

PROPOSED CONSTITUTION AND BYLAWS CHANGES

CONSTITUTION

Global change: All pronouns have been modified from he/she to they.

Original Text

Final Recommendation

Article II Purposes

- | | |
|---|--|
| 1) To foster and promote choral singing that will provide artistic, cultural, and spiritual experiences for the participants. | 1) To foster and promote choral singing that will provide artistic, cultural, and spiritual experiences for the participants all . |
| 2) To foster and promote the finest types of choral music to make these experiences possible. | 2) To foster and promote the finest types of a wide variety of choral music to make these experiences possible. |
| 3) To foster and encourage rehearsal procedures conducive to attaining the highest possible level of musicianship and artistic performance. | 3) To foster and encourage rehearsal procedures conductive to attaining to develop the highest possible level of musicianship and artistic performance choral experiences in all singing communities . |
| 4) To foster and promote the organization and development of choral groups of all types in schools and colleges. | 4) To foster and promote the organization and development of choral groups of all types in schools and and colleges- educational institutions . |
| 5) To foster and promote the development of choral music in the church and synagogue. | 5) To foster and promote the development of choral music in the church and synagogue religious and spiritual contexts . |
| 6) To foster and promote the organization and development of choral societies in cities and communities. | 6) To foster and promote the organization and development of choral music societies in cities and communities. |
| 9) To foster and encourage choral composition of superior quality. | 9) To foster and encourage a wide variety of choral compositions which uphold and demonstrate the principles of artistry, community, and quality . |
| 11) To foster and promote international exchange programs involving performing groups, conductors, and composers. | 11) To foster and promote international exchange programs involving performing groups choral ensembles, conductors, composers, and researchers . |
| 12) To disseminate professional news and information about choral music. | 12) To disseminate professional research , news, and information about choral music. |
| 14) To foster and promote diversity and inclusivity through active engagement with underrepresented choral musicians and potential choral participants. | 14) To engage, listen to, and learn from marginalized and historically underrepresented groups in order to create a more inclusive community . |

Article III Membership

Section 1: There shall be ten membership classifications: (1) Active, (2) Associate, (3) Industry, (4) Institutional, (5) Contributing, (6) Paid Life, (7) Honorary Life, (8) Student, (9) Retired, and (10) International.

Section 1: There shall be ~~ten~~ **nine** membership classifications: (1) Active, (2) Associate, (3) Industry, (4) Institutional, ~~(5) Contributing, (6) (5)~~ Paid Life, ~~(7) (6)~~ Honorary Life, ~~(8) (7)~~ Student, ~~(9) (8)~~ Retired, and ~~(10) (9)~~ International.

Article IV Autonomy and Organizations

Section 4: No official action involving ACDA membership may be taken without a regularly constituted or specially invoked meeting of the Executive Committee and/or the National Board.

Section 4: No official action involving ACDA membership may be taken without a regularly constituted or specially invoked meeting of the ~~Executive Committee and/or the~~ National Board.

Section 6: International Chapters may be formed outside the regional structure. International Chapters operate autonomously without regional membership or representation.

Section Eliminated

Section 7: Any State with three hundred or more ACDA members may be organized as an Affiliate State Association of the ACDA if this is the desire of the membership in the State. Any independent and previously established State Choral Directors association may become an Affiliate State Association.

Section 7: Any State with **a sustained membership of** three hundred **active** members or more **over the course of three years** may **petition the National Board to become** an Affiliate State Association of the ACDA ~~if this is the desire of the membership in the State~~. **The State must meet the requirements, as specified in the Affiliate State Application and Procedural Guide, and then complete an application to be evaluated and voted upon by the National Board.** Any independent and previously established State Choral Directors association may ~~become~~ **apply to become** an Affiliate State Association. **Should an affiliate state need to dissolve and revert back to a state chapter, affiliate state leadership must complete the disbandment process as specified in the Affiliate State Procedural Guide.**

Section 10: Affiliation of associations as described above shall require the approval of the Executive Committee and the National Board of the ACDA.

Section Eliminated

Section Added

Section 13: The Association shall not discriminate based on race, color, sex, language, religion, political affiliation, national or social origin, property, birth or other status such as disability, age, marital and family status, sexual orientation, gender identity, health status, place of residence, economic or social circumstance.

Article V National Officers

Section 2: The President-Elect shall be elected, as provided in the Bylaws. He/she shall be elected by February 1 in odd-numbered years and immediately will serve on the Executive Committee, assuming the office of President-Elect on July 1.

