

CONSTITUTION
of the
GREATER RICHMOND COUNCIL OF TEACHERS OF MATHEMATICS
(Adopted - March 22, 1997)
(Effective - May 13, 1997)

ARTICLE I. NAME

The name of this organization shall be the Greater Richmond Council of Teachers of Mathematics, hereinafter referred to as the Council.

ARTICLE II. PURPOSE

The purposes of the Council shall be:

- to encourage an active interest in and an appreciation of mathematics;
- to afford a medium for exchange of views regarding the teaching of mathematics; and
- to promote cooperative study of problems of mathematics education at all levels.

ARTICLE III. MEMBERSHIP

All persons interested in the purposes of and the participation in the functions of this organization shall be eligible for membership and may become members by paying the required dues.

ARTICLE IV. OFFICERS AND BOARD OF DIRECTORS

Section I. The Officers shall consist of a President, President-elect, Recording Secretary, Corresponding Secretary, and Treasurer. The term of office for the President and President-Elect shall be one year. The term of office for the Recording Secretary, Corresponding Secretary, Treasurer, and Board Members-at-Large shall be two years.

Section II. The Board of Directors shall consist of the Officers, the immediate Past President, and five Members-at-Large.

Section III. The Chairman of any standing committee shall serve in an advisory capacity.

ARTICLE V. COUNCIL MEETINGS

Section I. The Council shall have at least two regular meetings during the school year. Additional meetings may be called by the Board of Directors or by majority vote of members present at a meeting.

Section II. The privilege of holding office, making motions, debating, and voting shall be limited to members of the Council.

Section III. One-tenth of the membership shall constitute a quorum.

ARTICLE VI. AMENDMENTS

Section I. This constitution may be amended by a two-thirds vote of the members present and voting at any regular meeting provided that the amendment shall have been proposed at the preceding regular meeting or sent to the members by mail not more than sixty (60) nor less than ten (10) days prior to the regular meeting at which action is to be taken. Proposed amendments shall be approved by the Board before being proposed to Council members.

ARTICLE VII. NON-PROFIT STATUS

The Greater Richmond Council of Teachers of Mathematics is a non-profit organization and as such shall not use funds for the benefit of its members, or other private persons, except that the organization shall be authorized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of this constitution, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501 c (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under section 170 c (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

ARTICLE VIII. DISSOLUTION

Upon the dissolution of the Council, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the organization, dispose of all of the assets of the Council exclusively for the purposes of the organization in such manner, or to such organization or organizations, organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501 c (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any such assets not so disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

BY-LAWS
of the
GREATER RICHMOND COUNCIL OF TEACHERS OF MATHEMATICS
(Adopted - March 22, 1997)
(Effective - May 13, 1997)

ARTICLE I. DUTIES OF OFFICERS

Section I. The President shall:

- preside at all meetings of the Council;
- serve as chairman of the Board of Directors;
- appoint Committee Chairmen, except the Conference Committee Chairman;
- appoint Committee members or delegate this authority to Committee Chairmen;
- act as ex-officio member of each Committee, except the Nominating Committee;
- prepare an annual report of the activities of the Council; and
- perform all other duties usually pertaining to the office. The President may represent the Council as a delegate at National meetings or may appoint a delegate. Upon termination of office, the President shall serve as a member of the Board of Directors and shall act as Parliamentarian of the Council until the expiration of the next President's elected term(s) of office.

Section II. The President-Elect shall:

- perform the duties of the President in the absence of that officer; and
- serve as Chairman of the Conference Committee; and
- become the President, in the event the President is unable to serve out his/her term.

Section III. The Recording Secretary shall:

- keep the general and historical records of the Council including minutes of the meetings of the Council and Board of Directors, Treasurer's reports, committee appointments, lists of officers, an annual list of members, programs, publications, committee reports and presidents' annual reports; and
- perform such other duties as may be delegated by the President.

Section IV. The Corresponding Secretary shall:

- send to Board members and Committee Chairmen notices of Board of Directors' meetings including minutes of the previous Board meeting;
- conduct the correspondence of the Council; and
- file all communications of the Council.

Section V. The Treasurer shall:

- receive all monies of the Council;
- keep an accurate record of receipts and expenditures;
- pay out Council funds only as authorized by the Board of Directors;
- present a statement of account at regular meetings of the Council and at other times as requested by the Board of Directors;
- make a full report at the last regular meeting of the school year;
- submit, in conjunction with the President, a proposed budget to the Board for approval by the Board (this budget shall then be submitted to the Council for approval at the first regular meeting of the school year); and
- submit the financial records for audit annually and at any other time upon the request of the Board.

