

Arkansas Early Childhood Association
CONSTITUTION
Revised July 2019

ARTICLE I. NAME

The name of this organization shall be the Arkansas Early Childhood Association (formerly the Arkansas Association on Children under Six).

ARTICLE II. PURPOSE

The purpose of this organization shall be to work on behalf of young children and their families. A further purpose shall be to provide opportunities for the cooperation of individuals and groups who are concerned with the well-being of young children.

ARTICLE III. MEMBERSHIP

Membership will be open to persons concerned with infants, young children, and their families.

ARTICLE IV. OFFICERS

The officers elected by the membership of the Association shall be a President-Elect, a Vice President for Communications, a Vice President for Membership, a Secretary, a Treasurer, two Members-at-Large and a SECA Representative. The officers appointed by the Executive Board shall be two Members-at-Large. When selecting officers for nominations, consideration should be given to creating a diverse group such as individuals from various locations within the state, positions program types, race, and gender.

ARTICLE V. MEETINGS

The Association shall meet annually.

ARTICLE VI. AMENDMENTS

This Constitution may be amended by a two-thirds vote of the members present at any business meeting or voting electronically when the amendments shall have been previously considered by the Executive Board, and copies mailed to the membership at least thirty days prior to the vote.

Arkansas Early Childhood Association
BY – LAWS
Revised July 2019

ARTICLE I. NAME

The name of this organization shall be the Arkansas Early Childhood Association (formerly the Arkansas Association on Children under Six).

ARTICLE II. PURPOSE

Some of the particular concerns of the Association will be:

1. To further the development of knowledge and understanding of young children, and the dissemination of such information.
2. To contribute to the professional growth of persons working with and for young children.
3. To encourage the provision of education, developmental resources, and services for young children.
4. To work to improve the standards for group care and education of children, and improve the quality of life for them.
5. To provide support for AECA members in their work for these objectives.
6. To administer the T.E.A.C.H. Early Childhood[®] Arkansas program.

ARTICLE III. MEMBERSHIP

Section A

Membership will be open to persons concerned with infants, young children, and their families.

Section B

The membership year will be comprised of 12 calendar months from the time of initial application in the organization. The initial application date will serve as the anniversary date for the individual member and all member benefits will be accrued based upon that designated 12-month period.

ARTICLE IV. DUES

Dues for membership shall be determined by the Executive Board. The membership shall be informed through AECA publications by April 1 for dues alteration effective the following January 1.

ARTICLE V. RIGHTS OF MEMBERS

Members shall be entitled to rights and privileges of membership to vote; to hold office; to attend business meetings and to gain a hearing; to be eligible for appointment to committees; and to receive announcements of conferences and publications.

ARTICLE VI. LOCAL AFFILIATES

Any local group of AECA members organized primarily to further purposes compatible to those of the Association may become a local affiliate upon annual completion of affiliate application and approval by the Executive Board.

ARTICLE VII. OFFICERS

Section A

The officers elected by members of the Association shall be a President-Elect, a Vice President for Communications, a Vice President for Membership, a Secretary, a Treasurer, two Members-at-Large, and a SECA Representative. The officers appointed by the Executive Board shall be two Members-at-Large. The voting members of the Board are: President-elect, Vice President for Communications, Vice President for Membership, Secretary, Treasurer, SECA Representative, and four Members-at-Large. When selecting officers for nominations consideration should be given to creating a diverse group of individuals from various locations within the state, positions program types, race, and gender.

Section B

The duties of the Officers shall be those specified in the Association's Policy Manual.

Section C

The term of office for President and President-Elect shall be for two years or until a successor has been elected and assumes office. The President-Elect assumes the office of President after serving two years in the position of President-Elect. The term of office for Vice President for Communications, Vice President for Membership, Secretary, Treasurer, and two Members-at-Large, shall be for two years or until successors have been elected and assume office. The term of SECA Representative shall be for three years or until a successor has been elected and assumes office. The term of office for appointed Members-at-Large shall be for two years or until successors have been appointed.

Section D

Each year, the Nominating Committee shall announce an open nominations period of at least 30 days to the membership for available officer positions. At the close of the nominations period, the Committee will vet all nominations received then recommend a final nominee for each position to the Executive Board. The Executive Board will, upon the recommendation of the Nominating Committee, approve a slate that includes one nominated candidate for each open office. The slate will then be presented to the membership for election as a whole.

Section E

Election of officers shall be by mailed or electronic ballot. The President-Elect, Vice President for Communications, Treasurer, and one Member-at-Large are elected in odd years. The Vice President for Membership, Secretary, and one Member-at-Large are elected in the even years. The SECA Representative is elected every three years. Appointment of the two Members-at-Large shall occur annually. One Member-at-Large shall be appointed in odd years and one Member-at-Large shall be appointed in even years.

Section F

Officers shall assume duties on January 1 following their election. The SECA Representative assumes office at the beginning of the SECA fiscal year.

Section G

A vacancy in the office of President shall be filled by the Executive Board electing a President from among the membership of the board. A vacancy in the office of SECA Representative shall be filled through appointment by the President. A vacancy in other offices shall be filled by appointment by the Executive Board to serve the unexpired term.

ARTICLE VIII. EXECUTIVE BOARD

Section A

The Executive Board shall consist of the elected officers of the Association.