Section 2: The President-Elect shall be elected, as provided in the Bylaws. ~~He/she~~ **They** shall be elected by February 1 in odd-numbered years and immediately serve on the Executive Committee, assuming the office of President-Elect on July 1. **In the event of a vacancy of the office of President-Elect, the Executive Committee shall recommend a replacement to be voted on by the National Board. At the end of their two-year term, the President-Elect shall automatically succeed to the office of Vice President for a term of two years.**

Section 4: The President shall serve a term of two years beginning on July 1 of odd-numbered years. At the end of his/her term, the President shall automatically succeed to the office of Past President. In the event of a vacancy in the office of President, the Past President shall serve the balance of the unexpired term. At the end of his/her term, the President shall succeed to the office of Past President for a term of two years

Section 4: The President shall serve a term of two years beginning on July 1 of odd-numbered years. ~~At the end of their term, the President shall automatically succeed to the office of Past President.~~ In the event of a vacancy in the office of President, the Past President shall serve the balance of the unexpired term. At the end of ~~his/her~~ **their two-year** term, the President shall succeed to the office of Past President for a term of two years.

Article VI Appointed Officials

Section 1: The Executive Director shall be appointed by the Executive Committee, with the approval of the National Board. The Executive Director is an employee of the Association who may be remunerated for services and who shall serve at the discretion of the Executive Committee and National Board.

Section 1: The Executive Director shall be appointed by the Executive Committee, with the approval of the National Board. The Executive Director is an employee of the Association who may be remunerated for services and who shall serve at the discretion of the ~~Executive Committee and~~ National Board.

Article VIII National Board

Section 1: The National Board shall consist of the Executive Committee, the Region Presidents, and the National Chair for the Committee on Choral Repertoire and Resources. The Industry Representative and Executive Director shall be *ex-officio*, non-voting members of the National Board.

Section 1: The National Board shall consist of the Executive Committee, the Region Presidents, ~~and~~ the National Chair for the Committee on Choral Repertoire and Resources, **and the Chair of the Diversity Initiatives National Standing Committee.** The Industry Representative and Executive Director shall be *ex-officio*, non-voting members of the National Board.

Section 2: In the event that a Region President cannot attend a National Board meeting, he/she can give written authorization for the Region's President-Elect to vote as proxy

Section 2: In the event that a Region President cannot attend a National Board meeting, ~~he/she~~ **they shall inform the National President and may** give the Region President-Elect written authorization to vote as their proxy.

Article IX

Past Presidents' Advisory Council

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Article IX: **National** Past Presidents' Advisory Council

Section 1: There shall be a Past Presidents' Advisory Council consisting of the Past Presidents of the Association. The National Past President will serve as the Chair of the Council.

Section 1: There shall be a Past Presidents' Advisory Council consisting of the National Past Presidents of the Association. **The National Past Presidents' Advisory Council is chaired by the immediate National Past President. The Advisory Council meets at least biennially to serve as the nominating committee for the next National President-Elect and determines special awards for the national conference.**

Section 2: In the event that the immediate Past President is unable to serve as Chair, the President, with the approval of the National Board, shall appoint a person to chair the Council.

Section 2: In the event that the immediate **National** Past President is unable to serve as Chair, the **National** President, with the approval of the National Board, shall appoint a person **from the National Past Presidents' Advisory Council to serve as Chair.**

Article X

Region Officers

Section 3: The President shall serve a term of two years. At the end of his/her term, the President shall automatically succeed to the office of Past President. In the event of a vacancy in the office of President, the Past President shall serve the balance of the unexpired term. Region Presidents shall serve as voting members of the National Board, during their term of office. The retiring Past President shall chair the Region Past Presidents' Advisory Council for a term of two years.

Section 3: The **Region** President shall serve a term of two years. At the end of **his/her** ~~their~~ term, the President shall automatically succeed to the office of Past President. **Region Presidents must reside or work in the region to which they are elected.** In the event of a vacancy in the office of President, the Past President shall serve the balance of the unexpired term. **If the Past President cannot serve, the President-Elect shall serve the balance of the unexpired term.** Region Presidents shall serve as voting members of the National Board, during their term of office. The retiring Past President shall chair the Region Past **Presidents'** Advisory Council for a term of two years.

Article XI

Region Past Presidents' Advisory Council

Section 1: There shall be a Region Past Presidents' Advisory Council in each Region consisting of the Past Presidents of the Region.

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Section 2: In the event that the immediate Past President is unable to serve as Chair, the Region President shall appoint a person to chair the Council.

Section 2: In the event that the immediate Region Past President is unable to serve as Chair, the Region President, **with the approval of the Region Board**, shall appoint a person **from the Region Past Presidents' Advisory Council to serve as Chair**.

Article XII State Officers

Section 3: The President-Elect of State associations with fewer than twenty (20) active members shall be appointed by the National President with the recommendation of the State and Region Presidents. He/She shall serve a term of two years beginning on July 1 of odd-numbered years. At the end of his/her term, the President-Elect shall automatically succeed to the office of President.

