

Wisconsin Marketing Education Association Bylaws Ratified October, 2007

Mission

The mission of the Wisconsin Marketing Education Association is to foster the professional development of secondary and post-secondary marketing educators.

The Purposes of the Wisconsin Marketing Education Association are to:

- A. foster the growth and development of Marketing Education.
- B. encourage and support the professional development of marketing educators.
- C. encourage understanding of and support for Marketing Education.
- D. maintain an efficient and effective Marketing Education Association.
- E. encourage membership in National Marketing Education Association.

Article I - Meetings

Section 1. ANNUAL MEETINGS. The Annual Meeting of the Members will be held at a time and place to be determined by the Board of Directors. Written notice of the meeting will be mailed at least 30 (thirty) days prior to said meeting along with a tentative agenda. Mailings shall be directed to a member at their address as it appears on membership records.

Section 2. SPECIAL MEETINGS. Special meetings of the Members other than those regulated by statute, may be called at any time by a majority of the Directors. Notice of such meeting stating the purpose for which it is called shall be served personally or by mail, not less than 30 days before the date set for such meeting. If mailed, it shall be directed to a member at this address as it appears on membership records. It is the expectation that Board Members participate in scheduled meetings.

Section 3. VOTING. At all meetings of the Members, each Professional Member, as defined, shall be entitled to one vote. In the event a member is unable to attend an Annual or Special Meeting, said member may submit a written proxy on agenda items requiring approval of the voting members. Questions concerning the validity of a proxy shall be decided with finality and without appeal by the Executive Committee.

Article II - Directors

Section 1. NUMBER. The affairs and business of this Association shall be managed by a Board of Directors. There shall be six elected board members composed of two Representatives and four Officers. The Board of Directors may call for non-voting liaison members from associated organizations and governmental agencies as it deems appropriate. Professional Development Representatives correspond to the Post-Secondary and Secondary bodies of membership.

Section 2. HOW ELECTED. The Directors and officers, running for their specific positions, shall be elected by a plurality vote of the professional members. Balloting shall take place at the annual meeting. The person(s) receiving a plurality of votes cast shall be declared a director.

Section 3. TERM OF OFFICE. The term of office of each director shall be one year and will begin following the conclusion of the annual meeting pursuant to Section 1 or election pursuant to Section 2, Article II. Each director is limited to serving two consecutive terms on the Board of Directors. Such term shall terminate when his or her successor is chosen and qualified. Each director is limited to serving two consecutive terms on the Board of Directors.

Section 4. DUTIES. The Board of Directors shall have the control and general management of the affairs and business of the Association. Such Directors shall in all cases act as a Board, regularly convened, by a majority, and they may adopt such rules and regulations for the conduct of their meetings and the management of the Association, as they may deem proper, not inconsistent with these Bylaws.

Section 5. DIRECTORS' MEMBERS. Regular meetings of the Board of Directors shall be held during the fiscal year at a time specified by the President. Special meetings of the Board of Directors may be called by the President at any time, and shall be called by the President or the Secretary upon the written request of a majority of the Directors not less than fifteen (15) days before the date set for such meeting.

Section 6. NOTICE OF MEETINGS. Notice of meetings shall be given by service upon each Director in person, or by mailing to their last known post office address.

Section 7. VACANCIES. Vacancies in the Board occurring between annual meetings shall be filled. A member shall be appointed, for the remaining portion of the term, by the President with the approval of a majority of the remaining Directors. Vacancies of an officer position shall be filled by a majority vote of the Board of Directors to fill the vacant position until the next Board of Directors election.

Section 8. QUORUM. A majority of the voting members of the Board shall constitute a quorum for the transaction of business; but in the event of a quorum not being present, a less number may adjourn the meeting to some future time.

Section 9. VOTING. Voting on association matters will be exercised by each voting member of the Board of Directors, each such member having one vote. Balloting by mail may be carried out at the discretion of, and by, the President as the need may arise for expediency in conducting association business.

Section 10. SERVICE ON ROTATING BASIS. Members of the Board of Directors shall serve on a rotating basis in accordance with policies established by the Board of Directors.

Article III - Officers

Section 1. NUMBER. The officers of this Association shall be: President, President Elect, Treasurer, and Secretary.

Section 2. ELECTION. Refer to Article II, Section 2. The offices of President and President Elect may only serve a one-year term of office. To be eligible as candidate of President Elect, the person must have had a sustained membership in the organization for the past year.

Section 3. DUTIES OF OFFICERS. The duties and powers of the officers of this Association shall be as follows:

- **PRESIDENT**

The President shall preside at all meetings of the Board of Directors and the membership and shall serve as Chair of the Board of Directors.

The President shall present at each annual meeting and Directors' meeting, a report of the condition of the Association.

The President shall cause to be called regular and special meetings of the Association and Directors in accordance with these Bylaws.

The President shall have general supervision over the affairs of this Association.

The President shall appoint all committee chairs as the President may deem necessary. The President shall be an ex-officio member of all committees.

The President shall enforce these Bylaws and perform all the duties incident to the position and office.

- **PRESIDENT ELECT**

The President Elect shall preside over all meetings in the absence of the President and perform other duties as assigned by the President.

