

WRAMTA 2021-22 Proposed Bylaws Revisions

Parliamentarian- Vienna Sa

CONSTITUTION

(CONFIRMED 6/4/22) Article II - Purpose, Mission, and Goals

Current:

Section 3. The Chapter's goals are those that support music therapy most effectively in restoring, maintaining, and improving the mental, emotional, and physical health of all persons.

Proposed:

Section 3. The Chapter's goals are to promote quality clinical treatment and ethical practices regarding the use of music to restore, maintain, and improve the mental, physical, social, or spiritual health of all persons. (Make change for now, while open to future changes)

Rationale:

Clarifying language to reflect current practice and to align with AMTA.

(CONFIRMED 6/4/22) Article IV - Officers

Current:

Section 2. The elective officers of the Chapter shall be a President, President-elect, Past-President, Vice-President, Vice-President-elect, Secretary, and Treasurer. The elective officers of the Chapter shall be elected by ballot according to the election procedure set forth in these Bylaws. The officers shall continue in office for a term of two (2) years, from their election or in the event of filling a vacant position, the term is until the next subsequent election.

Proposed:

Section 2. The elective officers of the Chapter shall be a President, President-elect, Past-President, Vice-President, Vice-President-elect, Secretary, Treasurer, Treasurer-Elect, and DEI Liaison. The elective officers of the Chapter shall be elected by ballot according to the election procedure set forth in these Bylaws. The officers shall continue in office for a term of two (2)

years, from their election or in the event of filling a vacant position, the term is until the next subsequent election.

Rationale: To include the two new proposed voting positions: Treasurer-Elect and DEI Liaison.

(CONFIRMED 6/4/22) Current:

Section 3. An officer's regular term of office shall commence at a transitional Executive Board meeting to be held during the regional conference following their election. Following his or her term as President-elect and President, the President shall assume the office of the Past President and the President-elect shall assume the office of President, at the same time as the other officers commence their term. Following his or her term as Vice-President- elect, the Vice- President-elect shall assume the office of Vice-President, at the same time as the other officers commence their term. Officers elected by the membership may serve no more than two times consecutively.

Proposed:

Section 3. An officer's regular term of service shall commence following the transitional period from when election results are publicly announced through the close of the annual summer executive board meeting. Following his or her term as President-elect and President, the President shall assume the office of the Past President and the President-elect shall assume the office of President, at the same time as the other officers commence their term. Following his or her term as Vice-President- elect, the Vice- President- elect shall assume the office of Vice-President, at the same time as the other officers commence their term. Following their term as Treasurer- elect, the Treasurer- elect shall assume the office of Treasurer, at the same time as the other officers commence their term. Officers elected by the membership may serve no more than two terms consecutively.

Rationale: This will include explicitly that the Treasurer-Elect will move into the Treasurer position. This will create a transitional period to allow creating transition and support for incoming board members.

(CONFIRMED 6/4/22) Article IV - Officers

Current:

Section 5. The Chapter shall have standing committees appointed by the President, with approval by the Executive Board.

- a. Historical Committee
- b. Bylaws Committee
- c. Nominating Committee
- d. Budget Committee
- e. Awards Committee
- f. Betty Isern Howery Awards Committee
- g. Digital Communications Committee
- h. Presentation Selection Committee
- i. Marketing Committee

Proposed:

Section 5. The Chapter **may have** standing committees appointed by the President, with approval by the Executive Board.

- a. Historical Committee
- b. Bylaws Committee
- c. Nominating Committee
- d. Budget Committee
- e. Awards Committee
- f. Betty Isern Howery Awards Committee
- g. Digital Communications Committee
- h. Presentation Selection Committee
- i. Marketing Committee
- J: Diversity, Equity, and Inclusion Committee

Ad Hoc Diversity, Equity, and Inclusion Committee

Rationale:

This section includes the newly created Diversity, Equity, and Inclusion Committee. DEI Liaison directs the DEI Committee

(TBD 6/4/22) Current:

Section 5. The Chapter shall have standing committees appointed by the President, with approval by the Executive Board.