Section 3: In the event that candidates for State President-Elect cannot be identified to run for election required by the national timeline, the National President shall consult the Region President in order to appoint a State President-Elect to fill the position. At the end of their term, the President-Elect shall automatically succeed to the office of President and an election will be held for the next President-Elect.

Section 4: The President shall serve a term of two years beginning on July 1 of odd-numbered years. At the end of his/her term, the President shall automatically succeed to the office of the Past President. In the event of a vacancy in the office of President, the Past President or President-Elect shall serve the balance of the unexpired term at the discretion of the National President with the recommendation of the Region President.

Section 4: The President shall serve a term of two years beginning on July 1 of odd-numbered years. **State Presidents must work or reside in the state to which they are elected.** At the end of **his/her** their term, the President shall automatically succeed to the office of Past President. In the event of a vacancy in the office of President, the Past President or President-Elect shall serve the balance of the unexpired term at the discretion of the National President with the recommendation of the Region President.

Section 5: State Presidents may serve no more than two consecutive terms, but may be re-elected or re-appointed after a lapse of one or more terms.

Section 5: State Presidents shall serve no more than four consecutive years in the office of President. A regular term is defined as two years as President-Elect, two years as President, and two years as Past President. Exceptions to this article must be approved by a vote of the National Board based on the recommendation of the Region President.

Article XII Meetings

Section 1: Business meetings of the Association may be held as needed at a time and place to be determined by the National Board.

Section 1: Business meetings of the Association may be held as needed at a time and place to be determined by the National Board. **Business meetings of the Association shall be called by the National President.**

Section 8: An assembly of Region and State Presidents shall meet at the National Leadership Conference. The meeting shall be called and chaired by the National President.

Section 8: An assembly of Region and State Presidents shall meet at the **annual** National Leadership Conference. The meeting shall be called and chaired by the National President.

Section Added

Section 10: Meetings by Electronic Means. The National Board and Executive Committee may participate in a meeting of the board or committee in-person or by means of electronic communications which all persons participating in the meeting can hear or otherwise communicate with each other.

Section Added

Section 11: Accepting votes for National Board and Executive Committee actions via email

- a) If an item for board action is best addressed prior to the next meeting, the following factors will be considered by the National President before calling for a written email vote: How soon is a decision required? Is the action such that the Executive Committee can address it in lieu of the National Board? Should a special meeting be called?
 - b) After considering the above factors, the National President shall determine if it would be best to take the action by email vote. The National President shall have the Secretary-Treasurer draft the proposed action and email it to all Board members.
 - c) The action shall allow board members to indicate that they are in favor of or opposed to a particular action.
 - d) Each board member shall return their vote to the Secretary-Treasurer by email within 24 hours unless another deadline is specified in the email.
 - e) Upon receipt, the Secretary-Treasurer shall confirm whether the action has passed or failed by email to all board members.
 - f) The Secretary-Treasurer shall record the action and vote in the official minutes.
 - g) The Board shall ratify any action taken at the next Board meeting. The minutes of this meeting shall record the ratification.
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Article XV Amendments

Section 2: This Constitution may be amended or revised by an approving vote of two-thirds of the active members who cast ballots in accordance with stipulations of the Bylaws, provided, however, that in any case, sixty days' notice of such contemplated amendment or revision shall be given to active members.

Section 2: This Constitution may be amended by an approving vote of two-thirds of the National **active voting** membership who cast ballots in accordance with stipulations of the Bylaws, provided, however, that in any case **at least sixty days 30 days'** notice of such contemplated amendment or revision shall be given to **active voting** members. **The notice shall be communicated electronically and appear in one month's publication of the *Choral Journal*.**

BYLAWS

Article I Membership

Section 2: ASSOCIATE. Any person who is interested in the objectives of the Association is eligible for Associate membership. Privileges accorded the Associate member shall be limited to online access to association publications, resources, and communities. Associate members may not attend ACDA events, hold office, or vote. Transfer of an Associate member to Active may be made upon compliance with requirements and procedures for Active membership. The candidate for Associate membership shall be accepted on receipt of a completed ACDA membership form and payment of the annual membership dues for a term of one year from the date of acceptance. Procedures for continuing membership are the same as those stated for Active membership.

Section 2: ASSOCIATE. Any person who is **not eligible for active membership, yet is** interested in the objectives of the Association is eligible for Associate membership. Privileges accorded the Associate member shall be limited to online access to association publications, resources, and communities. **Associate members may register and attend ACDA events, but may not hold office or vote.** Transfer of an Associate member to Active may be made upon compliance with requirements and procedures for Active membership. The candidate for Associate membership shall be accepted on receipt of a completed ACDA membership form and payment of the annual membership dues for a term of one year from the date of acceptance. Procedures for continuing membership are the same as those stated for Active membership.

