

# WEST TEXAS SPEECH ASSOCIATION

## CONSTITUTION AND BYLAWS

REVISED AUGUST 25, 2018

### ARTICLE I: NAME AND MISSION

SECTION I The name of the organization shall be the West Texas Speech Association.

SECTION II The mission of the Association shall be to promote and foster appreciation and understanding for the profession of Speech Communication. The term Speech Communication is used to include intrapersonal, interpersonal, small group, mass, public, performing arts, speech, and debate.

### ARTICLE II: MEMBERSHIP

SECTION I Membership in this Association shall be open to all teachers, students, and individuals who are interested in Speech, Performing Arts, and allied fields. The prerequisite for holding any appointed or elected position in the Association shall be current membership.

SECTION II Voting privileges and motions are reserved to current members.

### ARTICLE III: OFFICERS

SECTION I President: Shall preside at the annual business meeting and other meetings as necessary and shall enforce the bylaws. Shall appoint committee members and committee chair to the following committees: A) Scholarship, B) Audit, C) Membership and Growth (see 2<sup>nd</sup> Vice President). Shall work closely with the Annual Site Chairperson. All officers and committee members given a copy of the Constitution and Bylaws before annual meeting adjournment.

SECTION II Vice President: Shall be responsible for the annual meeting's program. The program shall suit the needs of the membership. Programs for 6-12; undergraduate; and post graduate should be considered. If funding is needed, consult with the president and secretary-treasurer before contracting the person(s).

Shall submit all committee members and committee chairs for the upcoming year to the membership before the annual luncheon. Verified and approved at the business meeting. Inform the President, 2<sup>nd</sup> Vice President, Secretary-Treasurer, and Site Chairperson about the program and needs for the Annual Meeting. Program completed and contacts made by August 5<sup>th</sup>. Responsible for printed programs.

SECTION III 2<sup>nd</sup> Vice President: Shall be in charge of Membership and Growth. There will be three members appointed by the President to assist the 2<sup>nd</sup> Vice President. Contact Texas Region Education Centers and the UIL for e-mail addresses. If funding is needed, must contact the President and Secretary-Treasurer for verification. Have advertisement and information placed on the [wtspeech.org](http://wtspeech.org) website. All membership fees and member information sent to the Secretary-Treasurer. Annual report submitted each year at annual meeting.

SECTION IV Secretary-Treasurer: Shall provide accurate and timely receipts, disbursements, and investment of funds of the WTSA, keep full and accurate accounting records of such funds, present a balanced budget to the WTSA annual meeting, and arrange for website services for the organization.

SECTION V Election of Officers:  
At the conclusion of the annual meeting, the Vice President shall succeed to Presidency, the 2<sup>nd</sup> Vice President shall succeed to Vice Presidency. The 2<sup>nd</sup> Vice President shall be elected by majority vote.

Secretary-Treasurer: Shall be elected at the annual meeting one year in advance of taking office. Shall hold office for a period of three years. May be re-elected.

SECTION VI If any office is vacated before the end of the term, the executive council (President, Vice President, 2<sup>nd</sup> Vice President, Secretary-Treasurer) has the authority to appoint a member of the Association to fill the office until the next annual meeting.

## **ARTICLE IV: BY-LAWS**

SECTION I Executive Council  
The Executive Council shall consist of the President, Vice President, 2<sup>nd</sup> Vice President, and Secretary-Treasurer.

The Executive Council shall be authorized to conduct the routine business and professional arrangements of the Association. The Executive Council shall make recommendations regarding revenue and expenses that are appropriate to fulfill the functions of the organization and assure its financial stability.

SECTION II Audit  
The President shall appoint a three member audit team to review all financial statements before the Annual Business Meeting. The Secretary-Treasurer will have all financial business transactions available for the Audit Committee the morning of the Annual Meeting.

SECTION III Meetings  
The WTSA annual meeting will be held the last weekend in August before the Labor Day weekend.

Location and August date will be set at the annual business meeting. Location will rotate between the Lubbock and Amarillo areas. Notification of the annual meeting will be e-mailed to members and posted on the West Texas Speech Association website thirty days in advance of the annual meeting.

SECTION IV Finances  
Membership shall extend from annual meeting to the next annual meeting.  
Dues: Regular Membership: \$40.00 Student Membership: \$10.00  
Student memberships are a one-time fee for their high school career.

SECTION V Noyce Burleson Memorial Scholarships  
Annually one or more scholarships in the amount of \$200-\$500 each may be awarded to one or more outstanding WTSA High School seniors who have

excelled in speech communication endeavors. All nominees' speech/debate teachers/coaches must be active members of WTSA.

Committee members and Committee chair shall be appointed by the incoming President at the annual meeting. Membership will be comprised of 3 WTSA members who are not coaching high school speech/debate competition events. One member must be retired or of a non-teaching profession.

Applications for the scholarship will be available on the WTSA website. If members want to have the Committee Chair to mail applications, please notify the Chair before Feb. 1. Applications are to be mailed to the Committee Chair before April 15. Committee Chair will contact all Committee Members and selections will be made by May 5<sup>th</sup>. Announcement of scholarship recipients will be made by May 15<sup>th</sup>.

Committee Chair will notify the President and Secretary-Treasurer of the recipients before May 15<sup>th</sup>.

SECTION VI Parliamentary Authority  
Except as otherwise provided in the Bylaws, Roberts Rules of Order, Newly Revised, shall be used as the parliamentary authority.

SECTION VII Amendments  
The Bylaws may be amended at the annual meetings of the Association by a majority vote provided that a written notice of the amendment has been forwarded to the membership or posted on the WTSA website 30 days before the annual meeting. In the event that no prior notice has been given, amendments to the Bylaws made at the annual meeting must receive  $\frac{3}{4}$  vote of the members present.