- a. Historical Committee
- b. Bylaws Committee
- c. Nominating Committee
- d. Budget Committee
- e. Awards Committee**
- f. Betty Isern Howery Awards Committee
- g. Digital Communications Committee
- h. Presentation Selection Committee
- i. Marketing Committee

Proposed:

Section 5. The Chapter shall have standing committees appointed by the President, with approval by the Executive Board.

- ~~a. Historical Committee~~
- b. Bylaws Committee
- c. Nominating Committee
- ~~d. Budget Committee~~
- e. Awards Committee
- f. Betty Isern Howery Awards Committee
- g. Digital Communications Committee
- h. Presentation Selection Committee
- i. Marketing Committee

j. Conference Committee?

Rationale:

This section removes the Historical and Budget committees. The two committees might change since they are under the purview of AMTA (which is in flux). The budget committee is still up for discussion. There is also discussion of inclusion of the Conference Committee

(CONFIRMED 6/4/22) Current:

Section 8. Chapter Officers, Assembly Delegates, and Chapter Representatives to AMTA Committees, upon retiring from office, shall begin to transition to their successors within two (2) weeks from the announcement of election results all record books, paper, and other information and property relevant to their position.

Proposed:

Section 8. During the interim between their election or appointment to office and their assumption of that office, the newly elected or appointed officers are expected to contact the outgoing officers and to become fully apprised of the events and information associated with the office. Retiring officers will surrender all records and accounts related to their offices to their successors by the first day of the new officers' term of office.

Rationale:

This section clarifies the transition process for incoming and outgoing officers and adds the expectation for mentoring of the incoming officers.

(CONFIRMED 6/4/22) Current:

Section 3. An officer's regular term of office shall commence at a transitional Executive Board meeting to be held during the regional conference following their election. Following his or her term as President-elect and President, the President shall assume the office of the Past President and the President-elect shall assume the office of President, at the same time as the other officers commence their term. Following his or her term as Vice-President- elect, the Vice- President-elect shall assume the office of Vice-President, at the same time as the other officers commence their term. Officers elected by the membership may serve no more than two times consecutively.

Section 12. The Vice-President shall perform all duties of the President in case of the disability of both the President and the President- elect, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President; shall act as a mentor to the Vice-President-

elect assisting him or her as needed; shall serve as conference chairperson in the first year of their term, overseeing the program planning for the Annual Chapter Conference; and when so acting, shall have the power to appoint his or her own staff and committees with the exception of the local chair whose appointment must be approved by the Executive Board. A written report shall be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

Section 13. The Vice-President-elect shall assist the Vice-President as requested; shall study the duties of the Vice-President in anticipation of assuming the responsibilities of the Vice-President; shall begin soliciting local chairs and sites for the two years of their tenure as Vice-President; shall perform all duties of the Vice-President in the case of resignation, disability, or absence of the Vice-President, and when so acting shall have all of the powers of, and be subject to all the restrictions on, the Vice-President; shall serve as conference chairperson in the second year of their term, overseeing the program planning for the Annual Chapter Conference under the mentorship of the Vice-President; and when so acting, shall have the power to appoint his or her own staff and committees with the exception of the local chair whose appointment must be approved by the Executive Board A written report shall be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

Section 14. The Media Relations Coordinator shall publish reports on the website three (3) times yearly, primarily to promote intra-regional communications; shall manage the website; and shall have the power to appoint his or her own staff. A written report shall be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

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Section 3. An officer's regular term of office shall commence at a transitional Executive Board meeting to be held during the regional conference following their election. Following their term as President-elect and President, the President shall assume the office of the Past President and the President-elect shall assume the office of President, at the same time as the other officers commence their term. Following their term as Vice-President- elect, the Vice- President- elect shall assume the office of Vice-President, at the same time as the other officers commence their term. Officers elected by the membership may serve no more than two times consecutively.

