

NATIONAL ASSOCIATION OF TEACHERS OF SINGING ONTARIO CHAPTER

BYLAWS

ARTICLE I: Title, Mandate and Administrative Plan

Section 1: Title

The name of the organization shall be The National Association of Teachers of Singing (NATS), Ontario Chapter, hereinafter referred to as the Ontario Chapter.

Section 2: Mandate

The Ontario Chapter is organized for these purposes: to encourage a high standard of the vocal art: and to promote vocal education and research at all levels. The Ontario Chapter fully endorses the Code of Ethics of NATS.

Section 3: Administrative Plan

(a) The property, funds and affairs of the Ontario Chapter shall be controlled and managed by a Board of Directors, consisting of the Executive, the District Governor and their Advisory Council.

(b) The Ontario Chapter is to be carried on without pecuniary gain to its members and any profits or other accretions to the Ontario Chapter are to be used in promoting its objectives.

(c) Upon the dissolution of the Ontario Chapter or surrender of its Charter, any assets remaining after payment of all debts and obligations shall be distributed to one (1) or more charitable organizations having cognate or similar objectives.

(d) To carry out its goals, the Ontario Chapter may borrow or raise or secure the payment of money in such a manner as it thinks fit.

(e) The fiscal year of the Ontario Chapter will be from January-December.

ARTICLE II: Membership

Section 1: Membership classification

(a) Ontario Chapter membership shall include only those in good standing with NATS and who have paid current Ontario Chapter dues.

(b) Ontario Chapter membership shall be comprised of all four (5) classifications as prescribed by NATS (full, emeritus, legacy, associate, affiliate)

(c) Only full members may vote and hold office.

Section 2: Admission procedures

Membership in Ontario Chapter is granted upon receipt of payment of current dues, and proof of membership in good standing in NATS.

Article III: Dues and Fees

Section 1: Dues shall be payable annually on January 1st, with the amount set by the Board of Directors and approved by a vote of the membership.

Section 2: A period of grace of thirty (30) days from January 1 will be allowed for the payment of dues. Thereafter a member in arrears shall forfeit membership privileges until such time as dues are paid. Only dues for the current year are payable in order for membership privileges to be reinstated.

ARTICLE IV: Board of Directors

Section 1: Composition

The Board of Directors shall consist of:

- (a) The Executive, consisting of President, Vice-President (Membership), Vice-President (Projects), Secretary and Treasurer, who are elected at the Annual spring meeting;
- (b) The retiring President who shall assume the office of Past President and shall be an ex-officio member of the Executive for a term of one (1) year and a member of the District Governor's Advisory Council;
- (c) The District Governor who is appointed by the Governor of the Great Lakes region; and
- (d)The Advisory Council appointed by the District Governor, and consisting of five (5) members.

Section 2: Terms of Office

(a) The Executive shall serve for a term of two (2) years and may not succeed themselves for more than one (1) term of office, except in the case of the Treasurer, who may serve for a total of three (3) terms. The Executive may, however, properly succeed others in these offices. In the event a member of the Executive is unable to complete their term of office, the prescribed nominating procedure will be activated and an election for that office will be held or the remaining executive will designate a replacement for the remainder of the term. (b) The District Governor shall serve a term of two (2) years and may succeed themselves once, as determined by the Great Lakes Regional Governor of NATS.

(c) Three (3) members of the Advisory Council will be appointed to two (2) year terms and may succeed themselves once. Two (2) members of the Advisory Council will be appointed for three (3) terms and may not succeed themselves. (d) The incoming officers assume their responsibilities one month after their election to office at the Spring General Meeting.

ARTICLE V: Duties and responsibilities of the Board of Directors

Section 1: President

(a) The President shall preside at all meetings of the membership or the Board of Directors with the right and duty of exercising leadership in the works of the Ontario Chapter as defined in these Bylaws.

(b) The President shall see that the Bylaws, rules and regulations of the Ontario Chapter are enforced and shall serve as representative of the Ontario Chapter with outside agencies, with the teaching profession and with the general public. (c) The President shall administer the overall policies adopted by the membership and the Board and shall appoint all committees they deem appropriate for the implementation of the Mandate. The President shall determine the size, personnel, chair and tenure of office of all committees.

(d) The President shall, with the assistance of the Vice-President (Projects) and Treasurer, prepare the annual budget and submit it to the Board for final action. (e) The President and one other Executive member shall sign all written contracts and statements of obligation of the Ontario Chapter which have been approved by the Board, and only contracts so signed shall be valid.

(f) The President shall designate one Vice-President to assume the Chair in their absence.

Section 2: Vice- Presidents

(a) The Vice-President (Membership) shall keep an accurate and current account of the Ontario Chapter membership;

(b) The Vice- President (Membership) shall be apprised of NATS members in Ontario and encourage growth in Ontario Chapter membership;

(c) The Vice- President (Membership) shall prepare and distribute an Ontario Chapter newsletter;

(d) The Vice- President (Projects) or their representative shall Chair the Projects and Public Relations committees;

- (e) The projects emanating from these committees will be presented by the Vice-President (Projects) to the Board for final action.
- (f) The Vice- President (Projects) shall serve as director of social and public relations activities.

Section 3: Secretary

- (a) The Secretary shall keep accurate minutes of Executive, Board, and general meetings. These records shall be open to inspection by the membership at all times.
- (b) The Secretary shall be responsible for the issuance of all official notices and votes required to be given by, or on behalf of, the Ontario Chapter. They shall conduct whatever other correspondence or record-keeping as directed by the President.