Section 4: INSTITUTIONAL. The following institutions, or music departments thereof, may be Institutional members: schools, colleges, universities, conservatories, churches, synagogues, religious and spiritual settings, lodges, other professional associations, professional choruses, and choral groups from industry, business, or community. Privileges accorded to representatives of each Institutional member shall include the option to advertise and exhibit at conferences, upon compliance with registration requirements. In addition, Institutional members shall receive appropriate publications from the Association. Application procedures shall be the same as those prescribed for Industry members. Procedures for continuing membership are the same as those stated for Active members.

Section 4: INSTITUTIONAL: The following institutions, or music departments thereof, may be Institutional members: schools, colleges, universities, conservatories, religious and spiritual **settings contexts**, lodges, other professional associations, professional choruses, and choral groups from industry, business, or community. Privileges accorded to representatives of each Institutional member shall include the option to advertise and exhibit at conferences, upon compliance with registration requirements. In addition, Institutional members shall receive appropriate publications from the Association. Application procedures shall be the same as those prescribed for Industry members. Procedures for continuing membership are the same as those stated for Active members.

Section 5: CONTRIBUTING. Any individual, firm, foundation, institution, or other organization that has contributed \$1,000.00 or more for a given year to the Association shall be classified as a contributing member. Privileges of associate membership shall be accorded the individual contributing member or a representative of the contributing firm, foundation, institution, or other organization.

Section Eliminated

Section 8: STUDENT. Any high school or college student may become a student member of ACDA with the submission of an ACDA membership form marked "student" and the payment of dues. Student members may attend ACDA conferences by payment of the prescribed conference fee. Student memberships may be submitted by individual students or by the ACDA sponsor-teacher for a student group. The student shall be a nonvoting member, ineligible for office except in a student capacity or in a local student chapter. Students actively engaged as choral directors are eligible for Active membership in ACDA.

Section 8: STUDENT. Any high school or college student may become a student member of ACDA with the submission of an ACDA membership form marked "student" and the payment of dues. Student members may attend ACDA conferences by payment of the prescribed conference fee. Student memberships may be submitted by individual students or by the ACDA sponsor-teacher for a student group. The student shall be a non-voting member, ineligible for office except to serve in a **state, region, or national student representative** capacity or in a local student chapter. **Students shall have online access to association publications, resources, and communities.** Students actively engaged as choral directors are eligible for Active membership in ACDA.

Section 10: INTERNATIONAL: Any person living outside the United States who is engaged as a parttime or full-time choral director, or who is responsible for the administration of a choral program, is eligible for International membership and may associate with an International Chapter if one exists for their country in Central or South America. An International member is entitled to all privileges of the Association, including the right to vote, to hold office, and, upon compliance with registration requirements, admission to all meetings and conferences. In addition, International members shall receive appropriate publications from the Association. Upon receipt of a completed ACDA membership form and payment of the annual membership dues, the candidate for International membership shall be accepted for a term of one year from the date of acceptance. Membership shall be continued each succeeding year on receipt of membership dues prior to or during the month designated for membership renewal. Failure to remit annual payment during the membership renewal period shall result in discontinuation of membership. International membership shall be renewed on receipt of the current annual dues.

Section 10: INTERNATIONAL. Any person living outside the United States **or Canada**, who is engaged as a **part-time** or full-time choral director, or who is responsible for the administration of a choral program, is eligible for International membership. ~~and may associate with an International Chapter if one exists for their country in Central or South America.~~ An International member is entitled ~~to all privileges of the Association, including the right to vote, to hold office, and,~~ upon compliance with registration requirements, admission to all meetings and conferences, **the right to vote, and the ability to be appointed to serve on a committee.** ~~In addition, International members shall receive appropriate publications from the Association.~~ International members shall have access to online association publications, resources, and communities. **Online access shall be available to online association publications, resources, and communities.** Upon receipt of a completed ACDA membership form and payment of the annual membership dues, the candidate for International membership shall be accepted for a term of one year from the date of acceptance. Membership shall be continued each succeeding year on receipt of membership dues prior to or during the month designated for membership renewal. Failure to remit annual payment during the membership renewal period shall result in discontinuation of membership. International membership shall be renewed on receipt of the current annual dues.

Article II Dues

Section 1: The Executive Committee shall set the amount of dues to be paid for all categories of membership and the amount of all other fees. Changes in the amount of membership dues must be approved by a two-thirds majority vote of the National Board.

