

CAPITAL AREA MARCHING ASSOCIATION

CONSTITUTION AND BYLAWS

ARTICLE I – NAME AND STRUCTURE

The Organization will be named the Capital Area Marching Association (CAMA). This Organization is composed of groups and individuals with a common interest in promoting the objectives of CAMA.

ARTICLE II – PURPOSE

The purpose of this Organization shall be to promote the arts of baton twirling, colorguard, pom poms, percussion, and other related performing arts through the objectives of the Organization shown in Article III.

ARTICLE III – OBJECTIVES

Section I-Enhancement and Expansion of Knowledge

This objective involves:

- a) The mastering of basic skills and expanding ones' abilities to achieve a higher level of performance.
- b) Gaining knowledge, improving teaching technique and creating new ideas.
- c) Offering knowledge, guidance, and structure to improve a corps' organization.

Section II -Judges

CAMA shall sponsor Judges' Organizations to create rules and structure for competitive events while carrying out fair and impartial judging of those events.

Section III -Competition

CAMA will sanction quality competitions, including CAMA Championships.

Section IV -Sportsmanship

Sportsmanship involves the expectation that each corps and individual associated with the Organization shall always conduct themselves in a manner of good sportsmanship by accepting, graciously, the outcome of competition while enjoying the friendships of competing corps and individuals.

ARTICLE IV – MEMBERSHIP

Section I -Eligibility

Any corps or individual interested in advancing CAMA's objectives may be eligible for membership in accordance with CAMA's Constitution and Bylaws.

Section II -Types of Membership

- a) Associate Member – A corps or individual is an Associate Member after paying dues and attending meetings in accordance with the Constitution and Bylaws. An associate member will receive parade schedules, meeting notices, and any other printed material, and is entitled to one vote at general meetings.

- b) Corresponding Member – This is a corps or individual who pays dues and has all privileges as the aforementioned except they do not have to attend meetings and do not receive a vote.
- c) Judges Membership – This is an individual judge who does not pay dues as an associate or corresponding member, and who is not acting as a representative of an associate or corresponding member corps. This membership has all the privileges as the aforementioned except they do not have to attend meetings and do not receive a vote.

Section III -Dues

A set fee collected from each member corps or individual to be used to further the goals and cover expenses of CAMA.

- a) The establishment of dues or any changes in the amount of dues charged shall be proposed by the Executive Board and then approved by the CAMA membership.
- b) Dues cover the time frame from the date of payment through December 31 of the current year.
- c) Dues should be paid by the first CAMA meeting of the current year for members to be included on the first published membership list. Only dues paying members shall be included on membership lists.
- d) A late fee may be set for corps or individuals not paying their dues by the first CAMA meeting of the current year. This fee shall be proposed by the Executive Board and then approved by the CAMA membership.
- e) In order to compete in CAMA Championships, a corps, team, or ensemble must pay dues by August 31 of that competitive season.

Section IV -Maintaining Membership

A dues-paid member corps or individual, in order to receive privileges and benefits (including the right to vote) must be present at three of the six scheduled bimonthly meetings, not missing two consecutive meetings. Member individuals or organizations not adhering to this section will be required to repay their current yearly dues to become a member in good standing and be able to vote. Any outstanding dues must be paid before dues for the next year can be paid.

ARTICLE V – OFFICERS AND EXECUTIVE BOARD

The officers of CAMA shall be: President, Vice President, Secretary, and Treasurer, who are elected for a term of one year and serve until their successors are duly elected. This combined group of Officers will be included as part of the Executive Board.

Section I -Nominations, Terms of Office, and Vacancies

- a) Nominees for office will be announced by a Nominating Committee at the November meeting. Nominations will also be accepted from the floor.
- b) Voting will be held at the November meeting as the last order of business before adjournment of the meeting.
- c) Term of office will begin at the conclusion of the November meeting.
- d) In order to hold office, a person must be either a corps representative or an Associate Member of CAMA.

- e) Should a vacancy occur in the office of President, the Vice President will assume the duties of President. All other vacancies will be filled by the next highest ranking officer until the next regular meeting, at which time a special election will be held to fill the vacancy. The ranking of officers, in order, shall be President, Vice President, Secretary, and Treasurer.
- f) The CAMA body may remove, upon majority vote by secret ballot, any officer for just cause. The officer must receive notice by certified mail from the President or representing officer fifteen (15) days prior to the date such removal is to be considered. Examples of just cause would be missing two consecutive meetings unexcused or not fulfilling properly the duties of the office.