Section 12. The Vice-President shall perform all duties of the President in case of the disability of both the President and the President- elect, and when so acting shall have all the powers of,

and be subject to all the restrictions on, the President; shall act as a mentor to the Vice-President-elect assisting **them** as needed; shall serve as conference chairperson in the first year of their term, overseeing the program planning for the Annual Chapter Conference; and when so acting, shall have the power to appoint **their** own staff and committees with the exception of the local chair whose appointment must be approved by the Executive Board. A written report shall be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

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Section 14. The Media Relations Coordinator shall publish reports on the website three (3) times yearly, primarily to promote intra-regional communications; shall manage the website; and shall have the power to appoint **their** own staff. A written report shall be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

Rationale:

This section includes changes to gender-inclusive pronouns.

(CONFIRMED 6/4/22) Current:

Section 12. The Vice-President shall perform all duties of the President in case of the disability of both the President and the President- elect, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President; shall act as a mentor to the Vice-President-

elect assisting him or her as needed; shall serve as conference chairperson in the first year of their term, overseeing the program planning for the Annual Chapter Conference; and when so acting, shall have the power to appoint his or her own staff and committees with the exception of the local chair whose appointment must be approved by the Executive Board. A written report shall be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

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Section 16. The Treasurer shall pay all bills and make all deposits as authorized by the Executive Board; shall keep an itemized account of all receipts and disbursements; shall present a financial report on request for the Annual Meeting; and shall provide current financial statements for Executive Board meetings. As Chair of the Budget Committee, the Treasurer shall submit a proposed budget for the upcoming fiscal year for approval by the Executive Board at the Mid-year meeting. The approved budget shall be published. Sits on the Executive Committee.

Proposed:

Section 12. The Vice-President shall perform all duties of the President in case of the disability of both the President and the President- elect, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President; shall act as a mentor to the Vice-President-elect assisting him or her as needed; shall serve as conference chairperson in the first year of their term, overseeing the program planning for the **Fall annual meeting**; and when so acting, shall have the power to appoint his or her own staff and committees with the exception of the local chair whose appointment must be approved by the Executive Board. A written report shall

be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

Section 13. The Vice-President-elect shall assist the Vice-President as requested; shall study the duties of the Vice-President in anticipation of assuming the responsibilities of the Vice-President; shall begin soliciting local chairs and sites for the two years of their tenure as Vice-President; shall perform all duties of the Vice-President in the case of resignation, disability, or absence of the Vice-President, and when so acting shall have all of the powers of, and be subject to all the restrictions on, the Vice-President; shall serve as conference chairperson in the second year of their term, overseeing the program planning for the **Fall annual meeting** under the mentorship of the Vice-President; and when so acting, shall have the power to appoint his or her own staff and committees with the exception of the local chair whose appointment must be approved by the Executive Board A written report shall be submitted for Executive Board meetings, three (3) times yearly and shall be published on the website.

Section 16. The Treasurer shall pay all bills and make all deposits as authorized by the Executive Board; shall keep an itemized account of all receipts and disbursements; shall present a financial report on request for the **Fall annual meeting**; and shall provide current financial statements for Executive Board meetings. As Chair of the Budget Committee, the Treasurer shall submit a proposed budget for the upcoming fiscal year for approval by the Executive Board at the Mid-year meeting. The approved budget shall be published. Sits on the Executive Committee.

Rationale:

This section is changed from “Annual chapter conference” to “Fall annual meeting” because meetings might not occur during conferences. It is more effectively named the fall annual meeting.

(CONFIRMED 6/4/22) Current:

Section 16. The Treasurer shall pay all bills and make all deposits as authorized by the Executive Board; shall keep an itemized account of all receipts and disbursements; shall present a financial report on request for the Annual Meeting; and shall provide current financial statements for Executive Board meetings. As Chair of the Budget Committee, the Treasurer shall submit a

proposed budget for the upcoming fiscal year for approval by the Executive Board at the Mid-year meeting. The approved budget shall be published. Sits on the Executive Committee.

Proposed:

Section 16. The Treasurer shall pay all bills and make all deposits as authorized by the Executive Board; shall keep an itemized account of all receipts and disbursements; shall present a financial report on request for the Annual Meeting; and shall provide current financial statements for Executive Board meetings. As Chair of the Budget Committee, the Treasurer shall submit a proposed budget for the upcoming fiscal year for approval by the Executive Board at the fall annual meeting. The approved budget shall be published. Sits on the Executive Committee.

