

BY-LAWS

ARTICLE I

NAME

The title of this Corporation (which is hereinafter called the chapter) is the Rocky Mountain Area Dance/Movement Therapy Chapter.

ARTICLE II

Preamble and Purposes

Section I

This chapter is an extension of the American Dance Therapy Association, a national organization which is a not for-profit association. The chapter is a common meeting ground wherein therapists can become informed of current developments and share professional interests. The chapter will endeavor to provide avenues of communication among dance/movement therapists and those persons working in related fields. In addition the chapter will promote the on-going training of its members and work to increase the general public's awareness and acceptance of dance/movement therapy.

ARTICLE III

Board of Directors

Section I

The property, business, affairs and government of the chapter shall be vested in and managed by a Board of Directors consisting of persons elected from the "Professional Members" of the chapter by the membership.

Section II

The Board of Directors shall consist of three or four (3 or 4) officers (President, Vice -President, Secretary and/or Treasurer) and one (1) Committee Co-ordinator and one (1) Communications and/or Public Relations person (s). The Board of Directors shall not be less than three (3) and not more than ten (10) members.

Section III

Any one of these offices may be held by two elected individuals during a given term.

Section IV

Meetings

Regular meetings of the Directors shall be held at such times and

places as the Board of Directors may state. There shall be at least one (1) Board of Directors meeting per annum. Quorums for all Board meetings shall be two-thirds (2/3) of members.

Section IV

Special meetings of the Board of Directors shall be held whenever called by any two (2) Officers of the chapter or by a majority of the Directors.

Section V

The Board of Directors shall be elected by Professional members for a term of two (2) years.

Section VI

If the office of any Director becomes vacant, the remaining Directors, by a majority vote, shall elect a successor who shall hold office for the remainder of the term.

Article IV

Membership

Section I

Membership in the chapter with voting privileges shall be limited to those persons who have contributed an annual membership fee to the American Dance Therapy Association along with their chapter dues which has been set by the National Association. These members are also required to have been prepared through graduate dance/movement therapy training or its equivalent. Such members shall belong to the general class of persons known hereafter as "PROFESSIONAL MEMBERS".

Section II

Membership in the chapter with limited voting rights shall be offered to those individuals interested in and supporting the objectives of the profession and who have contributed an annual fee to the American Dance Therapy Association along with their chapter dues which has been set by the National Association. Such members shall receive notice of all meetings and may serve on committees. They shall be entitled to vote on all matters except election of Directors and amendments to the By-Laws. Such members shall belong to that general class of persons known hereafter as "ASSOCIATE MEMBERS".

Section III

Membership in the Association with limited voting rights shall be offered to all students verified by a student identification card or a letter from an ADTR instructor who have contributed an

annual membership fee to the association for its general use. These students shall contribute an annual membership fee to the American Dance Therapy Association along with their chapter dues which has been set by the National Association. Such members shall receive notice of all meetings and may serve on committees. They shall be entitled to vote on all matters except election of Directors and amendments to the By-Laws. Such members shall belong to the general class of persons known hereafter as "STUDENT MEMBERS".

Section IV

"Retired Members": persons who are no longer working and who have attained (65) years of age, or who have been permanently physically disabled, who have been Professional Members for at least five (5) years shall be permitted, upon application to the Secretary and Membership Committee, to retain Professional membership upon yearly payment of at least one half (1/2) the annual fee for Professional Membership. Such members shall be eligible for all privileges of Professional Membership. Such members shall belong to that general class of persons known hereafter as "RETIRED MEMBERS".

Section V

Membership in the chapter shall be offered to institutions, schools, organizations, foundations and supporters who have contributed an annual membership fee to the chapter for its general use. Such members shall belong to that general class known hereafter as "CONTRIBUTING MEMBERS".

ARTICLE V

MEETINGS

Section I

Meetings shall be held at least three (3) times annually. Special meetings can be called at any given time.

ARTICLE VI

OFFICERS

SECTION I

The officers of the Chapter shall be a President, Vice President, Treasurer and/or Secretary. They and a member of the Board of Directors shall constitute the Executive Committee.

The Executive Committee may act in place of, and instead of the Board of Directors between Board meetings on all matters, except those specifically reserved to the board by the By-Laws, pursuant

to delegation of authority to such Committees by the Board of Directors.

