

Constitution of The Wyoming High School Forensics Association

ARTICLE I: NAME

The name of this organization shall be THE WYOMING HIGH SCHOOL FORENICS ASSOCIATION.

ARTICLE II: PURPOSE

The purpose of this organization shall be to unite those teachers with an academic and professional interests in the field of speech and to facilitate the promotion and advancement of speech in all its phases in the schools of Wyoming. Activities will include cooperation with the Wyoming High School Activities Association in conducting inter-scholastic speech activities and meets, the development of speech curricula, the improvement of speech standards, the encouragement of professional affiliation, holding workshops and meetings, and other activities which will promote speech in Wyoming.

ARTICLE III: MEMBERSHIP

Section 1: Any teacher in Wyoming who is interested in speech may become a member upon the payment of annual dues.

Section 2: Only members who have declared their interests in speech and have paid their dues shall be eligible to vote or to seek office in the Association.

Section 3: Only paid-up members who are in good standing shall be considered in determining a quorum.

Section 4: Membership in the Association is not required of teachers or persons sponsoring students at the state forensics meet.

ARTICLE IV: OFFICERS AND THEIR DUTIES

Section 1: The officers of the Association shall be a president, a vice-president/treasurer and a secretary.

Section 2: The president shall preside at all regular and special meetings of the Association. He/she shall also preside at the meetings of the executive council, which he/she shall have the power to call. He/she shall have the power to appoint any necessary committees, and shall be an ex-officio member of all committees, except the nominating committee. The president shall be authorized to represent the Association at meetings of other related organizations.

Section 3: The vice-president/treasurer shall act in the absence or disability of the president, and shall have all the powers and perform all the duties of the president.

The vice-president/treasurer shall collect and keep all dues and other funds for the Association. He/she shall keep an accurate account of all receipts and expenditures and prepare a yearly financial statement. He/she shall maintain an official membership file and issue membership receipts.

Section 4: The secretary shall record the minutes of all regular and special meetings of the Association, as well as the minutes of all executive council meetings. He/she shall attend to the correspondence of the Association. The secretary shall communicate to the executive secretary of the Wyoming High School Activities Association all matters of Association business that pertain to the state forensics meet and other interscholastic speech activities. He/she shall have custody of the Constitution and the minutes book. He/she shall maintain an official membership file and issues all membership cards.

Section 5: It shall be the duty of all elected officers to attend the meetings of the executive council in order to handle the necessary matters of business that arise between other meetings.

ARTICLE V: TERM OF OFFICE AND ELECTION OF OFFICERS

Section 1: The officers shall serve for two years and shall continue in office until the end of the meeting at which new officers are elected.

Section 2: The election of officers shall be made during the spring meeting of the Association on odd-numbered years.

Section 3: Two nominations for each office shall be made by a nominating committee. Other Nominations may be made from the floor.

Section 4: A majority of the votes cast shall constitute an election to office.

Section 5: Vacancies in offices shall be filled by appointment made by the president, with the approval of the executive council.

ARTICLE VI: EXECUTIVE COUNCIL

Section 1: The executive council shall consist of the elected officers of the Association and the immediate past president.

Section 2: The executive council shall conduct any necessary matters of business that arises between regular meetings. It may also serve in an advisory capacity in other matters of the Association.

ARTICLE VII: MEETINGS

Section 1: One regular meeting of the Association shall be held during the annual WHSFA Fall Convention, and one regular meeting shall be held during the annual state forensics meet in the spring.

Section 2: Special meetings may be called by the president and/or the executive council, if necessary, provided that all members are given ample notice of the meeting.

ARTICLE VIII: VOTING

Section 1: On certain matters, such as election of officers and constitutional amendments, on which notices have been circulated to all members thirty days prior to the meeting, an absentee ballot may be cast.

Section 2: Absentee ballots must be delivered by voting time to the secretary in a signed and sealed envelope for counting.

Section 3: Voting for officers of the Association shall be done by using a ballot prepared by the nominating committee.

Section 4: Each member school or individual may exercise a vote on matters coming before the WHSFA. Each school has only one vote. Schools must be members in good standing prior to the State Tournament meeting.

ARTICLE IX: QUORUM

Section 1: A quorum shall consist of at least 25% of the members in good standing.

ARTICLE X: DUES

Section 1: The annual membership dues shall cover membership for one year beginning on October 1 and ending of September 30.

Section 2: In order to be a member school or individual dues (currently \$35) shall be payable at the fall meeting of the Association or before February 1.

ARTICLE XI: COMMITTEES AND THEIR DUTIES

Section 1: A nominating committee of three people shall be elected at the fall meeting during the membership year in which new officers are to be elected. They will serve as a standing committee for that year.

The committee shall contact members about their interests and abilities to serve as an officer in the Association. The committee shall present two nominations for each office and prepare the voting ballot. The ballot shall be mailed to all members at least thirty days prior to the election meeting.

Section 2: A program committee of three people shall be appointed by the president to plan the program for the fall meeting. The plans for the program shall be submitted to the conference host for inclusion in the convention program.

Section 3: The president shall appoint any special committees and direct their duties at any time they are needed.

ARTICLE XII: ORDER OF BUSINESS

Section 1: The order of business, for regular meetings of the Association shall be as follows:

1. Call to order
2. Roll Call
3. Reading and approval of all minutes
4. Treasurers' report
5. Report from standing committees
6. Report from special committee
7. Unfinished business
8. New business
9. Program or other items
10. Adjournment

Section 2: There shall be no particular order of business for meetings of the executive council.

ARTICLE XIII: RULES OF ORDER

Section 1: All matters of procedures not specifically covered by this Constitution shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

ARTICLE XIV: AMENDMENTS

Section 1: This Constitution may be amended by a two-thirds vote of the members in a regular meeting, provided that a written copy of the proposed amendment is presented to the secretary and to all members for consideration thirty days prior to the meeting voted upon.

March, 2002