Rationale:

This section is changed from “Mid-year meeting” to “Fall annual meeting” to be consistent with the new fiscal year.

(TBD 6/4/22) Current:

None

Proposed:

Section 21. Description of Government Relations officer position

Rationale:

This section includes the Government Relations officer on the WRAMTA executive board

(TBD 6/4/22) Current:

None

Proposed:

Section 22. Description of Continuing Education Director officer position

Rationale:

This section includes Continuing Education Director officer on the WRAMTA executive board

(CONFIRMED 6/4/22) Article V - Meetings

Current:

Section 1. Bi-annual meetings of the members shall take place during the Chapter's and the AMTA Annual Conferences.

Section 4. Regular meetings of the Executive Board shall be held three (3) times per year: one at the time of the regional conference and annual meeting, one at mid-year between the regional and national conferences and prior to the end of the fiscal year, and one during the AMTA National Conference.

Proposed:

Section 1. Bi-annual meetings of the members shall take place during the Chapter's **fall and spring annual meetings. In situations where meeting virtually is conducive to the business and attendees of the meeting, any meeting may occur on a virtual platform at a time and date to be determined by the Executive Board.**

Section 4. Regular meetings of the Executive Board shall be held three (3) times per year: **fall, spring, and summer annually. In situations where meeting virtually is conducive to the business and attendees of the meeting, any meeting may occur on a virtual platform at a time and date to be determined by the Executive Board.**

Rationale: Following the impact of COVID and the transition to online meetings and conferences, this section formalizes the option of virtual meetings in the constitution.

(TBD 6/4/22) Article VI - Executive Board and Executive Committee

Current:

Section 4. The Executive Committee shall consist of the President, Past President, President-elect, Secretary, and Treasurer with the power to respond to the emergency business or crucial issues of the Chapter, when necessary and reporting such issues to the Executive Board.

Proposed:

Section 4. The Executive Committee shall consist of the President, Past President, President-

elect, Secretary, and Treasurer with the power to respond to the emergency business or crucial issues of the Chapter, when necessary and reporting such issues to the Executive Board. **The executive committee can consult other members in emergencies that pertain to their job descriptions.**

Rationale:

Members of the board suggested several other members that should be included for emergencies pertaining to their job description. They are considering adding a 6th member to the Executive committee. There were some suggestions to put this language in the Policies and Procedures.

(CONFIRMED 6/4/22) Article XI - Nominations, Elections, and Bylaws Amendments

Current:

Section 3. These Bylaws may be amended at any Annual Meeting or by mail with a two-thirds vote of the eligible voting members present or responding, provided that changes shall be submitted to the membership on the website at least twenty-four (24) hours prior to a vote at an Annual Meeting, or at least four (4) weeks before a vote is due, if by mail.

Proposed:

Section 3. These Bylaws may be amended at any Annual Meeting, ~~by mail or~~ **by an electronic vote** with a two-thirds vote of the eligible voting members present or responding, provided that changes shall be submitted to the membership on the website at least twenty-four (24) hours prior to **an in-person or an electronic vote** at an Annual Meeting, or at least **two (2) weeks** before a vote is due, ~~if by mail.~~

Rationale:

This change is to increase accessibility to and participation in voting-related to proposed amendments for all WRAMTA members instead of only those who are able to attend the meetings/conference.

Potential Additions Up for Discussion (Updated as of June '22):

- Term Limits for Assembly Delegates but not Alternates (Suggestion of 3 rotations for 2-year terms) (Article VI, Section 5)
- Term limits for Continuing Education, Government Relations, Media Relations Coordinator, and Parliamentarian (Term Limits?)
- Clarification of Article XIII. Charitable Activity Restrictions Section (Stock Investment Considerations) **Bylaws Restriction?**
- Suggestion of moving voting to 4th Quarter instead of 1st Quarter
- Considerations for a member-at-large (Restructuring Conversation)
- Suggestion of Past President Duties specifically regarding Policies and Procedures should go in the P&P (Table to Restructuring Conversation)
- Possible addition of Government Relations and Continuing Education for Article IV Section 4 at a later date
- Restructuring Committee be an Ad-Hoc Committee