Section II -Composition and Purpose of Executive Board

- a) The Executive Board shall be comprised of the Officers and the Chairpersons of the Majorette, Percussion, and Colorguard Judges' Organizations (or their designated representatives).
- b) The purpose of the Executive Board shall be to suggest and present ideas to the CAMA body which will promote and further the objectives of CAMA, as stated in Article III of the Bylaws. These ideas shall be discussed at the regularly scheduled CAMA meetings and acted upon where necessary. The President of CAMA shall be the presiding officer and shall be responsible for calling and conducting meetings.
- c) The Executive Board shall meet at least once per year to discuss any problems involving interface between the Judges' Organizations and changes to the Field Day Requirements.
- d) All CAMA financial accounts should have up-to-date signature cards reflecting the current Executive Board.
- e) The Executive Board is responsible for sponsoring CAMA Championships each year.

ARTICLE VI – DUTIES OF OFFICERS

Section I -President

The President shall: See that a meeting place is arranged for; preside at all meetings; appoint all standing committees and their chairperson; appoint a Nominating Committee; act as a non-voting member of all committees; call for regular committee reports; see that regular elections are held in accordance with the Bylaws; be a non-voting member in the capacity of President of all CAMA Judges' Organizations; call special meetings; cast deciding vote in case of a tie; be thoroughly familiar with CAMA's Constitution and Bylaws; have an understanding of parliamentary procedure; call and preside over all meetings of the Executive Board; and be responsible for chairing and running the Championships Committee and CAMA Championships. The President is the first ranking Officer.

Section II -Vice President

The Vice President shall be under the direction of the President, succeeding or substituting for the President in the event of absence or vacancy. The Vice President shall be a non-voting member of all CAMA Judges' Organizations. The Vice President shall also act as Judges' Assignor/Events' Coordinator, which includes the following duties: Act as liaison between the Majorette, Percussion, and Colorguard Judges' Organizations, and between them and parade or field day Chairperson; receive and coordinate applications for field day dates and distribute field day brochures to the chairpersons of the Majorette, Percussion, and Colorguard Judges' Organizations

for review and approval; contact and assign judges for parades; notify parade chairperson of the judges assigned to their event. The Vice President is the second ranking Officer.

Section III -Secretary

The Secretary shall be under the direction of the President. Duties, in general, shall be as follows: Keep the regular records of CAMA; handle all incoming and outgoing correspondence; notify members and judges of all meetings; take minutes of all meetings; keep attendance records; collect and tabulate all voting for CAMA Officers; prepare a list of coming events and activities to be distributed at each meeting; prepare a list, to be distributed, of CAMA individual members showing their names, addresses, and telephone numbers, and for corps members, their section status; when requested, mail to members absent from a regularly scheduled meeting all written material distributed at that meeting. The Secretary is the third ranking Officer.

Section IV -Treasurer

The Treasurer shall receive all moneys and deposit same in a bank directed by the President. Duties, in general, shall be as follows: Pay out regular expenses (not to exceed \$200); receive CAMA's approval for expenses exceeding \$200; give a financial report at each regular meeting; keep all bookkeeping records; and provide a complete financial report for the year at the November meeting. The Treasurer is the fourth ranking Officer.

ARTICLE VII – MEETINGS

Section I -Purpose

To meet and discuss pertinent subjects of interest, goals, and disseminate information to members.

Section II -Schedule

The regular meetings of CAMA shall be held in alternate months, as follows: January, March, May, July, September, and November.

Section III -Cancellation of Meetings

In case the regular meeting is canceled, a new date will be schedule and notification will be made promptly to all corps and individuals. If a meeting is canceled (inclement weather, etc.) the Executive Board shall contact the CAMA representative of each corps. If there is a question, feel free to contact any member of the Executive Board.

Section IV -Special Meetings

A special meeting may be called by the President, with proper notification to all members at least 7 days prior to date of meeting. These meetings will not count toward membership attendance at regular meetings.

