

HAWAII COUNCIL OF TEACHERS OF MATHEMATICS
CONSTITUTION
Revised April, 2013

ARTICLE I: NAME

The name of this organization shall be the Hawaii Council of Teachers of Mathematics.

ARTICLE II: PURPOSES

The purposes of this organization shall be: (1) To provide teachers with opportunities for the exchange of ideas and materials regarding instruction in mathematics. (2) To further the cooperative study of ideas relating to the teaching of mathematics at the elementary, secondary, and college levels. (3) to foster more effective mathematics teaching at all levels of instruction in the schools of Hawaii by offering meetings and workshops of the types not available through other organizations and institutions in Hawaii. (4) To provide a medium for liaison with the National Council of Teachers of Mathematics.

This organization is organized exclusively for educational purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code.

ARTICLE III: MEMBERSHIP AND DUES

Anyone interested in the purposes or activities of the organization is eligible for membership. The membership drive will be continuous. *The term of membership covers September 1 of a given year, until August 31 of the following year.* The amount of dues will be determined by the Executive Board.

ARTICLE IV: OFFICERS AND THEIR ELECTION

Section 1.

The officers of this organization shall be a president, a vice-president, a vice-president elect, a secretary, a treasurer, and six directors. The six directors shall represent the six divisions: elementary schools, middle schools, high schools, two-year colleges, four-year colleges, and a director for membership. The membership shall be notified of the nominees in the newsletter in April. If, after two weeks, no additional nominations have been received and there is not more than one nominee per office, then the officers will be considered duly elected. The month of May shall be the transitional stage. The outgoing board and the incoming board shall meet together in May. The outgoing board will assist the incoming board by transferring the permanent files and records, discussing long term commitments, contracts, and financial responsibilities, and planning a tentative program for the coming year.

Section 2.

An election chair shall be appointed by the president and approved by the executive board. The election chair will present nominations for each office at a March board meeting. Candidates' consent must be obtained before names are placed in nomination. The names of these candidates will be published in the April newsletter and an election will follow if necessary. Additional candidates may be nominated by petition, provided it is signed by five or more members in good standing with the candidate indicating that he or she is willing to run for that office. The petition must be received by the election chair at most two weeks after the notification of the nominees in the April newsletter. This statement allowing for nominations by petition shall be included yearly in the announcement of nominations to the membership.

Section 3.

In case a vacancy occurs in the office of president, the vice-president shall become president. A vacancy occurring in any other office shall be filled by appointment by the president, with the approval of the Executive Board.

ARTICLE V: GENERAL MEMBERSHIP MEETNGS

Section 1.

General membership meetings of this organization shall be held at the discretion of the Executive Board. At least two weeks' notice shall be given to the members concerning meeting dates.

Section 2.

The privilege of holding office, making motions, debating and voting shall be limited to members of the Council whose dues are not in arrears.

Section 3.

All matters requiring decision-making and voting by the membership shall be conducted through the mail, to permit each member to exercise his or her vote. General membership meetings shall be the arena for sharing information, debating, and questioning.

ARTICLE VI: OTHER ACTIVITIES

Notwithstanding any other provision of these articles, the organization

shall not carry on any other activities not permitted to be carried on (a) by a corporation 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 a corporation contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE VII: ACTION IN THE EVENT OF DISSOLUTION

If, at any time, the Council shall cease to carry out the purposes as herein stated, all assets and property held by it, whether in trust or otherwise, shall, after the payment of its liabilities, be paid over to an organization, selected by the final Executive Board of the Council, which has similar purposes and has established its tax-exempt status under section 501 (c) (3) of the Internal Revenue Code of 1954 as now enacted or as it may hereafter be amended, and such assets and property shall be applied exclusively for such charitable, scientific, and educational programs.

ARTICLE VIII: AMENDMENTS

This constitution may be amended by a two-thirds vote of members responding to a proposal for amendment by mail, providing that such proposal has been circulated to members at least two weeks earlier.

BY-LAWS
Revised May, 1988

ARTICLE I: DUTIES OF OFFICERS

Section 1.

