

Bylaws of the Nature Coast Yoga Teachers' Association

Approved August 7, 2016

Article I: Name: Nature Coast Yoga Teachers' Association

Article II: Objective and Functions

The Nature Coast Yoga Teachers' Association is organized to promote and improve the quality of yoga being offered in the Nature Coast area, to serve as a resource organization of yoga teachers, and to help teachers improve their skills and knowledge of yoga.

The Nature Coast Yoga Teachers' Association will hold regularly scheduled meetings and periodic workshops to bring together individuals in the Nature Coast area who are currently teaching yoga, who have taught yoga in the past, or who are in the process of becoming a yoga teacher, to share the knowledge acquired through their studies, practice and teaching.

Article III: Membership

A. Membership Requirements

1. Fulfills membership requirements set forth in the membership application process.
2. Pays annual dues.
3. Prospective members may attend up to two meetings before applying to join.

B. Member Privileges

1. Attend and vote at all scheduled meetings.
2. Post public class offerings and workshops on the organization's website.
3. Post events on online social media sites.
4. Use the organization's logo on business cards.

C. Dues & Fees

1. Dues shall be established by a majority vote of those members present at the annual business meeting.
2. Annual dues are payable on or before January 1st of each year.
3. Members who have not paid dues by February 1st are considered delinquent.

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Article IV: Board of Directors

- A. The Board of Directors shall consist of the current officers of the organization and the Directors appointed by the Board.
- B. The Directors shall be responsible for the control and management of affairs, property and interests of the organization and may exercise all of the powers of the organization.
- C. Directors shall serve until either of the following occurs: the Director resigns; or, the Director fails to attend three consecutive meetings of the Board of Directors and a majority of the Board of Directors votes to remove said Director.
- D. A quorum for a meeting of the Board of Directors shall consist of a majority of the Board of Directors, and a simple majority of those present at the meeting prevails.
- E. Meetings shall be called by the Chair of the board, or by written requests of any three Directors, and notice of said meeting shall be given to each Director in writing at least five days before the meeting, except in case of emergency. In any event, the Directors shall meet a minimum of once per year immediately preceding the annual business meeting of the membership.
- F. The Directors, upon the written request of five Registered Members of the organization, shall be empowered, with or without cause, to remove any officer of the organization.

Article V: Officers and Duties

A. Officer Titles

1. President
2. Vice President
3. Secretary
4. Treasurer

B. Duties

1. President
 - a. Preside at all regular and annual meetings.
 - b. Ex-officio member of all committees and chief executive of the organization.
 - c. Shall cast deciding vote in case of a tie.
 - d. Performs such other duties as required.

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2. Vice President

- a. Assumes duties of President in her/his absence.
- b. Arranges programs for regular meetings.
- c. Manages the new member application process.
- d. Performs such other duties as required.

3. Secretary

- a. Records minutes and keeps records of meetings, and sees that books, reports, statements and all other documents required by law are properly kept and filed.
- b. Handles correspondence for the organization including notification of meetings, workshops, and special events.
- c. Takes and keeps attendance.
- d. Performs such other duties as required.

4. Treasurer

- a. Has charge and custody of and is responsible for funds and assets of the organization.
- b. Deposits all such funds of the organization as directed.
- c. Provides a financial report at each regular meeting and a financial statement at the annual business meeting.
- d. Pays all obligations of the organization from said funds as directed by the Board of Directors.
- e. Files such reports as required by law.
- f. Collects and records dues.
- g. Shall, at the direction of the Board of Directors, place all records and books held in trust for the organization for audit.
- h. Shall give her/his successor all records, books, receipts and other notes and documents entrusted to her/him by the organization and shall receive a receipt for them.
- i. Performs such other duties as required.

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C. Selection Procedure for Election of Officers

1. Nominating committee suggests nominees and presents them at the regular business meeting prior to the annual business meeting.
2. At the annual business meeting, nominations will also be taken from the floor.
3. Elections shall be by majority vote of the Members present.
4. Officers shall serve one year beginning the first of January of the year following the election and installation.
5. In the event an officer cannot fulfill her/his duties, the directors shall appoint someone to fill out the unexpired term.

Article VI: Meetings of Members

- A. Regular meetings shall be scheduled by the Board to ensure maximum attendance and shall be held at various locations.
- B. Regular meeting in December shall be known as the annual business meeting and shall be for the purpose of installing officers, receiving reports of officers and committees, and any other business that may arise.
- C. Special meetings can be called by the President or Board of Directors, and shall be called upon the oral request of three members of the organization. Purpose of the meeting should be stated in a call or note to the President or any other officer. At least three days' notice should be given.
- D. The only persons entitled to vote at the meetings of the organization shall be the members who are present and not delinquent.

Article VII: Committees

The president will make Ad Hoc committee appointments as needed.

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Article VIII: Parliamentary Authority

Business shall be conducted in accordance with Robert's Rules of Order, New Revised.

Article IX: Amendment of Bylaws

The Bylaws can be amended at any regular meeting by two-thirds vote of the dues paid members, either by mail or in person, provided that the amendment has been submitted in writing to all members thirty days in advance of the meeting.

Article X: Organizational Discipline

Upon the written request of five members, the Board of Directors shall have the authority, with or without cause, to suspend the membership or revoke the membership of any member. The member in question shall receive written notice of at least 10 days in advance of such meeting and shall be permitted to address the Board of Directors at the meeting.