

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



**Revised October 8, 2005**

*CONSTITUTION*

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**CONSTITUTION of the CAV**

**ARTICLE I  
NAME**

The name of this association shall be The Classical Association of Virginia.

**ARTICLE II  
OBJECT**

The object of this association shall be the promotion of Greek and Latin studies in the state of Virginia.

This association is organized exclusively for educational purposes.

No substantial part of the activities of this association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the association shall not participate or intervene in any political campaign on behalf of any candidate for public office.

This association shall not carry on any other activities not permitted to be carried on by:

- (a) an organization exempt from Federal income tax under Section 501(c) (3) of the Internal Revenue Code (or the corresponding provisions of any future United States Internal Revenue Law) or
- (b) an organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code (or the corresponding provisions of any future United States Internal Revenue Law).

**ARTICLE III  
MEMBERSHIP**

Any person may become a member of the association upon payment of the prescribed dues. Life membership is available upon payment of the amount designated in the bylaws. The Executive Committee may confer honorary membership on retired supporters of the classics, and shall confer such membership on a retired teacher, provided that said teacher/member shall have been a member in good standing for at least fifteen years.

**ARTICLE IV  
OFFICERS AND THEIR ELECTION**

- (1) The officers shall consist of a president, a vice president, a secretary, and a treasurer.
- (2) The officers shall be advised and assisted in the performance of their duties by an Executive Committee, constituted as the bylaws of the association may provide.
- (3) The officers shall be elected biennially at the spring meeting of the association.
- (4) In the event of the death or resignation of the president, the vice president shall succeed to that office and serve out the remainder of the unexpired term. When any of the other offices is vacated for any reason, the president shall have the power to make an interim appointment until an election can be held at the next business meeting of the association.

**ARTICLE V  
MEETINGS**

- (1) At least one business meeting of the association shall be held annually, at the fall meeting of the association.
- (2) Other meetings shall be held at times and places to be determined in accordance with prevailing bylaws.
- (3) Notice of all business meetings of the association shall be given in writing to all members, postmarked not less than fifteen days prior to the date of the meeting.

**ARTICLE VI  
HOW TO AMEND**

- (1) Amendments to this constitution may be proposed:
  - a. At any business meeting, to be acted upon at the next following business meeting.
  - b. To the secretary in writing, not less than thirty days before the date of the next business meeting, to be acted upon at that meeting. In this event, the text of the proposed amendment shall be mailed to all members with the notice of the meeting not less than fifteen days before the date of the meeting.
  
- (2) Amendments that have been duly proposed may be adopted by affirmative vote of two-thirds of the members present and voting at a business meeting of the association.

**CONSTITUTION and BYLAWS  
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**BYLAWS of the CAV**

**ARTICLE I**

***Duties Of Officers***

- (1) Officers shall take office on the first day of July following their election, and shall serve for a term of two (2) years.
- (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 Organ***

The official organ of the association shall be a newsletter to be published four times a year.

**ARTICLE III**

***Executive Committee***

- (1) The Executive Committee shall consist of the officers of the association, the most recent ex-president of the association, the director of the Latin Tournament, the director of the Latin Essay Contest, the director of the Classical Essay Contest, the editor of the newsletter, the editor of the website, the vice president of the Classical Association of the Middle West and South for Virginia, the historian, the director of the Teacher Placement Service, and two members-at-large.

**ARTICLE III**  
***Executive Committee (cont.)***

- (2) The officers of the association shall hold, ex officio, the same offices in the Executive Committee.
- (3) The director of the Latin Tournament, director of the Latin Essay Contest, the director of the Classical Essay Contest, the director of the Teacher Placement Service, 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 for 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 co-ordinate 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 2004, the annual dues shall be twelve dollars, if paid by November 1. After November 1, the dues will be fifteen 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 educational 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 Consitution, 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.