The PRESIDENT shall preside at all meetings of the Council and shall serve as chair of the Executive Board; appoint committee chairs as necessary and act as ex-officio member of each of these committees, except the nominating committee; appoint members to fill vacancies in the Executive Board; maintain all official correspondence in the name of the Council; and perform all other duties usually pertaining to the office.

Section 2.

The VICE-PRESIDENT shall perform the duties of the president in the absence of that officer, act as program chair for the Council, and work with the directors in planning the activities for the year.

The VICE-PRESIDENT ELECT shall assist the Vice-President most specifically in planning conference activities for the year.

Section 3.

The SECRETARY shall keep the general records of the Council, including minutes of the Council and Executive Board, Constitution and By-Laws, committee appointments, and officers' lists; and prepare an annual report of the activities of the Council, to be presented to the Executive Board for approval, following which the report shall be sent to the National Council of Teachers of Mathematics and also filed in the permanent records of the Council.

Section 4.

The TREASURER shall receive all monies of the Council; keep an accurate record of receipts and expenditures; and shall pay out of the Council fund only as authorized by the Executive Board. The Treasurer shall present a statement of account at regular meetings of the council and at other times as requested to the Executive Board and shall make a full report in May. The Treasurer shall be responsible for mailings to individual member and to schools. The Treasurer will be the keeper of the postal permit.

Section 5.

The six DIRECTORS shall represent their respective levels of teaching on the Executive Board and in the Program Committee. The directors shall be

responsible for obtaining input from their respective levels and/or implementing activities planned for that level. The director for membership shall be the chair of the membership committee. The director for membership shall be responsible for conducting the membership drive.

ARTICLE II: EXECUTIVE BOARD

Section 1.

The Executive Board shall consist of the officers of the Council, the Representative to the National Council of Teachers of Mathematics, the Editor of the newsletter, and a student representative from a College of Education, a Historian, and Webmaster. The Editor, student representative(s), Historian, and Webmaster will be appointed by the President with the approval of the Executive Board.

Section 2.

The duties of the Executive Board shall be to transact all necessary business relating to the Council. The Executive Board shall act on all appointments made by the President. It shall approve expenditures of funds in a manner that is financially sound, and establish priorities for the spending of Council funds.

Section 3.

Limitations of the Board's powers shall be by a majority vote of the Council. The voting shall be conducted through the mail, and supervised by a member of the Council who is not on the Executive Board.

Section 4.

Six members of the Executive Board shall constitute a quorum for conducting business.

ARTICLE III: COMMITTEES

Section 1.

The standing committees of the Council shall be: (a) Program Committee, (b) Nominating Committee, (c) Membership Committee, and (d) Publications and Publicity Committee. The chairs of the standing committees, except the Nominating, are members of the Executive Board. The Program Committee shall be chaired by the Vice-President; the Membership Committee by the Director for Membership; and the Publications and Publicity Committee by the Editor.

Section 2.

The chairs of all standing committees shall present plans of work to the Executive Board for approval.

Section 3. DUTIES OF COMMITTEES

(a) The PROGRAM COMMITTEE shall plan and implement the year's activities of the Council.

(b) The NOMINATING COMMITTEE shall prepare a slate of nominees for the following year and shall present it to the membership by mail, after securing the consent of each nominee and including the names of petitioned nominees. The committee will prepare the ballots and conduct the election by mail.

(c) The MEMBERSHIP COMMITTEE shall plan ways and means of recruiting members and increasing participation in the programs of the Council.

(d) The PUBLICATIONS AND PUBLICITY COMMITTEE shall keep the membership and the public informed of all phases of the Council's activities, and maintain interest in mathematics education through the publication of a newsletter. It shall gather news items and information from various sources, organize articles, and publish them in the newsletter and circulate them to the membership and other interested parties as directed by the Executive Board. It shall furnish local news media and agencies with information regarding activities of the Council.

ARTICLE IV: 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 consistent with these by-laws.

ARTICLE V: POLICIES

Any statement to the public made in the name of the Organization must be approved by the Executive Board, and should be made over the signature of the President of the Council.

ARTICLE VI: AMENDMENTS

These by-laws may be amended by a majority vote of the members responding to a proposal for amendment by mail, provided that such proposal has been circulated to members at least two weeks earlier.