Section II

The President shall preside at all meetings of the Board. S/he shall coordinate all business of the Chapter and shall be responsible for the agendas of all official meetings. S/he shall appoint with the approval of the board, Chairpersons of special committees except where otherwise indicated in the By-Laws and shall be Ex-Officio member of all committees. S/he shall have the general supervision of the Chapter generally vested in the office of the President and shall serve as liaison to other professional organizations or appoint a delegate. S/he shall be responsible to the Board of Directors and to the Membership. This term of office shall be two (2) years. Following the President's term of office s/he shall have the option of serving as Past President for one year on the Board of Directors and the Executive Committee in a non-voting and advisory capacity and perform any other duties assigned by the President.

Section III

The Vice President shall serve as parliamentarian and maintain parliamentary procedures as outlined in ROBERT'S RULES OF ORDER. If the By-Laws need change, this officer, with assistance of a committee shall propose such changes for approval by the Board and ratification by the Membership. This officer shall have other duties as assigned by the President or the Board. The term of office shall be two (2) years. In the event the President cannot complete a term of office, s/he shall assume the President's duties for the balance of the term. A new election for Vice President shall be held within ninety (90) days after the change.

Section IV

The Secretary shall keep records of all business meetings of the Chapter, of all Board meetings and make a report thereon. S/he shall be responsible for seeing that notification be made of all meetings, both for the Board of Directors and to all members for the Chapter meetings. S/he shall conduct and have custody of official correspondence of the Chapter and shall serve as archivist of the chapter. This officer, together with his/her committee shall be responsible for review of qualifications for membership and for services to the membership relating to professional liability and health insurance. Additional duties include sending to the National Association: a) list of officers and committee chairpersons, b) report of the year's activities, c) notification in advance of regional and chapter conferences.

Section V

The Treasurer shall receive all monies due to the Chapter and

shall disburse such sums (all checks to have two (2) officer's signatures) as are necessary to meet lawful indebtedness incurred and authorized by the vote of the Chapter or by the board. S/he shall be chairperson of the Budget and Finance Committee. This committee shall have custody on behalf of the Chapter of all funds, securities and property and shall have the power to invest and re-invest surplus funds with the approval of the board. S/he shall assist the same committee in the preparation of the annual budget to be presented for approval to the Board. S/he shall arrange to have accounts and the budget examined annually and to render to the chapter, annually, an accurate account of all sums and funds received and disbursed and which are not expended during the preceding fiscal year. In case the budget/finance committee is not formed the treasurer will be responsible for all monies with the approval of the executive committee. S/he shall perform any duties that are commensurate with this office. The term of office shall be two (2) years.

ARTICLE VII

Committees

No professional Member shall be Chairperson of more than one Standing Committee simultaneously. All Committee Chairpersons shall report the present membership of the committee and its work in progress to the President on a regular basis as determined by the President.

ARTICLE VIII

Elections

The secretary will notify all members of meetings where nominations and/or elections will take place.

ARTICLE IX

Financial Administration

Section I

No unauthorized indebtedness shall be incurred by any member of the Chapter on behalf of the Chapter. In the event of dissolution or liquidation of the Chapter, the assets after all liabilities are paid are to be donated to a charity or charities designed by the majority of the entire membership, with prior approval of the Board.

Section II

The membership year shall coincide with the fiscal year. The fiscal year shall be from July 1 to June 30 inclusive. Dues must be paid by August 31 or membership rights are forfeited. If a new

member joins three (3) months prior to the fiscal year, his/her dues shall be credited through the end of the following fiscal year.

Section III

Chapter officers shall maintain a local bank account and record income and disbursements according to a standardized bookkeeping procedure. Annual fiscal reports will be submitted to the National Treasurer.

This chapter is bound to the standard dues assessment set by the National Association. A percentage will remain with the Association the rest forwarded by the National Treasurer to the chapter Treasurer. Monies raised at chapter functions such as workshops would accrue to the chapter sponsoring the event. No indebtedness or obligation shall be incurred by any chapter or its officers in the name of ADTA, and the Association shall not be responsible for an indebtedness or obligation incurred by the chapter or any any of its officers.

ARTICLE X

Amendments

Proposals for amendments may be submitted in writing by a board member at a regularly scheduled Board meeting. Proposals for amendments may be submitted by written petition of at least five (5) members to a Board member. Proposals, if passed by the board, are then presented to the general membership. Amendments to these BY-Laws must be mailed to the Professional membership at least thirty (30) days before the day of the meeting, together with a sample ballot, indicating either acceptance or rejection of the amendment. Amendments may be voted on by mail at least thirty (30) days before the meeting or in person at the meeting and will be passed by a majority of the votes cast by Professional Members. Amendments shall be included in the By-Laws in Article X and shall be dated.