Section 1: The ~~Executive Committee~~ **National Board** shall set the amount of dues to be paid for all categories of membership and the amount of all other fees. ~~Changes in the amount of membership dues must be approved by a two-thirds majority vote of the National Board.~~

Article V Fiscal Policies and Procedures

Section 1: A verified financial statement shall be prepared by the Secretary-Treasurer and/or other officers of the Association who have been empowered by the Constitution and Bylaws and the National Board to oversee Association funds. Such statements shall be published within the fiscal year following the audit approval by the National Board.

Section 1: A verified financial statement shall be prepared by the Secretary-Treasurer and/or other officers of the Association who have been empowered by the Constitution and Bylaws and the National Board to oversee Association funds. ~~Such statements shall be published within the fiscal year following the audit approval by the National Board.~~ **The Association's most recent IRS Form 990 and annual audit of the financial records shall be available on the ACDA website. Other financial statements will be made available to members upon request.**

Article VI Duties of the National Officers and Appointed Officials

Section 1: The President shall preside at all National business meetings and conferences of the Association, call and preside at meetings of the Executive Committee and National Board, make appointments as provided in this Constitution and Bylaws, serve as ex-officio member of all committees, be responsible for implementing the overall program of the Association, and perform other duties pertaining to the office. The President shall also serve as Chair of the assembly of Region and State Presidents at the Leadership Conference and shall report all recommendations to the National Board for consideration and action. He/she shall also serve as the chief liaison officer to the Region, State and International Presidents and Industry Representative. In the capacity, it shall be his/her responsibility to communicate and implement any policies or decisions of the Executive Committee or the National Board that directly affect the administrative procedures of Region, State, and Affiliate Associations

Section 1: The President shall preside at all National business meetings and conferences of the Association, call and preside at meetings of the Executive Committee and National Board, make appointments as provided in this Constitution and Bylaws, serve as ex-officio member of all committees, appoint members of the executive committee to serve as ex-officio members of the **six standing** committees, be responsible for implementing the overall program of the Association, and perform other duties pertaining to the office. The President shall also serve as Chair of the assembly of Region and State Presidents at ~~the Leadership Conference~~ **ACDA meetings** and shall report all recommendations to the National Board for consideration and action. ~~He/she~~ **They** shall also serve as the chief liaison officer to the Region, State and International Presidents and Industry Representative. In this capacity, it shall be their responsibility to communicate and implement any policies or decisions of the Executive Committee or the National Board that directly affect the administrative procedures of Region, State, and Affiliate Associations.

Section 6: The National Chair for the Committee on Choral Repertoire and Resources (R&R) serves in an advisory role for the National Conference and assists in providing resources for the membership at large. He/she shall, in collaboration with the Executive Committee, appoint the twelve National Chairs for each of the following choral areas:

(1) Children and Youth Community Choirs, (2) College and University Choirs, (3) Community Choirs, (4) Contemporary Commercial, (5) World Musics and Cultures, (6) Junior High/Middle School Choirs, (7) Men's Choirs/TTBB, (8) Music in Worship, (9) Senior High School Choirs, (10) Student Activities, (11) Vocal Jazz, and (12) Women's Choirs/SSAA.

The National Chair coordinates the work of these National Choral Repertoire and Resources Chairs on behalf of the Association.

Section 6: The National Chair for the Committee on Choral Repertoire and Resources (R&R) serves in an advisory role for the National Conference and assists in providing resources for the membership at large. **He/she They** shall **identify potential candidates through a national call and**, in collaboration with the Executive Committee, appoint the **twelve fourteen** National Chairs for each of the following choral areas:

(1) Children and **Youth** Community **Youth** Choirs, (2) **4-year** College and University Choirs, **(3) 2-year College Choirs, (3) (4)** Community Choirs, **(4) Contemporary Commercial (5) Show Choir, (6) Contemporary A Cappella, (5) (7)** World Musics and Cultures, **(6) (8)** Junior High/Middle School Choirs, **(7) (9) Men's Choirs/TTBB Tenor-Bass Choirs, (8) (10)** Music in Worship, **(9) (11)** Senior High School Choirs, **(10) (12)** Student Activities, **(11) (13)** Vocal Jazz, and **(12) (14) Women's Choirs/SSAA Soprano-Alto Choirs.**

The National Chair coordinates the work of these National Choral Repertoire and Resources Chairs on behalf of the Association.

Section 7: The Executive Director shall work with the Executive Committee in keeping a complete and accurate record of all business meetings of the Association and all meetings of the Executive Committee and the National Board. The Executive Director shall assist Region Presidents in implementing Region meetings and conferences. He/she shall conduct the business of the Association in accordance with the Constitution and Bylaws under the direction of the Executive Committee, shall make available the proper records at all official meetings and shall submit an annual report to the Executive Committee.