Section B

The Executive Board shall exercise general supervision of the Association, business, and implement the purposes of the Association.

Section C

An Executive Committee composed of the President, President-Elect, and the Treasurer is empowered to act for the Executive Board in emergency matters in which a decision is urgent and cannot await action of the total Board. All actions of the Executive Committee must be communicated in writing to the total Executive Board for their review.

Section D

The Executive Board shall meet at least twice a year. Meetings shall be called by the President or at the written request of at least five members of the Board. The President shall designate the time and place of such meetings.

Section E

A simple majority of the members of the Executive Board shall constitute a quorum. It would take 6 of the 10 voting members to pass a motion when a majority vote is needed and 7 to pass a motion that requires a 2/3 vote.

Section F

The Executive Board may conduct business by mail or electronic means. A simple majority vote of the members of the Board must be secured within a stipulated time *7 business days* in order to effect action.

ARTICLE IX. ADVISORY BOARD

Section A

The Arkansas Early Childhood Association Advisory Board shall consist of the President of each local affiliate. All past Presidents of the Arkansas Early Childhood Association shall be ex-officio members of the Advisory Board.

Section B

The Advisory Board members will serve as liaison agents between the Association and local organizations. They will transmit needs and ideas from local groups and advise the Executive Board on matters of local concern. They will also communicate the activities and concerns of the Association to local groups.

Section C

The Advisory Board will meet with the Executive Board at least once a year at a time and place designated by the President. Additional meetings will be held as deemed desirable to conduct the affairs of the Association.

ARTICLE X. COMMITTEES

The President, with the approval of the Executive Board, shall appoint committees, commissions, and task forces as necessary to carry on the work of the Association.

ARTICLE XI. BUSINESS MEETINGS

Section A

The Association shall meet in business session during the annual conference with the time and place determined by the Executive Board.

Section B

Fifty voting members of the Association shall constitute a quorum for the transaction of business.

ARTICLE XII: REVISIONS AND AMENDMENTS

Section A

The By-Laws may be amended by a two-thirds vote of the members present at any business meeting. The amendment shall have been previously considered by the Executive Board and copies mailed to the membership at least thirty days prior to the meeting date.

Section B

Recommendations for amendments or revisions may originate from the Executive Board, from a committee of members appointed by the President with the approval of the Executive Board, or from any fifty members of the Association.

Section C

Amendments or revisions originated by fifty members of the Association must be submitted to the membership by the Executive Board with its recommendations. This will be done at the first business meeting after the conditions specified in Section A can be fulfilled.

ARTICLE XIII: FISCAL YEAR

The fiscal year of the Association shall be from January 1 through December 31.

ARTICLE XIV: DISSOLUTION OF THE ASSOCIATION

Section A

A recommendation for the dissolution of the Association shall be adopted by a three-fourths vote of the members of the Executive Board and be submitted in writing to the membership. The recommendation shall be approved by three-fourths of the members voting on the issue. With the current 11 voting member Board it would take 9 to vote for dissolution of the Association.

Section B

In the event of dissolution, the residual assets of this organization will be turned over to one or more organizations which themselves are exempt from federal income tax as organizations described in section 501(C) (3) of the Internal Revenue Code of 1954 or the corresponding provisions of any prior or future Internal Revenue code, or the federal, state, or local government for exclusively public purposes.

ARTICLE XV: PARLIAMENTARY AUTHORITY

Roberts Rules of Order, Revised, shall be the parliamentary authority governing this Association.

ARTICLE XVI: ASSOCIATION STAFF

Section A

The Executive Board shall hire an Executive Director who shall serve at the will of the Board. The Executive Director may be hired at any meeting of the Executive Board by a majority vote and shall serve until removed by the Executive Board upon an affirmative vote of three-quarters (3/4) of the members present at any meeting of the Executive Board. Such removal may be with or without cause. The Executive Director reports to the Executive Board and no member of the Executive Board may individually instruct the Executive Director.

Section B

The Executive Director/T.E.A.C.H. Early Childhood® Arkansas Manager oversees the activities of the Arkansas Early Childhood Association to include T.E.A.C.H. Early Childhood® Arkansas (the organizations). The ED/Manager will work in partnership with the Executive Board to ensure the ongoing vitality of the organizations and to support Association members and T.E.A.C.H. scholars. Duties of the ED/Manager shall be those specified in the Association Policy Manual. The ED/Manager shall attend all meetings of the Executive Board and of the Association.

Section C

The Association Manager/T.E.A.C.H. Early Childhood® Arkansas Counselor shall serve at the will of the Board. The AM/Counselor may be hired at any meeting of the Executive Board by a majority vote and shall serve until removed by the Executive Board upon an affirmative vote of three-quarters (3/4) of the members present at any meeting of the Executive Board. Such removal may be with or without cause. The AM/Counselor reports to the Executive Director and no member of the Executive Board may individually instruct the AM/Counselor.

Section D

The Association Manager/T.E.A.C.H. Early Childhood® Arkansas Counselor manages the daily operations of the Association and provides support for the Executive Board and committee chairs and for T.E.A.C.H. scholarship recipients. Duties of the AM/Counselor shall be those specified in the Association's Policy Manual. The AM/Counselor shall attend all meetings of the Executive Board and of the Association.

Approved: October, 1994

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