

**CONSTITUTION and BYLAWS
of
THE CLASSICAL ASSOCIATION
OF VIRGINIA**



Revised May 4, 2013

BYLAWS

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BYLAWS of the CAV

**ARTICLE I
*Duties of Officers***

- (1) The President and Vice-President shall take office at the conclusion of the meeting at which they have been elected, and shall serve for a term of two (2) years. The Secretary and Treasurer shall take office on the first day of July following their election.
- (2) Officers shall perform the duties appropriate to their offices, as outlined in the current edition of Robert's Rules of Order Revised.
- (3) In addition to the foregoing:
 - a. The president and the secretary shall be responsible for publicity concerning the association.
 - b. The president shall be responsible for the program, apart from business, at all meetings of the association.
 - c. The vice president shall oversee all competitions and awards offered by the CAV.

**ARTICLE II
*OFFICIAL PUBLICATION***

The official publication of the association shall be a newsletter to be published and posted on the website.

ARTICLE III
Executive Committee

- (1) The Executive Committee shall consist of the officers of the association, the immediate past president of the association, the Directors of the Latin Tournament, Latin Essay Contest, and Classical Essay Contest, the Newsletter editor, the Webmaster, the Vice President of the Classical Association of the Middle West and South for Virginia, the Historian, the Director of the Teacher Placement Service, the two Membership Chairmen, and two Members-at-Large.
- (2) The officers of the association shall hold, *ex officio*, the same offices in the Executive Committee.
- (3) The Directors of the Latin Tournament, Latin Essay Contest, Classical Essay Contest, and Teacher Placement Service, as well as the Editor of the Newsletter, the Website Editor and the Historian shall be appointed by the president for a term of two years coextensive with his/her own.
- (4) The Vice President of CAMWS shall be appointed by CAMWS.
- (5) The Members-at-Large shall be elected for a two year term, in alternate years from the years in which the officers of the association are elected.
- (6) The Executive Committee shall meet at the call of the President.
- (7) The function of the Executive Committee shall be to assist and advise the officers in the performance of their duties, and to prepare the agenda for business meetings of the association.
- (8) The Executive Committee is empowered to act in the interest of the association in the interval between business meetings of the association.

ARTICLE IV
OTHER COMMITTEES

- (1) There shall be a Tournament Committee, appointed by the President upon the recommendation of the Director of the Latin Tournament.
- (2) The President may from time to time appoint such committees as appropriate to further the work of the association.

- (3) There shall be a Committee on Awards chaired by the Vice-President which shall coordinate current and future awards programs. Members shall be appointed by the President in accordance with the guidelines developed for each award.

ARTICLE V
DUES and FEES

- (1) Effective 1 July, 2013, the annual dues shall be **fifteen dollars**, if paid by November 1. After November 1, the dues will be **twenty** dollars.
- (2) Life membership may be established by any member by the payment of a one time fee equal to twenty times the annual rate.
- (3) Honorary members shall be exempt from paying dues.
- (4) No part of the income of this association shall inure to the benefit of, or be distributable to, its officers, members, or other private persons, except that the association shall be authorized to pay reimbursements for expenses incurred in furtherance of the object of the association set forth in Article II of the Constitution.
- (5) Upon dissolution of this association, the Executive committee shall, after paying or making provision for the payment of all of the liabilities of the association, dispose of all of the assets of the association exclusively for the purposes of the association in such manner or to such organizations operated exclusively for education purposes as at the time qualify as exempt organizations under Section 501 (c) (3) of the Internal Revenue Code (or the corresponding provisions of any United States Internal Revenue Law) as the Executive Committee shall determine. Any assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the association is located, exclusively for such purposes or to such organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VI
MEETINGS

- (1) The association shall meet regularly twice a year, once in the fall and once in the spring.
- (2) Additional meetings may be held at the discretion of the Executive Committee, provided that, if business is to be transacted, due notice must be given to all members in accordance with the provisions of Article V, Section 3, of the Constitution of the Classical Association of Virginia.

ARTICLE VII
Parliamentary Authority

Parliamentary authority for the association shall be Robert's Rules of Order Revised.

ARTICLE VIII
How to Amend

- (1) Procedure for the amendment of these bylaws shall be the same as that for the amendment of the Constitution, except that it may be accomplished by a majority vote of those present at the meeting at which action is to be taken.
- (2) By a three-fourths vote of the members present at any duly assembled business meeting of the association, the provisions of Section 1, this article, may be suspended to allow for action on a proposed amendment to the bylaws at the same meeting at which such proposal may have originated. An amendment adopted under this suspension of the rules, however, shall be operative only until the next regular business meeting of the association, at which time it shall again be submitted to a vote. If approved a second time by a majority of the members present it shall become a permanent part of the bylaws.