



CONSTITUTION

ARTICLE I – NAME

Section I – Name

a. The name of this organization shall be the Arizona Marketing Education Association.

ARTICLE II – OBJECTIVES

Section I – Purpose

- a. To establish improved communications between local Marketing, Management, and Entrepreneurship Programs (referred to henceforth as MME), with the Arizona Department of Education, vocational/academic personnel within all schools, professional and business organizations, the state institutions of higher learning, and any others interested in MME.
- b. To promote a better understanding of the purposes, operation, and standards of MME.
- c. To provide a means for the study of problems of special interest to MME teachers and/or coordinators, and the general improvement of MME.
- d. To cooperate with and support Arizona Association of Career and Technical Education and the national Marketing Educators Association through affiliate membership.

ARTICLE III – MEMBERSHIP

Section I – Membership

- a. All MME teachers and/or coordinators, local directors connected with MME are eligible, participating retired MME educators, and members of the professional community who support AME's goals.
- b. The state director of Career and Technical Education, the State Supervisor of Marketing Education, and the state DECA Advisor connected with MME shall be honorary, non-voting members of this organization.
- c. All seniors in a four year institution of higher learning preparing to be a MME teacher, and all graduate students preparing to be a MME educator are encouraged and allowed to be honorary, non-voting members of this organization.

ARTICLE IV – OFFICERS

Section I – Officers

- a. The officers, further known as the executive board, shall consist of: Past-President, President, President-Elect, Secretary, Treasurer, Digital Media Specialist

ARTICLE V - MEETINGS

Section I – Meetings

- a. The annual meeting shall be held at a time and place designated by the executive board.
- b. The executive board shall meet at least once during the school year.
- c. The executive board shall be empowered to call such other meetings as the majority of the board deem necessary.

ARTICLE VI – ELECTIONS

Section I – Elections

- a. The secretary, treasurer, and digital media specialist for the ensuing term shall be elected for a term of two years at the annual meeting. The President-Elect shall be elected to a three year progressive term with one year served in each of the following offices in this order: President-Elect, President, and Past-President.
- b. When vacancies occur for president-elect, secretary, treasurer, or digital media specialist, the president shall appoint, with approval of a majority of the remaining board members, a replacement for the remainder of the vacancy term. Vacancy of presidency is automatically filled by president-elect.

ARTICLE VII – AMENDMENTS

Section I – Amendments

- a. An amendment to this constitution must be submitted to the executive board prior to a regular meeting.
- b. The adoption of an amendment shall require two-thirds of the members present at the time of voting.

BY-LAWS

Section I – Duties of the Officers

- a. The Past-President shall represent AME as a liaison to all other organizations giving professional and/or mutual interest relationship with our organization outside the adopted MME chain of command.
- b. The President shall reside over AME regarding all AME meeting and as a liaison to all those interests within the accepted MME chain of command. The President shall

appoint such committees as are deemed necessary to conduct the activities of the organization.

- c. The President-Elect shall perform the duties of the President in his/her absence, and such special duties as the President shall request. The President-Elect will take on the duties of parliamentarian.
- d. The Secretary shall keep a full and accurate record of the meetings of the organization and carry on such correspondence as is necessary.
- e. The Treasurer shall receive membership dues and any other monies granted the organization and disperse all funds by check as required by the activities of the organization as shown on the annual budget. The Treasurer shall submit the budget for approval at the annual meeting. The Treasurer will maintain all information for the organization's tax status.
- f. The Digital Media Specialist shall be responsible for updating the AME website on a regular basis with photographs and information that will assist the membership. This is to include links to ACTE, ACTEAZ, supportive conferences and best practices. Contact information for the membership is to be included.
- g. Terms of the Officers
 - 1) Presidency – 3 years (covers president-elect, president and past president).
 - 2) Secretary – 2 years.
 - 3) Treasurer – 2 years.
 - 4) Digital Media Specialist – 3 years.

Section II – Fiscal Year

- a. The fiscal year shall be from July 1 to June 30.

Section III – Quorum

- a. All in attendance of the meeting plus a majority of the executive board shall constitute a quorum.

Section IV – Dues

- a. There will be no dues for active members.

Section V – Amendments to the By-Laws

- a. The by-laws may be amended by two-thirds of the members present at any regular meeting.

Section VI – Order of Business

a. The order of business shall be as follows:

President call the meeting to order

Reading of the minutes from the previous meeting

Officer's reports

Committee reports

Unfinished business

New business

Adjourn