

NATIONAL ASSOCIATION OF TEACHERS OF SINGING, INC.

IOWA CHAPTER BYLAWS

PREAMBLE

In compliance with its chartered rights and obligations, the Iowa Chapter shall be subject to the rules contained in the National Association of Teachers of Singing, Inc. articles of Association and Bylaws and the following Bylaws.

Revised September 2016; currently undergoing further revisions

Article I Chapter Name, Location, and Description

The name of the chapter shall be the Iowa Chapter of The National Association of Teachers of Singing, Inc. (hereafter referred to as "NATS"), hereinafter referred to as "the Chapter." The Iowa Chapter will be designated a nonprofit, educational association.

Article II Objectives and Code of Ethics

The Chapter adopts fully the stated purposes of NATS which are:

- a) To establish and maintain the highest possible standards of ethical principles and practices in the professions of teaching, singing, and vocal art.
- b) To establish and maintain the highest possible standards of competence in said teaching profession.
- c) To encourage and conduct research.
- d) To disseminate information to the profession at large.
- e) To stimulate effective cooperation among vocal teachers for their mutual welfare and advancement.
- f) The Chapter as an organization subscribes without reservation to the NATS Code of Ethics, adherence to which is one of the conditions of individual membership in the National Association.

Article III Organization

Section I: Membership

- a) Membership in the Chapter is contingent upon active membership in the National Organization. It is the sole responsibility of the Chapter member to keep membership in NATS current. Chapter membership ceases when the member resigns or is dropped from the National Association.

- b) The annual membership dues for the Chapter shall be as set by membership vote and are due with national membership dues.

Section II: Board of Directors

General Powers, Terms of Office, and Duties of the Board of Directors

The Board of Directors shall derive its power from the Chapter, and shall have full authority to act for the Chapter, within the limitations defined by these Bylaws. The Board at its own discretion may study, formulate, or alter policies deemed necessary or expedient for the welfare of the Chapter.

The Board shall consist of a maximum of five voting members in good standing, plus the immediate past President. The Board is made up of an Executive Committee which consists of the President, Vice President and Secretary/Treasurer. Additionally, three Chapter members will fill the posts of Auditions Chair, Independent Studio Representative, and Student NATS (SNATS) Representative from the Chapter membership. The SNATS representative shall not be a voting member of the Board.

Board members shall be available for chairmanships of ad hoc committees in the various activity areas. These duties may include, but are not limited to: Workshop chair, website chair, newsletter chair, publicity chair, nominating committee chair, and event chair.

Board members are expected to attend all called meetings and to report on their respective responsibilities. More than two absences may result in dismissal from the Board. If more than two absences occur, it is the President's prerogative to recommend that member's dismissal to the Board which will, in turn, make a final ruling. In such cases or in the event of a resignation of a Board member, the President shall appoint a current Chapter member in good standing to fill the member's unexpired term.

Term Limits of the Board

The Chapter will be responsible for electing its Secretary/Treasurer to a two-year term that rotates upward from Secretary/Treasurer to Vice-president, to President in a six-year rotation. A new Secretary/Treasurer, and Independent Studio Representative at Large, will be voted into office by the membership every two years. All terms of officers begin January 30th following an election cycle.

Duties of the Officers

The President:

- Shall preside at meetings of the Officers and Board, and at general meetings of the Chapter
- Shall ensure that the Bylaws are enforced
- Is responsible for scheduling all meetings
- Is responsible for following up with Board and Chapter members on their assigned responsibilities
- Shall be empowered to appoint any and all committee chairs
- Is an ex-officio member of all committees
- Shall biannually appoint a Nominating Committee Chair from the Board
- Shall prepare the annual fall and spring newsletters to be sent out in September and January to all members
- Shall be responsible for the upkeep of the Iowa NATS Chapter website and may appoint a Website Chair

The Vice President:

- Shall succeed the President upon the completion of the President's term
- Shall perform any duties of the President in the absence of the President, including the calling of necessary Chapter meetings
- Shall help the President with additional work or projects

The Secretary/Treasurer:

- Shall succeed the Vice President upon completion of the Vice President's term
- Shall maintain the master file of current and past members to be updated in January of each year. (The President has access to the master list through nats.org)
- Shall keep the minutes of Chapter meetings and communicate these minutes to the membership via the President, who upon receipt, will send them out to the membership via the nats.org site
- Shall present a report of the Chapter's financial status at each Chapter meeting
- Shall handle the accounts of the Chapter

Independent Studio Representative at Large:

- Shall serve for a two-year term
- Shall serve as a representative of Chapter Members not affiliated with a college or university

Auditions Chair:

- Shall be appointed by the President and will serve a two year term
- Shall locate host sites for chapter auditions at least three years in advance with the exception of the years when the Central Region Conference is hosted in the state of Iowa
- Shall communicate with the site host regarding organizational details concerning the physical site
- Shall communicate to the President all information concerning audition site locations at least three years in advance
- Shall coordinate registration, scheduling, and adjudication assignments for all adjudication rounds (scheduling software is available at NATS.org)
- Shall schedule all rounds of both classical and musical theatre categories. (Of note: Teachers may opt out of adjudicating musical theatre categories. Musical Theatre Finals will be held separately from Classical Category Finals)
- Shall enforce the regulations in order to fulfill the Mission of the Student Auditions
- Shall provide the President with a list of all Student Audition Finalists and their teachers, no more than three days following completion of the Student Auditions
- The Auditions Chair may choose to delegate various tasks to Chapter members, but it is the Chair's responsibility to ensure they are completed
- The Auditions Chair may solicit advice from the Regional Governor or the National Student Auditions Coordinator, but shall be the final authority regarding the rules and regulations

The on-site host/coordinator for the auditions will assist the Auditions Chair with all details regarding the physical location at which the student auditions are being held. The coordinator may choose to delegate tasks to other Chapter members but it is the coordinator's responsibility to see that they are completed. The on-site coordinator will be responsible for coordinating and supplying details regarding location, hotels, teacher break-room, lunch and breakfast options, breakfast meeting room for membership, runners/timers, and the posting of results. The on-site host will coordinate with the Auditions Chair to create adjudication packets for each judging location and is responsible for providing the printing of documents as needed for the event.

Past President:

- Shall serve as ex-officio member of the board for two additional years in an advisory position
- Shall not have voting privileges

Student NATS (SNATS) Representative at Large:

- Shall be a non-voting member of the Board and will serve a one year term
- Shall be assigned duties by the President
- Shall serve as an ambassador for the President
- Shall run an annual meeting of all Chapter SNATS members which will include an agenda for the development of SNATS organizations within the Chapter
- Shall be appointed annually by the Iowa Chapter President and selected from current Iowa SNATS Chapter Presidents no later than September 15
- Shall maintain a current contact list of Chapter SNATS members

Elections and Terms of Office

In an election year, the President shall appoint a Nominating Committee Chair from the Board who, in turn, shall choose the remaining two members of the committee. The Chair and one other member shall be from the Board and the remaining member will be chosen from current members of the Chapter in good standing.

It is the duty of the Nominating Committee to prepare a list of potential candidates to fill vacancies on the Board. The Nominating Committee must agree on the list of nominees before said nominees are approached, and shall outline the duties of each office to the nominees.

The Nominating Committee shall report its nominees and bios to the President by October 10 of an election year. The slate of nominees shall then be introduced to the Chapter membership via email before October 15. The President shall coordinate an online vote to be completed before November 30.

Nominations of members other than those presented by the Nominating Committee may be added to the list of nominees by a petition of three Chapter members in good standing before October 30 of an election year.

Section III: Business Meetings

The Chapter will hold at least one business meeting per year. Meetings will be set during Iowa Chapter Auditions and Central Region Auditions. Additional meetings will occur at the discretion of the President.

Section IV: Quorum and Voting

A quorum at any meeting of the Chapter membership shall consist of 20% of the members in good standing. When necessary, a vote of the Chapter may be taken by mail or email and in this case, the membership will be given no less than 30 days to review the information. A voting deadline will be given and a simple majority vote will rule.

Article IV Bylaw Revisions

Any and all Bylaw revisions must be presented to the entire membership no less than 30 days prior to voting, and all Chapter members must be given the opportunity to vote.

Revised September 2016; currently undergoing further revisions