Section 7: The Executive Director shall work with the Executive Committee in keeping a complete and accurate record of all business meetings of the Association and all meetings of the Executive Committee and the National Board. The Executive Director shall assist Region Presidents in implementing Region meetings and conferences. **He/she They** shall conduct the business of the Association in accordance with the Constitution and Bylaws under the direction of the Executive Committee. **The Executive Director shall** make available the proper records at all official meetings and shall submit an annual report to the Executive Committee.

Section 8: The Publications Editor shall serve as Chair of the Editorial Board. This person shall be responsible for the non-revenue-related content of all publications, in consultation with the Editorial Board, and for the timely publication of such. The Editor shall present an annual report to the National Board.

Section Eliminated

Article VII

Duties of the Executive Committee

Section 1: The Executive Committee, as the administrative branch of the Association, shall have the power to transact the general business of the Association, shall be responsible for the management and control of its funds, and shall be empowered to appoint assistants to any of the officers of the Association. It shall serve in the government of the Association as detailed in the Constitution and Bylaws. It shall annually review the performance of Association employees and determine all salaries.

Section 1: The Executive Committee, as the administrative branch of the Association, shall have the power to transact the general business of the Association, shall **be responsible have oversight of the day-to-day management and control of its** funds, and shall be empowered to appoint assistants to any of the officers of the Association. **It shall serve in the government of the Association as detailed in the Constitution and Bylaws. It shall annually review the performance of Association employees and determine all salaries.**

Section Added

Section 2: Responsibilities of the Executive Committee shall be as follows:

- 1) Annually review the performance of the Executive Director and determine the Executive Director's compensation
- 2) Approve the dates and sites of National and Region in-service conferences
- 3) Fill the unexpired terms in case of vacancy in standing committees, R & R committees, states, and regions as prescribed by the Bylaws
- 4) Provide for an annual examination of the accounts of the Association by a qualified accountant
- 5) Provide an annual recommendation to the National Board for the Annual Budget
- 6) Approve region budgets
- 7) Assume responsibility for the daily business management and operations of the Association
- 8) Have authority to establish and discontinue Committees and Task Forces
- 9) Serve as a resource for the Executive Director
- 10) Address high-level, serious workplace issues
- 11) Take immediate action in emergency situations and speak on behalf of the board
- 12) Make such other recommendations concerning the affairs of the Association as it shall from time to time deem appropriate.

Article VIII

Duties of the National Board

Section 1: The National Board shall serve as the legislative and policy-making body of the Association and shall serve in the government of the Association as specified in the Constitution and Bylaws.

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Section Added

Section 2: Responsibilities of the National Board shall be as follows:

- 1) Each board member has a legal responsibility to participate actively in making decisions on behalf of the Association and to exercise their best judgment while doing so.
- 2) Each board member shall put the interests of the Association before their personal and professional interests when acting on behalf of the organization in a decision-making capacity. The Association's needs come first.
- 3) Each board member shall bear the legal responsibility of ensuring that the Association complies with the applicable federal, state, and local laws and adheres to its mission.
- 4) Shall have general jurisdiction over and responsibility for the functions of the Association, including the dividing of the Association into geographical Regions
- 5) Shall approve and implement all policies of the Association
- 6) Shall approve the annual budget
- 7) Shall approve the annual audit
- 8) Shall recommend Constitution and Bylaws changes to membership
- 9) Shall assume responsibility for the management and control of Association funds thereof
- 10) Shall appoint an Executive Director and have full control of their acts as Executive Director.

Article IX

Duties of the Past Presidents' Advisory Council

Section 1: The Past Presidents' Advisory Council shall serve primarily in an advisory capacity to the Executive Committee and the National Board. Unless otherwise directed by the National Board, the following services may be performed by individuals or committees from this Council appointed by the National Past President: (1) a continuing review and improvement of the Constitution and Bylaws, (2) preparation and preservation of historical and permanent records of the Association, (3) necrology and memorials, and (4) nominating candidates for honors and awards.

Section 1: The Past Presidents' Advisory Council shall serve primarily in an advisory capacity to the Executive Committee and the National Board. Unless otherwise directed by the National Board, the following services may be performed by individuals or committees from this Council appointed by the National Past President: (1) a continuing review and improvement of the Constitution and Bylaws, ~~(2) preparation and preservation of historical and permanent records of the Association,~~ ~~(3) (2)~~ necrology and memorials, and ~~(4) (3)~~ nominating candidates for honors and awards for national conferences.

