

Washington Student Math Association

Bylaws

Article I Name

1. This organization shall be known as the Washington Student Math Association.

Article II Purpose

1. The Washington Student Math Association is formed for the purpose of connecting and supporting students and mathematics clubs and any or all other lawful business purposes for which corporations may be formed.

Article III Board of Directors

1. The Board of Directors shall consist of at least five members, serving without pay.
2. Vacancies shall be filled by the Board, with the recommendation of the Executive Director.
3. Board members shall serve for a minimum of one year.
4. Board members with an insubordinate number of absences shall be dismissed from the Board, by the reasonable judgment of other Board members.
5. It is the duty of the Board of Directors to provide advice and counsel for the Officers of the Association, approve changes and nominations to the Board of Directors and Officers, approve budgeting decisions, and promote the causes of the Association in a manner they see fit.

Article IV Dues

1. The annual dues of the members shall be determined each year by the Board of Directors and Officers. The membership year starts on September 1 and ends August 31.

Article V Membership

1. Membership for this Association is open to all students, parents of students, math club coaches, educators, teachers, school administrators, and others with similar interests to the Association.

Article VI Duties of the Officers

1. The appointed Officers of the Association shall consist of a President, Vice President of Project Management, Vice President of Content Development, Vice President of Public Relations, Webmaster, Secretary and a Treasurer.
2. Appointed Officers of the Association will serve a term of one year.
3. Officer Duties
 - a. The President presides at all Board meetings, sets the overall direction of the organization, manages all officers, drives high-level organizational thought - sets, prioritizes, executes organizational goals, and performs other necessary duties associated with the office.
 - b. The Vice President of Project Management shall assume the duties of the President in the absence of the President for a period of time or a specific meeting. He/she shall coordinate projects and tasks and manage logistics and administrative tasks within the organization. The VP of Project Management is also responsible for staying informed about the work of other officers and teams and for promoting communication withing WSMA.
 - c. The Vice President of Content Development shall assume the duties of the President in the absence of both the President and the Vice President of Project Management. He/she directs work to conceive of, develop, and compile high-quality materials across WSMA projects.
 - d. The Vice President of Public Relations shall assume the duties of the President in the absence of the President, the VP of Project Management, and the VP of Content Development. He/she plans promotional events for both the organization in general and its many services. He/she also delegates tasks/duties among the various members of his/her team. The VP of Public Relations strengthens and invigorates our community presence through initiatives such as recruiting, fundraising and persistently promoting mathematics and our mission within the community.
 - e. The Webmaster shall assume the duties of the President in the absence of the President and all three VP's. He/she shall lead WSMA's use of technology across all projects. In particular, the Webmaster designs, implements, and runs the website functions of the Association.
 - f. The Secretary shall assume the duties of the President in the absence of the President and all three VP's and the Webmaster. He/she is in charge of taking notes and minutes at Board meetings, keeping an official record log, keeping record of documents related to the Association, and sending meeting reports to members of the Association.

- g. The Treasurer shall assume the duties of the President in the absence of the President and all three VP's, the Webmaster, and the Secretary. He/she keeps record of the Association's budget and prepares financial reports as needed.
- h. If the Board or Officers deems that an officer is not fulfilling his or her duties, then a vote may be taken to remove that officer from his/her position. To take a vote, a majority of board members and all five of the remaining officers must be present. A simple majority among these people is necessary to remove the officer.

Article VII Committees

- 1. The Board may appoint standing and ad hoc committees as needed.

Article VIII Meetings

- 1. Regular meetings shall be held at least twice a month.
- 2. Special meetings may be held at any time when called for by the President or a majority of Board members.
- 3. Agendas shall be provided at one week in advance.
- 4. Annual stakeholder meetings will be held at least one month before the conclusion of the membership year. During these meetings, the Board of Directors will remove any members, appoint new members, and appoint the next year's Officers of the Association.

Article IX Voting

- 1. A majority of board members constitutes a quorum.
- 2. In absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.
- 3. Passage of a motion requires a simple majority of over half the voting Board members.

Article X Conflict of Interest

- 1. Any member of the board who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will vacate his seat and refrain from discussion and voting on said item.

Article XI Fiscal Year

1. The fiscal year of the board shall be September 1 to August 31 of the subsequent year.

Article XII Amendments

1. These bylaws may be amended by a two-thirds vote of Board members present at any meeting, provided that 1.) A quorum is present and 2.) A copy of the proposed amendment is provided to each Board member at least one week prior to the said meeting.

Article XIII Dissolution

1. Upon dissolution of the Washington Student Math Association, assets of the said Association may be distributed for charitable and educational purposes as decided by the Board of Directors.