

THE ASSOCIATION OF TEACHERS OF MATHEMATICS  
IN NEW ENGLAND

CONSTITUTION

I. NAME

The name of this organization shall be the Association of Teachers of Mathematics in New England (ATMNE).

II. ORGANIZATION

ATMNE shall be a consortium of regional Sections from the six New England states.

III. PURPOSES

The purpose of ATMNE shall be to coordinate efforts of the Sections in order to facilitate increased interest in mathematics, to secure improvements in the teaching and learning of mathematics, to establish close relations among teachers and users of mathematics, and to link organizations of mathematics teachers in New England into one cohesive association.

IV. OFFICERS

The officers of ATMNE shall be a President, a President-Elect/Past President, a Secretary, a Treasurer, and a National Council of Teachers of Mathematics (NCTM) Representative.

V. BOARD OF DIRECTORS

ATMNE shall be administered by a Board of Directors (Board) composed of:

- (1) The President of each Section of ATMNE.
- (2) The ATMNE Representative of each Section.
- (3) The officers of ATMNE (non-voting members).
- (4) The Business Manager (non-voting member).
- (5) The ATMNE New England Mathematics Journal (NEMJ) Editor (non-voting member).
- (6) The ATMNE Newsletter Editor (non-voting member).
- (7) The Government Relations Representative (non-voting member).
- (8) The Advertising Manager (non-voting member).
- (9) The Web Master (non-voting member).

The Board shall meet at least twice a year, in the Spring and in the Fall. A voting member of the Board may designate a substitute to Board meetings if s/he cannot be present. Voting members in attendance may cast one vote per motion. The President of ATMNE may vote only in the event of a tie. A quorum shall consist of those voting Board members or substitutes present.

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VI. FISCAL YEAR

The fiscal year of ATMNE shall run from June 1 through May 31.

VII. PUBLICATIONS

The official journal of ATMNE is the New England Mathematics Journal (NEMJ).  
ATMNE shall communicate with its members through its official journal, newsletters, or any other publications considered desirable.

VIII. AMENDMENTS

Amendments to the Constitution may be proposed at any meeting of the Board, provided that notice concerning such amendments is communicated to each Board member by mail, e-mail or fax at least thirty days prior to the date of such meeting. Proposed amendments must be approved by a two-thirds majority of the voting Board members present.

Accepted proposed amendments shall then be submitted to the Sections for ratification. When ratified by a majority of the Sections, the proposed amendments become effective.

IX. DISSOLUTION OF ATMNE

If, at any time, ATMNE shall cease to carry out the purposes as herein stated, all assets and property held by it, whether in trust or otherwise, shall, after the payment of its liabilities, be paid over to an organization, selected by the final Board meeting of ATMNE, which has similar purposes and has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code of 1954 as now enacted or as it may hereafter be amended, and such assets and property shall be applied exclusively for such charitable, scientific, and educational programs.

(Amended and approved 5/1/81)

(Amended and approved 5/4/01)

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I. DUTIES OF OFFICERS

The duties of the officers shall be:

President:

To call meetings of the Board at least twice a year in the Fall and in the Spring and on such other occasions as are desirable; to preside at all meetings of the Board; to serve as ex-officio member of all committees; and to assume all others duties customarily devolving upon a president, except as otherwise provided in the Constitution and By-Laws or by resolution of the Board.

President-Elect/Immediate Past-President:

During their respective terms, the immediate Past-President or the President-Elect, as the case may be, shall assist the President in all of the President's duties; and preside in the absence of the President. In the event that the Presidency should become vacant, the President-Elect shall become President and in the absence of a President-Elect then the immediate Past-President shall return to the Presidency.

Secretary:

To act as secretary of the Board and record and report the actions of its meetings within one month to all Board members; to file records from the Sections and other sources as the Board shall instruct; and to direct the administration of election procedures in the elections of ATMNE offices.

Treasurer:

To collect all monies due ATMNE; to prepare a budget for consideration by the Board at its Spring meeting, to be custodian of the ATMNE funds and expend them as authorized by the Board; and to prepare reports as required and requested.

NCTM Representative:

To represent ATMNE at the NCTM Annual Meetings; to report on that meeting to the Board at its Spring meeting; to be responsible for the distribution and sale of NCTM materials at meetings hosted by ATMNE; and to facilitate regional support among the affiliates for any member of ATMNE who is a candidate for a NCTM elected position.