Article X

Duties of Region Officers

Section 1: The Region President shall serve as the chief executive of the Region and shall be responsible for the implementation of ACDA activities in the Region. He/She shall serve as Region Conference Chair and presiding officer for the Region Conference, as determined by the Region election cycle. This person shall also serve as representative for his/her Region to the National Board and as Chair for the assembly of State Presidents at Region meetings. He/she shall appoint R&R Coordinators and Chairs for the Region. He/she shall endeavor to work cooperatively with other previously established choral and music education organizations within the Region.

Section 1: The Region President shall serve as the chief executive of the Region and shall be responsible for the implementation of ACDA activities in the Region. ~~He/she~~ **They** shall serve as Region Conference Chair and presiding officer for the Region Conference, as determined by the Region election cycle. This person shall also serve as representative for ~~his/her~~ **their** Region to the National Board and as Chair for the assembly of State Presidents at Region meetings. ~~They shall be a voting member of the National Board.~~ ~~He/she~~ **They** shall appoint R&R Coordinators and Chairs, ~~newsletter editor, conference committee, and all other committee chairs~~ for the Region. ~~He/she~~ **They** shall endeavor to work cooperatively with other previously established choral and music education organizations within the Region.

Section 4: The Region Past President shall serve as an advisor to other Region officers. He/she shall assume all duties of the President in the case of resignation, disability, or death until the President-Elect assumes the office of President at the beginning of the next regular biennium.

Section 4: The Region ~~immediate~~ Past President shall serve as an advisor to other Region officers. ~~He/she shall assume all duties of the President in the case of resignation, disability, or death until the President-Elect assumes the office of President at the beginning of the next regular biennium.~~ In the event of a vacancy in the office of President, the Past President shall serve the balance of the unexpired term. If the Past President cannot serve, the President-Elect shall serve the balance of the unexpired term.

Article XI

Duties of State Chapter Presidents

Section 1: The State President shall serve as the chief executive officer for the State and shall be responsible for the implementation of the ACDA activities in the State. He/she shall appoint R&R Coordinators and Chairs for the State.

Section 1: The State President shall serve as the chief executive officer for the State and shall be responsible for the implementation of the ACDA activities in the State. ~~He/she~~ **They** shall appoint R&R Coordinators and Chairs, **newsletter editor, conference committee, and all other committee chairs** for the State. **They shall appoint a membership chair for the state.**

Section Added

Section 5. The State Treasurer is appointed by the State President, whose term of office will coincide with that of the State President. A State Treasurer may be appointed or reappointed, upon review each time by the incoming State President. They shall manage the funds for all state operations in accordance with established fiscal policies. The State Treasurer is responsible for on-time coordination of payment of expenses and reporting to the National Office.

Article XIII

Committees

Section 1b: The Research and Publications Committee shall oversee all publications and research projects of the association. The Choral Journal Editorial Board shall serve as a sub-committee responsible to solicit and review submissions to the Choral Journal.

Section 1b: The Research and Publications Committee shall oversee all publications and research projects of the association. The Choral Journal Editorial Board shall serve as a sub-committee responsible to solicit and review submissions to the Choral Journal. **The Editors of the Choral Journal and the International Journal of Research in Choral Singing will serve as *ex officio* members of the Research & Publication Committee. The Committee shall give guidance on issues regarding the ACDA Archives.**

Section 1d: The Education and Communication Committee shall recruit and manage authors for online and print publications and foster and support educational initiatives that provide resources for the Association's diverse membership.

Section 1d: The Education and Communication Committee shall ~~recruit and manage~~ **identify and recruit** authors for online and print publications and foster and support educational initiatives that provide resources for the Association's diverse membership.

Section 1e: The Advocacy and Collaboration Committee shall seek opportunities to promote the choral art and develop collaborations with other arts organizations as beneficial to the association.

Section 1e: The Advocacy and Collaboration Committee shall seek opportunities to promote the choral art, **equip members to become strong advocates in their own communities, and foster relationships and explore** collaborations with other arts organizations as beneficial to the association.

Section 1g: The Executive Committee will appoint National Chairs of Standing Committees, with the exception of the Chair of the Repertoire and Resources Committee, for a four-year term. National Chairs may be reappointed once for a maximum of eight consecutive years. The National President or National Standing Committee Chair may recommend removal of a National Standing Committee member from office to the Executive Committee for action.

Each National Standing Committee shall consist of three to five members. The Executive Committee will appoint a staff liaison and Executive Committee representative to each committee. Committee members shall be recommended to the Executive Committee and Executive Director by the National Chair to serve as project managers in each focus area. Standing Committee Chairs may appoint sub-committees to execute more complex projects. Committee members serve four-year appointed terms and may be reappointed once for a total of eight consecutive years or until the project is completed. National Standing Committee members shall communicate on a regular basis.

