

# **CONSTITUTION OF THE MICHIGAN EARTH SCIENCE TEACHERS ASSOCIATION**

## Article I (Name)

Section 1: The name of this organization shall be the Michigan Earth Science Teachers Association, hereafter to be known as MESTA.

## Article II (Purpose)

Section 1: The purpose of MESTA shall be the advancement, improvement, and coordination of Earth and Space Science education in Michigan at all educational levels through the voluntary and donated efforts of MESTA members.

Section 2: MESTA shall operate exclusively as an educational non-profit organization as described in Section 501 (c) (3) of the Internal Revenue Code.

Section 3: In the event of dissolution, all assets, real and personal, shall be distributed to the National Earth Science Teachers Association, or such organizations as are qualified as tax exempt under section 501 (c) (3) of the Internal Revenue Code or the corresponding provisions of a future United States Internal Revenue Code.

## Article III (Membership)

Section 1: Membership is available to those actively engaged in the teaching of Earth and Space Science, and to those with an interest in Earth and Space Science education.

Section 2: MESTA is formally committed to the principle of equal opportunity for all persons, without regard to consideration of gender, gender identity, sexual orientation, ancestry, citizenship, ethnic or national origin, race, color, political or religious affiliation, creed, disability, or age.

Section 3: For purposes within MESTA, a member in good standing shall refer to members whose dues are current and whose conduct as a member is coincident with the aims, goals and vision of MESTA.

## Article IV (Organization of Officers)

Section 1: The elected officers of MESTA shall be the President, President-Elect, Immediate Past President, Secretary, Treasurer, and Membership Director.

Section 2: The appointed officers shall include, Committee Chairpersons, Editors, Coordinators, Advisors, and At Large Representatives as appointed by the President and approved by the Executive Committee.

Section 3: The Executive Committee shall consist of the President, President-Elect, immediate Past President, Recording Secretary, Treasurer, Membership Director and Editor.

Section 4: The Governing Board shall consist of the Executive Committee plus the remaining appointed officers.

Section 5: The powers and duties of the officers, together with the method of their selection shall be prescribed in the Bylaws.

Section 6: The President-Elect shall ascend to the position of President upon completion of his/her term of office as President-Elect. The President-Elect shall ascend to the Presidency in the case of the permanent inability of the current President to fulfill the duties of the office.

Article V (Quorum)

Section 1: Four Executive Committee Members shall constitute a quorum of any scheduled meeting of the Executive Committee.

Section 2: Four Executive Committee Members and four additional Governing Board members shall constitute a quorum of any scheduled meeting of the Governing Board.

Section 3: A quorum of the Executive Committee and those MESTA members attending any announced MESTA General Membership Meeting shall constitute a quorum for that meeting.

Article VI (Removal from Office)

Section 1: Any elected or appointed official may be removed from office for cause.

Section 2: Removal from office shall be by majority vote of the Executive Committee.

Article VII (Amendments)

Section 1: Proposed amendments to this Constitution shall be presented to the Executive Committee by any MESTA member in good standing. Proposed amendments shall be approved by a majority vote of the Executive Committee before being forwarded for approval by the Governing Board.

Section 2: Proposed amendments to this Constitution, if approved by a majority vote of the Governing Board, shall be submitted to the membership by mail and/or electronic means for ratification.

Section 3: This Constitution may be amended by a two-thirds vote of those members responding to the mail or electronic ballot, or at any planned General Membership Meeting providing a Board-approved copy of the proposed amendment is made available to every member at least 5 days before the period for ratification. The Governing Board shall determine the length of the ratification period.

Article VIII (Organizational Liability: Liability of Officers and Representatives.)

Section 1: a. Documents with legal standing shall be attached to, and included as part of, this document to limit to the fullest extent of the law the liability of any MESTA Officer, Board Member, or designated Representative.

date needed	Original Constitution
7/23/08	Substitute Constitution Approved by committee—sent to Exec Committee
8/24/08	Constitution approved by Executive Committee
9/13/08	Constitution approved by Governing Board
10/4/08	Constitution approved by general membership

# **BYLAWS OF THE MICHIGAN EARTH SCIENCE TEACHERS ASSOCIATION**

## **Article I (Officers)**

Section 1: Only those who are members in good standing shall be eligible for elected or appointed office.

Section 2: The President shall appoint a member of MESTA to fill the vacancy of an elected or appointed office. These appointments will terminate at the end of the regular term of office for that position.

## **Article II (Duties)**

Section 1: The President shall preside at all meetings of the Executive Committee, Governing Board, and at the General Membership meeting held at the annual MESTA conference. Upon taking office, the President shall appoint, subject to the ratification of the Executive Committee, all Committee Chairpersons, Standing Committee Members, Editor of the Michigan Earth Scientist, Coordinators, Advisors and Governing Board members. The President, under the direction of the Executive Committee shall have charge of the affairs of MESTA.