- **SECRETARY**

The Secretary shall issue notices of all meetings of the Association and the Board of Directors, keep accurate records of such meetings, provide for copies of such records to all members at their request, present to the Board of Directors at their stated meetings all communications addressed to the Secretary officially by the President or any officer or member of the Association, convey historical documents to successor, and perform such other duties as the President may direct.

- **TREASURER**

The Treasurer of the Association shall receive, deposit, invest and disburse funds in accordance with the approved budget, serve in the absence of the Secretary, chair the Finance Committee (if applicable) and be bonded at the discretion of the Board. The treasurer's term of office shall be three years in accordance with Section II. The Board shall insure the conducting of an annual audit.

Section 4. DUTIES OF Representatives. The duties and powers of the representatives of this Association shall be as follows:

- **Vice President of Professional Development Secondary**

The Vice President shall develop plans for conferences and professional development activities for secondary Marketing educators and have general supervision over the affairs of this Association.

- **Vice President of Professional Development Post-Secondary**

The Vice President shall develop plans for conferences and professional development activities for post-secondary Marketing educators and have general supervision over the affairs of this Association.

Article IV - Name

Section 1. NAME. The official name of the organization shall be the Wisconsin Marketing Education Association.

Article V - Bills, Notes, Etc.

Section 1. HOW MADE. All bills, notes, checks, drafts, warrants, or other negotiable instruments of this Association shall be made in the name of the Association and may be signed by the President, Secretary, Treasurer or other officer, staff person, or duly authorized agent approved by the Board. No officer or agent of the Association, either singly or jointly with others, shall have the power to make any bills payable, note, check, draft, or warrant or other negotiable instrument, or endorse the same in the name of the Association, or contract or cause to be contracted any debt or liability in the name or in behalf of the Association, except as herein expressly prescribed and provided.

Article VI - Membership

Section 1. CLASSIFICATIONS OF MEMBERSHIP. Classification of membership in WMEA shall be available in the following categories:

1. **Professional membership** will be available to instructors, supervisors or administrators, teacher educators, training directors, business persons, et al., who have as their responsibility the development, operation, instruction, or administration of classes or programs in marketing education within the public or private sector. Professional membership will carry full privileges and provide opportunity to participate in all activities and services of the WMEA.
2. **Student membership** will be available to individuals who are enrolled in a college or university primarily for the purpose of preparing for a professional position in marketing education. Student members shall not have the privilege of voting on association matters.
3. **Loyalty membership** will be available to former marketing educators not currently active in the discipline - retirees, administrators, former teachers who have joined industry, etc.

Section 2. DUES. The dues for each classification of membership per year shall be determined by the Board of Directors.

Section 3. APPLICATIONS FOR MEMBERSHIP. Any person or group may apply for membership in the Association by submitting to the President such information as is deemed necessary by the Board of Directors to show that the applicant would support the purposes of the Association. The term of memberships shall be for one year, commencing on the date the membership form is processed.

Article VII - Professional Interest Category

Section 1. PROFESSIONAL INTEREST CATEGORY. A Professional Interest Category may be formed by the Board of Directors through a request for a professional interest group presented in writing to the President of the Marketing Education Association.

Section 2. AFFILIATIONS. Affiliated categories may receive services and/or benefits from WMEA as determined by the Board:

Article VIII - Committees

Section 1. STANDING. The work of the Association shall be conducted through the standing and special committees to be constituted and appointed by the President with the consent of the Board of Directors.

Section 2. EXECUTIVE COMMITTEE. The Executive Committee of the Association shall consist of the President, President Elect, Past President, Secretary, Treasurer, and such additional members of the Board as shall be determined by the Board of Directors. The Executive Committee will act for the Board of Directors but within limits of such written policies and resolutions as may be established by the Board of Directors.

Section 3. NOMINATING COMMITTEE. The President, with the consent and approval of the Board of Directors, will each year appoint a Nominating Committee composed of Professional members. The most immediate Past President shall serve as Chairman of the Committee.

Section 4. SPECIAL COMMITTEES. Additional committees and/or consultants may be appointed by the President with the consent of the Board of Directors as is deemed necessary.

Article IX - Nominations for Office

Section 1. NOMINEES. All nominees for elected office will be chosen from the professional members of the Association by the Nominating Committee.

Article X - Amendments

Section 1. AMENDMENT AND REFERENDUM. Amendment, repeal or alteration of the Bylaws, in whole or in part, may be permitted from time to time by either of the following methods listed below.

Section 2. MAIL BALLOT. The amendment, repeal or alternation of the Bylaws may be decided by a mail referendum to the voting members of the Association for decision. Such a referendum may be initiated by the Board. Two-thirds vote of the members voting in the mail referendum will be necessary for adoption.

Section 3. REGULAR MEETING. The amendment, repeal or alternation of the Bylaws may be decided at any duly called regular meeting of the members. Two-thirds vote of the voting members in attendance in person or by proxy will be necessary for adoption.

Section 4. PROCEDURES AND NOTICE. Any proposed amendment, repeal, or alternation of the Charter or Bylaws to be acted upon at the Annual Meeting shall be filed with the President prior to May 1.

Article XI - Fiscal Year

Section 1. The fiscal year shall begin on the day of January 1.