Section 1g: The Executive Committee will appoint National Chairs of Standing Committees. **The slate for appointments will be developed from a combination of candidates identified by the National Board and an open call to the membership.** National Chairs of Standing Committees are appointed for a four-year term, **with the exception of the Chair of the Diversity Initiatives Committee, which is elected.** National Chairs may be reappointed once for a maximum of eight consecutive years. The National President or National Standing Committee Chair may recommend removal of a National Standing Committee member from office to the Executive Committee for action.

Each National Standing Committee shall consist of ~~three to five members~~, **five to seven members, including the Chair.** The Executive Committee will appoint a staff liaison and Executive Committee representative to each committee. Committee members shall be recommended to the Executive Committee and Executive Director by the National Chair to serve as project managers in each focus area. Standing Committee Chairs may appoint sub-committees to execute more complex projects. ~~Committee members serve four-year appointed terms and may be reappointed once for a total of eight consecutive years or until the project is completed.~~ **Committee members serve a two-year term that may be renewed twice for a total of six years.** National Standing Committee members shall communicate on a regular basis.

Article XV Election Procedures

Section 1: Election of the National President-Elect: A Nominating Committee of five members shall be appointed by the President and approved by the Executive Committee before July 1 of even-numbered years. The Past President shall serve as chair of this committee and shall present a slate of nominees for the office of President-Elect to the National Board for approval. Election of the National President-Elect shall be completed before February 1 of odd-numbered years. He/she will assume the duties of President-Elect on July 1 of the same year.

Section 1: Election of the National President-Elect: **The Past President shall serve as the Chair of the Nominating Committee, consisting of five members from the Past President's Advisory Council. The members of the Nominating Committee shall be approved by the Executive Committee before July 1 of even-numbered years. The Past President on behalf of the Nominating Committee shall present a slate of nominees for the office of President-Elect to the National Board for approval.** Election of the National President-Elect shall be completed before February 1 of odd-numbered years. **The National President-Elect will assume their duties on July 1 of the same year.**

Section 4: Election of Region Presidents: Election of Region Presidents-Elect shall be completed before February 1 of the year in which they assume office on July 1. Nominees for Region Presidents-Elect shall be proposed by a committee that includes not fewer than three of the Region's Past Presidents.

Section 4: Election of Region Presidents: Election of Region Presidents-Elect shall be completed before February 1 of the year in which they assume office on July 1. **The Past President shall convene no fewer than 3 members of the Region Past President's Advisory Council to present a slate of nominees for consideration to the Region board for approval.**

Section 7: Nominees for State Presidents-Elect shall be proposed by a committee that includes not fewer than two of that State's Past Presidents.

Section 7: **Election of State Presidents-Elect: Election of State Presidents-Elects shall be completed before February 1 of the year in which they assume office on July 1. The Past President shall convene no fewer than two members of the State's Past President's Advisory council to present a slate of nominees for consideration to the State board for approval.**

Article XVI

Relationships to Other Organizations

Section 1: Cooperative relationships, including conferences and other activities, may be exercised by the Association with other National and International educational institutions and/or musical organizations as authorized by the National Board.

Section 1: **The Association establishes cooperative relationships for Association conferences and activities. Cooperative relationships with other National and International educational institutions and/or musical organizations shall be authorized by the National Board unless there is a need for a more immediate response which could be given by the Executive Committee.**

Article XVII

Official ~~Organ~~ Association Notifications to the Membership

Section 1: The official publication of the Association shall be Choral Journal.

Section 1: **The Choral Journal is the source by which official notices, elections, and association membership information is disseminated to the membership.**

Section Added

Section 2: Notifications for Association business shall also be posted to the Association website and other digital communication channels. Digital communication channels shall be considered official notice to the membership.

Article XX

Amendments

Section 1: Amendments and/or revisions to these Bylaws may be initiated by the Executive Committee, the National Board, the Past Presidents Advisory Council, or by a petition signed by ten percent of the National membership from no fewer than three of the Regions of the Association

Section 1: Amendments and/or revisions to these Bylaws may be initiated by the Executive Committee, the National Board, the Past Presidents' Advisory Council, or by a petition signed by ten percent of the National **voting** membership. **Ten percent of the membership is calculated by the number of voting members on the last day of the prior fiscal year and representing no fewer than three of the Regions of the Association.**

Section 2: The Bylaws may be amended or revised by an approving vote of two-thirds of the active members who cast ballots in accordance with stipulations of the Bylaws, provided, however, that in any case, sixty days' notice of such contemplated amendment or revision shall be given to active members.

Section 2: The Bylaws may be amended by an approving vote of two-thirds of the National **voting** membership who cast ballots in accordance with stipulations of the Bylaws, provided, however, that in any case ~~sixty days~~ **30 days** notice of such contemplated amendment or revision shall be given to active members. **The notice shall include one month's publication in the Choral Journal.**