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II. ELECTION OF OFFICERS

Not later than April 15 of each year the Nominating Committee shall propose two or more names of nominees for each of the ATMNE offices to be filled. The consent of the nominees must be obtained in writing. The Chair of the Nominating Committee shall communicate the list of nominees to all Board members by mail, e-mail or fax not later than May 1. Officers shall be elected by a majority of the voting Board members present at the Spring meeting. No nominations may be received from the floor. The President and President-Elect shall assume their duties June 1. The Secretary, Treasurer and NCTM Representative shall assume their duties on September 1.

III. TERM OF OFFICERS

The President shall serve a two-year term beginning on the years congruent to 0, modulo 2, and may not serve two successive terms.

The President-Elect shall serve a one-year term beginning on the year congruent to 1, modulo 2.

The Past-President shall serve a one-year term beginning on the years congruent to 0, modulo 2.

The Secretary shall serve a four-year term beginning on the years congruent to 2, modulo 4.

The Treasurer shall serve a four-year term beginning on the years congruent to 0, modulo 4.

The NCTM Representative shall serve a three-year term beginning on the years congruent to 1, modulo 3.

IV. DUTIES OF BOARD OF DIRECTORS

The Board shall be responsive to the needs of the Sections. The duties of the Board shall be:

- (1) To meet at the call of the President.
- (2) To consider and adopt at the Spring Meeting an annual budget for the operating expenses of ATMNE for the next fiscal year.
- (3) To fill vacancies in any ATMNE office, except that of President, whenever they occur.
- (4) To arrange for an annual audit of all fiscal records to be published in the Fall.
- (5) To appoint a Business Manager.

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- (6) To appoint the Editor and Advertising Manager of the New England Mathematics Journal, and the Editor of the ATMNE Newsletter.
- (7) To appoint the Government Relations Representative.
- (8) To appoint such standing and special committees as are desirable for the advancement of the purposes of ATMNE.
- (9) To approve amendments to the Constitution and By-Laws.
- (10) To act on motions brought before the Board.

V. DUTIES OF DIRECTORS

The duties of the Business Manager shall be:

- (1) To maintain updated ATMNE membership lists.
- (2) To maintain a current official list of Section officers and distribute such list to all Board members.
- (3) To arrange for the labeling and mailing of the New England Mathematics Journal.
- (4) To prepare mailing labels for the Annual Conference Program Committee, the Newsletter Editor and other ATMNE Publications.
- (5) To arrange for the mailing of the Newsletter, Annual Conference Program and ATMNE publications.
- (6) To prepare mailing labels for use by the Sections.

The duties of the Government Relations Representative shall be:

- (1) To provide written articles for the Newsletter which report on timely issues involving mathematics education and the Federal Government.
- (2) To assist the ATMNE representatives in locating information relating to mathematics education and existing government policies or pending legislation.
- (3) To provide written reports on government relations to the Board of Directors at both the Fall and Spring meetings.

VI. SECTIONS

Any regional organization whose purposes are consistent with those of ATMNE may become a Section upon application to the Secretary and upon acceptance by majority of the voting Board members.

Each section shall designate to the Secretary of ATMNE its officers, its NCTM Representative, and the ATMNE Representative of that Section.

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Any Section not forwarding a revised membership list and corresponding ATMNE fees by December 31 of the current ATMNE fiscal year shall be dissociated from ATMNE. A dissociated Section will be automatically reinstated upon submission of the list and fees.

VII. FEES

The annual service fees for each section shall be \$5.00 per regular member, \$1.00 per student member, and \$.50 for each member who is a regular member of another section. Sections with Elementary School Institutional Memberships will be charged an annual service fee of \$2.50 per school. With this membership, schools will be entitled to receive all ATMNE publications and to send one representative, who teaches less than half time in the area of mathematics, to any ATMNE conference at member's reduced rates. Institutional subscriptions for the official journal and ATMNE publications shall be \$10.00 annually.

VIII. COMMITTEES

The Audit Committee shall consist of three section ATMNE representatives, one from ATMIM or ATOMIM, one from NHTM or RIMTA, and one from ATOMIC, MATHWEST or VCTM. No member of the Audit Committee shall belong to the same ATMNE section as the ATMNE treasurer.

