

SPEECH AND THEATRE ASSOCIATION OF MISSOURI
CONSTITUTION

ARTICLE I - NAME

The name of this organization shall be the Speech and Theatre Association of Missouri.

ARTICLE II - PURPOSE

This Association shall promote communication and cooperation among members of the speech and theatre professions in Missouri, work to increase professional stature, and to improve teaching, research and scholarship in the communicative arts and sciences.

ARTICLE III - MEMBERSHIP

Section 1. The Association recognizes six types of memberships: Student, Regular, Sustaining, Retiree, Life and Institutional.

Section 2. Any person or institution interested in the purposes of the Association is eligible for membership upon payment of proper dues.

ARTICLE IV - OFFICERS, OFFICERS' DUTIES AND TERMS OF OFFICE

Section 1. The officers of this Association shall be a President, Vice-President, Vice-President Elect, Executive Secretary and Director of Publications.

Section 2. The President shall preside at the meetings of the Association and the Governing Board, appoint committees, and subject to approval by the Governing Board, appoint persons to fill vacant offices, and perform other duties customary to the Office of President.

Section 3. The President shall appoint delegates to professional organizations who shall attend professional meetings and report to the Board.

Section 4. The Vice-President shall plan the conference program, and in the absence of the President, shall perform the duties of the President. The Vice-President shall be President-Elect, and shall automatically succeed to the Presidency after a term of one year as Vice-President.

Section 5. The Vice-President Elect shall collect the reports of Officers and Committees for archival purposes, serve as a resource for Committee Chairs, be an Ex-Officio

member of the Membership Committee, and carry out other duties as assigned by the Executive Council. The Vice-President Elect shall be nominated from among the current members of the Board of Governors or persons who have served on the Board in the past years. The Vice-President Elect shall automatically succeed to the position of Vice-President after a term of one year as Vice-President Elect.

- Section 6. The Executive Secretary shall have charge of all business of the Association; keep the minutes of the Executive Council and the Board of Governors and distribute them to the respective memberships within one month after each meeting; keep accurate financial records; report to the Governing Board regularly and to the membership at an annual business meeting; and maintain the files of the Association. The Executive Secretary shall be elected for a term of three years and shall be eligible for re-election.
- Section 7. The Director of Publications shall be responsible for the publication of a journal and newsletter of this Association. The Director shall appoint a newsletter editor and shall supervise the staff needed for publication of as many issues annually as the Board of Governors, upon recommendation of the Finance Committee and the editorial staff, deems feasible. The Director shall be elected for a term of three years and shall be eligible for re-election.
- Section 8. The Officers and the Immediate Past President of the Association shall constitute the Executive Council. The Executive Council may act for the Association between meetings of the Board of Governors.
- Section 9. The Officers shall be elected at a business meeting to be held during the annual conference.
- Section 10. The terms of the Officers shall begin 30 days following the date of their election and shall extend thereafter for the period of election or appointment.
- Section 11. Members of the Executive Council (President, President-Elect, Vice-President Elect, Past President, Director of Publications, and Executive Secretary) shall attend the STAM pre-conference meeting, conference activities, post conference meeting, and spring meeting. Members will also complete all duties as assigned to their position in the STAM Constitution. Members missing more than one of these meetings or not completing duties as assigned by the Constitution shall be considered for removal from the Executive Council. Removal will be by a 2/3rds approval of voting members of both the Board of Governors and Executive Council. In the case of removal, the President shall appoint a replacement to fulfill the removed officer's year of service until his/her position is replaced in an election conducted at the annual fall conference. The President shall contact officers considered for removal for an explanation of the absence(s) or failure to

fulfill duties of their position. The Executive Council shall consider any submitted explanation as justification for excusing the absence(s) or failure to fulfill assigned duties.