Section 2: The President-Elect shall preside at all meetings in the absence of the President. The President-Elect shall serve as Program Chair for the annual MESTA Conference. The President-Elect shall temporarily carry on the regular duties of the President in any instances where the President is incapacitated or unavailable to perform their duties for a short period of time.

Section 3: The Recording Secretary shall keep an official record of the proceedings of Executive Committee meetings, Governing Board meetings, and MESTA General Membership meetings.

Section 4: The Treasurer shall have charge of all NESTA monies and shall submit to the Governing Board an annual report.

Section 5: The Membership Director shall keep accurate records of the membership.

Section 6: The Executive Committee shall have power to act for the Governing Board and shall ratify all appointments.

Section 7: The duties of the Governing Board Members shall be the advancement, improvement, and coordination of Earth and Space Science education within their region, so far as they are able.

Section 8: The Governing Board shall transact business, make recommendations regarding proposed amendments to the Constitution and Bylaws, establish annual dues, authorize publications and productions, and devise and carry out measures for the growth and welfare of the organization.

Section 9: Advisors shall be appointed at the discretion of the President to advise and assist in the affairs of MESTA, and shall report to the President.

### Article III (Committees)

Section 1: The President shall appoint the members of Standing Committees. The President shall appoint other committees as necessary.

### Article IV (Nominations and Elections)

Section 1: The Nominations and Elections Committee shall be appointed by the President to prepare and present a slate of nominees to the membership by mail and/or electronic means prior to the date when officers are to be elected. Any member in good standing may submit nominations to the committee. The Committee shall also conduct the election in accordance with established guidelines.

Section 2: The election of officers shall be by paper ballot and/or electronically by voting on a secure, official website for the organization.

Section 3: Balloting shall be limited to the membership in good standing.

Section 4: The election of officers shall be held prior to, or at the annual MESTA meeting. Installation of elected and appointed officers shall be at the close of the General Membership meeting. The official term of office for newly installed officers shall be two years.

Section 5: The period allotted for mail or electronic voting shall be not less than 15 days.

Section 6: Re-election to any office shall not be limited in any way.

Section 7: The President shall become immediate Past President of MESTA upon completion of his/her term of office.

### Article V (Meetings)

Section 1: At least four Governing Board Meetings shall be held annually. One General Membership Meeting shall be held at the annual MESTA Conference.

Section 2: Executive Committee Meetings may be called as needed by the President.

Section 3: Additional Governing Board Meetings may be called as needed by the Executive Committee.

Section 4: Except for the General Membership Meeting, meetings of the Executive Committee, Governing Board, and committees may be conducted electronically as long as all participants can hear all other participants.

### Article VI (Conferences)

Section 1: There shall be at least one MESTA Conference each year.

Section 2: Field Conferences shall be organized according to the rules approved by the Governing Board.

### Article VII (Dues and Publications)

Section 1: Membership dues shall be established annually by the Governing Board. Changes in the membership dues shall be effective on November 1<sup>st</sup>. Annual membership shall expire 12 months from the date of joining.

Section 2: The *Michigan Earth Scientist* shall be the official journal of MESTA, and shall be made available to all members in good standing in a timely manner by mail or electronic delivery.

Section 3: The Editor of the journal shall be appointed by the President and shall bear responsibility for publication of The *Michigan Earth Scientist*.

Section 4: The Governing Board may authorize additional publications and productions.

#### Article VIII (Amendments)

Section 1: Proposed amendments to the Bylaws shall be presented to the Governing Board by any MESTA member in good standing. Proposed amendments to the Bylaws, if approved by a majority vote of the Governing Board, shall be submitted to the membership by paper and/or electronic means for ratification.

Section 2: These Bylaws may be amended by a two-thirds vote of those members responding to the mail or electronic ballot, providing a copy of the proposed amendment shall be available to every member before it is to be voted upon.

Section 3: The Bylaws also may be amended at any planned General Membership Meeting by a two-thirds vote of the membership present, provided a copy of the proposed amendments have been made available to all members 5 days prior to the planned meeting.

#### Article IX (Parliamentary Authority)

Section 1: In all questions of parliamentary law not covered by the Constitution and Bylaws, *Robert's Rules of Order Newly Revised* shall prevail.

date needed	Original Bylaws
7/23/08	Substitute Bylaws Approved by committee—sent to Exec Committee
8/24/08	Bylaws approved by Executive Committee
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10/4/08	Bylaws approved by general membership