Members of the Audit Committee shall be appointed annually by the President at the Spring Meeting of the Board. The Committee shall meet with the Treasurer prior to the Fall meeting of the Board to review the Treasurer's report for the preceding year and to file a report with the President.

The Publications Committee shall consist of the Editor of the New England Mathematics Journal (NEMJ), Editor of the ATMNE Newsletter, the Business Manager, the Advertising Manager of NEMJ, and the web master.

The Publications Committee shall appoint a Board of Editorial Advisors consisting of one person from each Section. The Board of Editorial Advisors will serve as article reviewers for the NEMJ, as well as assist the Editor in selecting additional article reviewers as needed.

The Editor of the NEMJ, with the advice and consent of the President and the Board of Directors, shall be directly responsible for publication of the NEMJ including the contracting of a printer, the preparation of a budget, and when appropriate, the supervision and coordination of the activities of:

- 1) the contributors of articles
- 2) the Advertising Manager

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- 3) the Board of Editorial Advisors
- 4) the printer.

The New England Mathematics Journal shall be published twice each year, on November 1 and May 1.

The Editor of the ATMNE Newsletter, with the advice and consent of the President and the Board of Directors, shall be directly responsible for the publication of the ATMNE Newsletter, including the contracting of a printer, the preparation of the budget, and when appropriate, the supervision and coordination of the activities of:

- 1) the contributors of news items
- 2) the printer.

The ATMNE Newsletter shall be published twice each year, on February 15 and September 1.

The Editor of the NEMJ and the Editor of the ATMNE Newsletter will each submit the budget for which they are responsible to the Treasurer for consideration at the Spring Board of Directors meeting.

The appointed members of the Publications Committee shall serve a one-year renewable term. Each shall be appointed at the Spring Board of Directors meeting.

The Nominating Committee shall consist of the immediate Past President of ATMNE as Chair and the ATMNE Representative from each section.

The Nominating Committee shall present a slate of nominees for each of the ATMNE offices to be filled, according to the procedures identified under Article II, ELECTION OF OFFICERS.

The Conference Policy Committee shall consist of one representative selected from each affiliate, who has been actively involved in the organization of a conference. Members will serve for a period of two years. Representatives from ATMIM, ATOMIC, and VCTM will be appointed in odd years. Representatives from ATOMIM, NHTM, and RIMTA will be appointed in even years. Membership is not limited to these six appointed representatives. Any member of ATMNE is encouraged to contribute to the work of the committee.

The Conference Policy Committee will elect a chair every two years beginning with the second year of the ATMNE President's term. If the elected chair's term of office finishes after his/her two-year appointment as a committee member, then his/her committee membership would extend an additional year. This extension would not preclude the regular two-year state appointment cycle.

The change of the Conference Policy Committee membership will occur at the Spring ATMNE meeting each year.

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The Conference Policy Committee will have an annual meeting at the ATMNE Fall Conference.

The Chairperson of the Conference Policy Committee will attend the ATMNE Spring Board meeting.

The Conference Policy Committee will recommend conference policy and procedures to the Board, will provide advice to all affiliate standing conference committees, and will establish and revise a “policies and procedures handbook” reflecting ATMNE Board approval. The Conference Policy Committee Chair will be responsible for calling committee meetings and for the formulation and distribution of the handbook.

IX. MEETINGS

ATMNE shall conduct a Fall Conference if no NCTM meeting is held in New England in a given year. Generally ATMNE will serve as the official host for NCTM Meetings in New England in which an affiliated Section of ATMNE is involved. Any Section wishing to co-host an NCTM Meeting will work with and through ATMNE in negotiations with NCTM. For all meetings co-sponsored or co-hosted by ATMNE and any ATMNE Section, the net revenues will be split in the following way: 60% for ATMNE and 40% for the host affiliate.

X. AMENDMENTS

Amendments to the By-Laws may be proposed at any Board meeting. If approved by a two-thirds majority of the voting Board members present, these amendments become effective immediately.

XI. PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, Revised shall govern the conduct of all meetings to which they are applicable and not inconsistent with this document.

(Approved 11/4/81)  
(Amended and approved 4/29/89)  
(Amended and approved 11/20/91)  
(Amended and approved 5/2/92)  
(Amended and approved 4/29/95)  
(Amended and approved 5/4/01)  
(Amended and approved 5/4/02)  
(Amended and approved 4/30/05)  
(Amended and approved 11/7/07)