ARTICLE V - GOVERNING BOARD

- Section 1. The Governing Board shall consist of the Executive Council and twelve persons elected from the membership at large, one non-voting student member elected from the student membership, and a DESE representative who will serve ex officio without vote.
- Section 2. The Speech and Theatre Association of Missouri shall elect a Governing Board.
1. Members of the Governing Board shall be elected at large, four each year, for a term of three years. Terms of office for board members shall begin 30 days after their election and continue until 30 days after their successors are elected. The student member shall be elected for a one-year term from and by the student membership and by the student membership in attendance at the annual conference. The student member may be re-elected for a second term.
 2. In the event a Board of Governors member is unable to fulfill their elected term, the President will fill the position through appointment or special election with approval of the Board of Governors.
- Section 3. The Governing Board shall direct the policies and administer the affairs of the Association except as otherwise provided in this Constitution and By-laws.
- Section 4. The Governing Board shall hold at least one meeting annually. Additional meetings may be called by the President. The Executive Council, or any seven members of the Governing Board, may also call additional meetings.
- Section 5. The Speech and Theatre Association of Missouri shall participate in selecting the Speech Advisory Committee of the Missouri State High School Activities Association in the following manner:
1. The Governing Board shall nominate three persons from the appropriate M.S.H.S.A.A. District as vacancies occur.
 2. The Committee membership shall be selected by the M.S.H.S.A.A. Executive-Secretary from these nominations.
- Section 6. Members of the Board of Governors shall attend the STAM pre-conference

meeting, conference activities, post conference meeting, and spring meeting. Members missing two or more meetings in any year shall be considered for removal from the Board of Governors. Removal will be by a 2/3rds approval of voting members of both the Board of Governors and Executive Council. In the case of removal, the President shall appoint a replacement to fulfill the removed officer's year of service until his/her position is replaced in an election conducted at the annual fall conference. The President shall contact officers considered for removal for an explanation of the absence(s). The Executive Council shall consider any submitted explanation as justification for excusing the absence(s).

ARTICLE VI – AMENDMENTS

This Constitution may be amended in the following manner:

- Section 1. Amendments may be initiated by the Governing Board, the Executive Council, or by petition of ten members in good standing.
- Section 2. Amendments reviewed by the Constitutional Committee, made available to the membership by mail 30 days prior to vote, approved by the Board of Governors by a two-thirds vote and adopted by a majority vote at the annual business meeting, or
- Section 3. Amendments approved by a majority of the Board of Governors or introduced at the annual business meeting by petition and adopted by a two-thirds vote at the annual business meeting, or
- Section 4. Amendments approved by a majority of the membership via a mail ballot authorized by the Board of Governors. Such ballot to be sent by the Executive Secretary and returned and tabulated within 30 days.

Constitutional revision adopted at the annual business meeting in Columbia, September 27, 1980. Retyped with amendments and revisions September 1986. Further amendments approved December 1993, September 1995, June 1999, September 2001, September 2002, September 2005, September 2007, September 2013, September 2015, and September 2017.

BY-LAWS

ARTICLE I - MEMBERSHIP

- Section 1. Regular members are those persons who pay the annual dues.
- Section 2. Sustaining members are those persons paying the annual dues, a portion of which will be contributed to the Scholarship Fund, determined by the Governing Board for this class of membership.

- Section 3. Institutional memberships are held by all educational institutions and firms who pay the dues determined by the Governing Board for this class of membership. Annual dues and conference fees for one selected individual are provided.
- Section 4. Full-time students in secondary schools, colleges and universities may hold non-voting membership by paying the appropriate dues.
- Section 5. All members of the Association shall be entitled to receive its official publications.
- Section 6: Life members are those persons paying the amount determined by the Governing Board for this class of membership or those who have been awarded the STAM Emeritus Award. Life members are not required to pay annual dues but are subject to conference fees.
- Section 7: Retiree members are those persons paying the annual dues determined by the Governing Board for this class of membership.

ARTICLE II - DUES

- Section 1. Dues shall be set by the Governing Board.
- Section 2. Annual dues shall be payable in September. The fiscal year shall be the begin July 1.
- Section 3. The Governing Board shall have the power to arrange joint memberships with other professional organizations.

ARTICLE III - STANDING COMMITTEES

- Section 1. The following Standing Committees shall be appointed: Archival, Awards, Conference, Constitution & Bylaws, Electronic Communications, Finance, Membership Development, Nominating, Publications, Scholarship.
- Section 2. The chairpersons of the Standing Committees shall make an annual report to the Governing Board and as many reports as the Board may request.
- Section 3. The Membership Development Committee shall conduct a membership drive annually and lead mentorship activities for the organization's membership. The Membership Development Committee shall be chaired by a member of the Board of Governors as appointed by the President.
- Section 4. The Finance Committee shall recommend financial policies and measures.
1. Composition: The Finance Committee shall be chaired by the Executive Secretary and shall include the Vice-President Elect and at least one

additional member of the Board of Governors appointed by the President.