Section V -Delegates

Each corps shall provide one delegate. If the delegate cannot attend, an alternate may be designated. A person representing another corps or Associate Member must notify one of the CAMA Officers of each member they are representing prior to the taking of attendance at a CAMA meeting. They will then be held responsible for notifying the members they represent of all business conducted at the meeting and for furnishing to them all written material handed out at the meeting.

Section VI -Parliamentary Procedure

Meetings shall be conducted under Parliamentary Procedure, with the selection left up to the President.

ARTICLE VIII – VOTING

Section I -Executive Board Election

- a) Nominating Committee – A Nominating Committee shall be comprised of a Chairperson and two members to be appointed by the President at the July meeting. This committee will prepare a slate of accepting nominees for office and present this slate to CAMA at the November meeting.
- b) Eligibility of Nominees – Those eligible to run for office are an Associate Member in good standing in accordance with CAMA’s Constitution and Bylaws or a representative of a corps in good standing (see Article V, Section I, d).
- c) Who Can Vote – Every Associate Member in good standing shall have one vote.
- d) Absentee Voting – When voting for Officers, a person may represent more than one Associate Member corps or individual by obtaining a proxy vote, in writing and signed, from the corps/person he/she is representing.
- e) Procedure for Voting for Officers – No quorum required. A simple majority will rule. Vote taken by secret ballot. The Secretary will maintain the ballot box, and each voting member will give his/her name to the Secretary as his/her vote is placed in the ballot box. After all votes are collected, the Secretary will count the votes and announce the winners.

Section II -General Voting

- a) Who Can Vote – Every Associate Member in good standing shall have one vote.
- b) Absentee Voting – A person may represent more than one Associate Member corps or individual for roll call purposes but can have only their own vote or votes, except in the case of voting for Officers (see Article VIII, Section I, d).
- c) Procedure for Voting – A quorum must be present. A quorum is one-half of the voting membership. A simple majority will rule. Vote is taken by hand count. Any voting member may call for a roll call vote. If a vote is postponed for lack of quorum, then the matter will be tabled until the next meeting. The Secretary shall notify all members of a forthcoming vote to be held at the next regular meeting. If at this next meeting a quorum is still not present, the vote may be held without a quorum.

ARTICLE IX – ACCUSATIONS/CHARGES

In the event of blatant unsportsmanlike conduct at a CAMA-judged event, in the combined opinion of the judges at that event, a corps or individual may be brought before the Executive Board or the appropriate Judges’ Organization for discipline.

Section I-Procedure

Any corps or individual who wishes to make a complaint against a specific corps or individual must notify the President a week prior to a regular meeting of his/her intent to present the complaint at this regular meeting. The President shall inform all parties concerned prior to said meeting, in the event all parties wish to be present. If the above procedure is not followed, the

President or presiding Officer will declare any person making a complaint about a specific corps or individual out of order.

Section II -Penalties

The extent of the penalty placed against said corps or individual will be determined by the judges involved and CAMA's Executive Board.

ARTICLE X – CONTRACTS OR COMMITMENTS

No written formal contract can be entered into for or on behalf of CAMA without its prior submission to and approval by CAMA members. Any contract, commitments, or project exceeding \$200 shall require the approval of CAMA.

ARTICLE XI – JUDGES' ORGANIZATIONS

- Section I - CAMA shall sponsor financially as many Judges' Organizations as is deemed necessary to function effectively (presently Majorettes, Percussion, Colorguard) and be expanded when the need arises.
- Section II - The Chairperson of each Judges' Organization, or their designated representatives, shall be part of the Executive Board and should participate in duties outlined in Article V, Section II.
- Section III - Any members who have suggestions, questions, modifications, or complaints shall forward them, in writing, to the appropriate Judges' Organization. These will be seriously and carefully considered.
- Section IV - The Executive Board governs all aspects of each Judges' Organization with the exception of the rules, regulations, and interpretations relating to competition.
- Section V - All changes to rules and regulations will be presented and distributed at the January CAMA meeting.

ARTICLE XII – AMENDMENTS

No alterations, revisions, or amendments shall be made to this Constitution and Bylaws unless proposed in writing at a regular meeting when it shall lay on the table after the first reading until the next regular meeting when it shall be given a second reading before adoption or rejection by a vote of a quorum (see Article VIII, Section II).