Section 4: Treasurer

- (a) The Treasurer shall supervise the keeping of the financial records and the handling of all savings and investments of the Ontario Chapter.
- (b) The Treasurer shall supervise the receiving and disbursing of all Ontario Chapter funds. All cheques shall bear two of the following three signatures: Treasurer, President and/or Secretary. Records of all transactions and all savings and investments shall be open to the membership at all times.
- (c) The Treasurer shall present a current financial statement at the annual spring and fall meetings.
- (e) The Treasurer shall file an annual tax return pursuant to the guidelines of the Canada Revenue Agency.

Section 5: District Governor

- (a) Each District Governor shall be responsible for the administration and initiation of appropriate NATS activities in their area;
- (b) The District Governor is responsible to the Great Lakes Regional Governor; and will serve as a member of that officer's Cabinet in the government of Regional affairs;
- (c) They may also initiate the organization of appropriate Chapters within their district or in conjunction with other appropriate geographic areas;

- (d) The District Governor appoints the Governor's Advisory Council and is an ex- officio member of the Council, and as such, has no vote except in the case of a tie;
- (e) The District Governor appoints a Nominating Committee and Chair for said committee;
- (f) After their term has expired, the District Governor becomes a member of the Advisory Council;
- (g) The District Governor is responsible for running the NATSAA auditions every eighteen (18) months, according to the rules and procedures dictated by NATS.

Section 6: Advisory Council

The Advisory Council shall serve in an advisory capacity to the Executive, District Governor and membership at large.

ARTICLE VI: Committees

Section 1:

A Nominating Committee shall be appointed by the District Governor every two years. It shall be responsible for the nomination of persons to fill the office of President, Vice-President, Secretary and Treasurer. This committee is required to secure the permission of the candidate before placing the candidate's name on the ballot. There shall be no fewer than five (5) members in good standing on this committee. Members of the Advisory Council may be selected to serve on this committee.

Section 2:

Each President, upon assumption of office, may appoint those committees they deem necessary to the on-going business, operation, projects and publications of the Ontario Chapter. Each committee shall have tenure not to exceed the term of the President or the duration of their project.

Section 3:

The Chair of each committee shall submit an annual written report to the President.

ARTICLE VII: Student Auditions

(a) Student Auditions will be held annually in the fall, following recommended guidelines prescribed by NATS and customized for the Ontario Chapter.

(b) Because of its central location and disproportionate membership ratio, student auditions will take place every other year in Toronto, alternating years the auditions will take place in other appropriate locations.

(c) The President shall appoint an Auditions Committee and its Chair.

(d) The Executive will set the value and disbursement of awards, which shall be approved by the general membership.

ARTICLE VIII: Meetings, Voting and Elections**Section 1:**

The Ontario Chapter shall meet a minimum of twice per year. One of these meetings shall take place at the time of the Student Auditions. Notice of such meetings must be mailed to all members at least thirty (30) days before the date of said meeting.

Section 2:

A special meeting shall be called by the President or District Governor upon receipt of a petition signed by one-third of the membership in good standing, setting forth the reasons for calling such a meeting.

Section 3:

When necessary, a vote may be taken by mail, but said vote will be valid only upon receipt of completed ballots from at least fifty (50) per cent of the membership franchised to vote.

Section 4:

A quorum of not less than one third of the total voting membership in good standing shall be necessary for the conducting of business at any meeting. Proxy votes shall count.

Section 5:

Nominations for office, other than those presented by the Nominating Committee may be added to the election ballot with permission of the candidate by petition of three (3) members in good standing no later than seven (7) days prior to the election. The slate of the Nominating Committee and the date of the election shall have been printed and mailed to the membership no less than twenty-one (21) days prior to the election.

Section 6:

Election of officers may be by hand vote or written ballot at a meeting of the membership after each duly nominated candidate has been announced or presented on a written ballot. A majority of all votes cast is necessary for election and said officers shall take office effective following the election. Proxy votes shall count.

Section 7:

Election of officers may be by mail poll of the membership. Following the close of nominations, a full roster of duly nominated candidates shall be mailed first class to all voting members with a non-identifiable return ballot and envelope. The ballot will state the deadline for returning the ballot to the Chair of the Nominating Committee. The ballots will be counted by three members in good standing appointed by the Governor. No candidate may serve on that count committee.

ARTICLE IX Rules of procedure and amendment

Section 1:

Robert’s RULES OF ORDER shall govern all meetings when not inconsistent with these Bylaws, but special rules of order for governing meeting of members or the Board of Directors may be made at any time by vote of members present by majority rule. Any motion or resolution offered for consideration shall be written at the request of any member prior to action.

Section 2:

The regular order of business at all meetings of the membership or the Board of Directors shall be as follows unless changed by vote of the members present: Reading of the minutes or the report of a reading committee appointed by the President; reports of officers and committee chairs; special or unfinished business; general and new business; report of nominating committee, where applicable.

Section 3:

Any and all Bylaws may be repealed, modified, altered or amended, or new Bylaws adopted at any meeting of the Ontario Chapter membership. A two-thirds vote of all members present and/or by proxy is required, whether the vote is taken at a meeting or by mail. A quorum as stated elsewhere is required. Notification of change or amendment must be submitted to the membership in writing at least twenty-one (21) days prior to vote.

Amended and approved by the membership on the 15th day of November 2014 in Toronto.

President - Elizabeth McDonald

Secretary - Bethany Horst

Treasurer - Linda Condy