ARTICLE II. BOARD OF DIRECTORS

Section I. The Board of Directors shall:

- transact necessary business in the intervals between Council meetings and such other business as may be referred to it by the Council;
- approve a budget and present it at the first regular meeting for approval by the Council;
- appoint, in even-numbered years, a Virginia Council of Teacher of Mathematics representative and a National Council of Teachers of Mathematics representative for two-year terms;
- act on all appointments made by the President;
- approve plans of work of the standing committees; and
- elect a replacement, should a vacancy occur in the Board of Directors.

Section II. The Treasurer, Corresponding Secretary, and two Members-at-Large shall be elected in odd-numbered years. The Recording Secretary and three Members-at-Large shall be elected in even-numbered years. The President-Elect shall be elected every year and become President the following year.

Section III. Limitation of the Board of Directors' power shall be by a majority vote of the Council.

Section IV. Five members of the Board of Directors, at least two of which shall be Members-at-Large, shall constitute a quorum for conducting business.

Section V. Meetings of the Board of Directors shall be called by the President or at the request of at least three members of the Board of Directors.

ARTICLE III. ELECTIONS

All elections shall be held at the last regular meeting of the school year and shall be carried by a majority vote of the members present. Nominations for the Officers and Members-at-Large shall be made by a Nominating Committee of five members approved by the Board of Directors. The Nominating Committee shall recommend at least one candidate for each office to be filled and shall notify the membership of their selections at least ten days prior to election time. Other nominations shall be received from the floor at the time of the election. The consent of each candidate must be obtained before the name is placed in nomination. Officers and Members-at-Large shall assume office at the last Board of Directors meeting of the fiscal year.

ARTICLE IV. COMMITTEES AND REPRESENTATIVES

Section I. The standing committees of the Council shall be: (a) Auditing Committee, (b) Conference Committee, (c) Membership Committee, (d) Newsletter Committee, (e) Nominating Committee, and (f) Publicity Committee. Except as noted otherwise, the Chairmen of the standing committees shall be appointed by the President and approved by the Board of Directors. Special committees may be appointed by the President or Board of Directors.

Section II. The Chairmen of all standing committees shall present plans of work to the Board of Directors for approval.

Section III. Duties of Committees:

- (a) The Auditing Committee shall consist of not less than three members who will verify the Treasurer's records at the end of each fiscal year and whenever the Treasurer leaves office.
- (b) The Conference Committee shall plan and present the Conference programs including making

the physical arrangements for such things as place, meal, and equipment.

- (c) The Membership Committee shall maintain the membership rolls of the Council and provide an annual list of Council members to the Recording Secretary.
- (d) The Newsletter Committee shall produce and distribute the Council's newsletter.
- (e) The Nominating Committee shall provide a slate of candidates for office in accordance with Article III.
- (f) The Publicity Committee shall work to increase interest in mathematics and furnish local newspapers, TV, radio, and other news agencies with information regarding the activities of the Council.

Section IV. Duties of the Representatives:

- (a) The Virginia Council of Teachers of Mathematics representative shall represent the Council at the VCTM meetings, promote VCTM membership, activities, publications and professional services to the Council, and notify VCTM of Conference dates to appear in VCTM publications.
- (b) The National Council of Teachers of Mathematics representative may represent the Council at the NCTM meeting and shall promote NCTM membership, activities, publications, and professional services to the Council. As requested by NCTM, the representative shall provide Conference dates.

ARTICLE V. DUES

Annual dues for a school year shall be that amount approved by a majority vote at a regular meeting provided notice of the proposed change in dues has been given at a preceding regular meeting or sent to members by mail not less than ten (10) days prior to the regular meeting at which action is to be taken. Annual memberships expire at the end of each fiscal year. The fiscal year shall be August 1 through July 31.

ARTICLE VI. PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order Revised shall govern this Council in all cases in which they are applicable and in which they are not inconsistent with these By-Laws.

ARTICLE VII. POLICIES

Any public statement or project in the name of the Council must be approved by the Board of Directors.

ARTICLE VIII. AMENDMENTS

These By-Laws may be amended at any meeting of the Council by a majority vote of the members present and voting, provided notice of the proposed amendment has been given at the preceding regular meeting or sent to members by mail not more than sixty (60) nor less than ten (10) days prior to the regular meeting at which action is to be taken. Proposed amendments shall be approved by the Board before being proposed to Council members.