2. Duties: It shall be the responsibility of this committee to prepare and present a budget proposal to the Board of Governors at the spring Board meeting. The Committee shall conduct an internal audit of Association accounts and report results and recommendations to the Board and to the fall convention.
3. The Finance Committee is charged with maintaining the financial solvency of the organization through proposing changes in membership costs, preparing the annual budget, and setting prices for STAM publications.

Section 5. The Publications Committee shall advise the Director of Publications and shall be selected in the following manner:

1. Composition: The Publications Committee shall be chaired by the Director of Publications and include members to serve as an editorial board as appointed by Director of Publications. This committee shall provide a quality journal for the membership annually.

Section 6. The Awards Committee shall establish appropriate honors for noteworthy accomplishments in speech and theatre.

1. Composition: The Awards Committee shall be composed of three members of the Board of Governors appointed by the President.
2. Duties: The Committee shall establish criteria and develop measurement instruments for awards to students, members and non-members. The Committee shall select and procure appropriate awards, certificates and other expressions of appreciation as directed by the Board of Governors. The Committee shall bear the responsibility for the distribution and assessment of measurement instruments and shall report results and recommendations to the Board at the pre-conference meeting.

Section 7. The Nominating Committee shall nominate qualified members to serve as officers and governors of the Association and shall, in so far as feasible, provide the membership with a slate balanced in level and fields of interest.

1. Composition: The Committee shall consist of three members of the Board of Governors elected by the Board members excluding the President and the Immediate Past President.
2. Duties: It shall be the duty of this Committee to seek out candidates for

positions to be filled and to secure and communicate relevant information about these candidates to the membership. The Committee shall accept credentials from volunteers and nominees from the floor at the first conference business meeting and shall aid these nominees in communicating their candidacy.

Section 8. The Conference Committee shall plan the annual convention.

1. Composition: The Committee shall be chaired by the Vice-President and shall include two additional members from complementary fields of interest or level of expertise as requested by the Vice-President.

Section 9. The Constitution and Bylaws Committee shall be responsible for receiving and reviewing all proposed amendments to the Constitution and Bylaws and to submit their recommendations in the form of proposed amendments to the Board of Governors and the Membership.

Section 10. The Archival Committee shall compile the records of the Association as well as other items of interest to members of the profession and maintain the archives of STAM activities.

1. Composition: The committee shall be chaired by a Historian appointed by the President to a three-year term. The Historian will appoint other members of the committee and will report to the Board of Governors and the membership at the annual fall meetings.

Section 11. The Electronic Communications Committee shall be responsible for development and maintenance of the STAM website, maintaining an electronic archive, and avenues for ongoing communication with and among the membership. The committee shall be chaired by a Director of Electronic Communications as appointed by the President to a three-year term. The Director of Publications and Executive Secretary shall serve as members of this committee, in addition to other appointments made by the President or Director of Electronic Communications.

Section 12. The Scholarship Committee shall be responsible for awarding scholarships to students pursuing a career in the fields of speech and/or theatre education.

1. Composition: The scholarship committee shall be composed of three members of the Board of Governors appointed by the President.
2. Duties: The committee shall establish criteria and develop instruments to measure, select and award financial support to qualified students. The Committee shall bear the responsibility for the distribution

and assessment of measurement instruments and shall report results and recommendations to the Board at the pre-conference meeting.

ARTICLE IV - MEETINGS AND VOTING

Section 1. An annual conference of the Association shall be held at a time and place to be determined by the Governing Board.

Section 2. At least one business meeting shall be held during the annual conference.

Section 3. Additional meetings may be called by the Governing Board.

ARTICLE V – QUORUM

A quorum of the Governing Board shall be nine.

ARTICLE VI - RULES OF ORDER

Robert's Rules of Order, Newly Revised shall be the parliamentary guide of this Association, except where they conflict with the Constitution and By-laws.

ARTICLE VII – AMENDMENTS

These By-laws may be amended at any annual business meeting of the Association by a two-thirds vote.