



## Bylaws of the Michigan School Public Relations Association

*It is the mission of MSPRA to advance education through responsible communications.*

### PREAMBLE

Members of the Michigan School Public Relations Association recognize that student education achievement and success is directly related to the effectiveness of educational communications. Members of the Michigan School Public Relations Association pledge themselves to continue advancing the cause of student education achievement and success through responsible communications.

### ARTICLE I—ORGANIZATION

1. The name of this organization shall be the MICHIGAN SCHOOL PUBLIC RELATIONS ASSOCIATION, INCORPORATED. November, 1978.
2. The Michigan School Public Relations Association is organized as a Chapter of the National School Public Relations Association.
  - a. A Chapter may be established by the NSPRA Executive Board on petition of ten (10) or more members in good standing in a given area. (To continue in good standing, the Chapter must continue to have at least 10 members who are also NSPRA members.) The exact territory of Chapter jurisdiction shall be determined by the NSPRA Executive Board.
  - b. The Chapter officers shall be members of the national Association and members should be encouraged to be members of the national Association.
  - c. Bylaws of each Chapter shall be approved by the Executive Board of the Association before adoption by the Chapter. Amendments to the Bylaws of the Chapter must be approved by the Executive Board of the national Association to become effective.

### ARTICLE II—PURPOSE AND OBJECTIVES

The Chapter is organized and shall be operated exclusively for charitable, scientific and educational purposes, as may qualify it as exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code of 1954, or any corresponding provision of any future United States Internal Revenue Law. More specifically, such purposes include but are not limited to:

1. Providing a medium for communication and exchange of information among its members and Michigan's educational community.
2. Encouraging and assisting in the development of effective school public relations programs throughout Michigan.
3. Encouraging cooperation within the allied areas of business, labor and industrial public relations and with other interest groups.
4. Fostering and promoting professional growth and recognition of MSPRA members.
5. Providing consulting services to Michigan's educational community.

### ARTICLE III—MEMBERSHIP

Membership may be held by anyone who is a member of the National School Public Relations Association and/or has school public relations responsibilities. Any individuals meeting these

criteria but living outside the geographic boundaries of Michigan may choose to join MSPRA and enjoy the privilege thereof except voting and being elected to a MSPRA office.

**Professional** membership may be held by anyone who is employed in education or whose job involves promoting and supporting education, including, but not limited to school public relations professionals, school administrators and board members, educators, and school support staff.

**Business/Vendor** membership is available to any business organization or vendor. Business/vendor members are ineligible to serve as MSPRA officers or Executive Board members.

**Retired/Associate** membership is available to anyone who has been an active member of MSPRA for at least five (5) years and who is no longer providing public relations services to schools. Retired members maintain all rights of Professional membership.

**Life** membership is awarded by the Executive Board to that individual member who has had a long and significant impact on the Association. Life members maintain the rights of Professional membership.

**Student** membership may be held by anyone who is currently studying in a post-secondary communication, public relations, journalism or allied program. Student members retain all rights of Professional membership except the right to vote and to hold office. A student who is a member of NSPRA shall retain the rights of Professional membership.

**Honorary** membership is accorded by the Executive Board to prominent state or national officials who have a significant impact on education in Michigan and the nation. Honorary members cannot vote or hold Association office.

### ARTICLE IV—DUES AND FISCAL YEAR

The establishment of dues and all policies pertaining thereto shall be on the recommendation of the Executive Board with approval at the annual meeting. Membership year and fiscal year are September 1 to August 31.

### ARTICLE V—OFFICERS, TERMS OF OFFICE AND DUTIES

A nominating committee shall be appointed annually by the President no later than March 15th to present a slate of candidates for each office who are eligible MSPRA members. Said committee shall be composed of three (3) members of the Executive Board and two (2) individuals from the general membership who are not currently part of the Executive Board as defined under Article VI. The nominating committee shall solicit nominations from Michigan School Public Relations Association members. The written ballot shall contain space for write-in votes for each office. The ballot shall be sent to the Professional membership no later than April 15 of the election year. Newly elected officers shall take office on September 1 of the election year.

#### President

The President shall be the executive officer and shall preside at meetings of the Michigan School Public Relations Association and its Executive Board. He or she shall appoint the chairpersons of all standing and special committees and shall

approve the selection of committee members made by the chairpersons. He or she shall fill all appointive offices. He or she shall maintain a liaison with the National School Public Relations Association and the National School Public Relations Association Regional Vice President. He or she shall be responsible for the preparation and distribution of an annual status report of Association activities to the general membership and the National School Public Relations Association Regional Vice President. The term of office for the Michigan School Public Relations Association President shall be one (1) year.

### **President-Elect**

The President-Elect shall perform such duties as delegated by the President. The President-Elect will automatically succeed to the office of President after his/her elected term as President-Elect. In case of a vacancy in the position of President, the President-Elect shall at once succeed to the office of President for the balance of the President's term. The term of office for the President-Elect shall be one (1) year.

### **Secretary and Treasurer**

The Secretary shall keep records of meetings, be responsible for Michigan School Public Relations Association correspondence, and shall furnish to the general membership annually a directory of Michigan School Public Relations Association members. The Secretary term of office shall be one (1) year.

The Treasurer shall keep records of funds; provide financial statements annually to the Executive Board and annually to the general membership. He or she shall be the disbursement officer. The Treasurer shall be appointed annually by the Board.

### **ARTICLE VI—EXECUTIVE BOARD**

The governing body of the Michigan School Public Relations Association shall be the Executive Board. It shall consist of the elected officers of the Michigan School Public Relations Association, the Treasurer, six (6) members-at-large, and the chairpersons of all standing committees.

1. The Executive Board shall be responsible for in-term policy decisions, shall carry out all directives as voted by the Michigan School Public Relations Association and shall recommend policies for consideration at the annual meeting.
2. Six (6) at-large members shall be selected by the elected officers to serve on the Executive Board, with consideration given to regional representation. All terms shall be for three (3) years. At-large members may be reappointed to the Board.
3. The immediate Past President shall serve as an ex-officio member of the Executive Board for one (1) year.
4. The Executive Board shall meet on notice from the President or upon one-third (1/3) of the membership of the Executive Board. A majority of the Executive Board shall constitute a quorum.
5. The position of an Executive Board member who fails to attend three (3) consecutive meetings of the Board without advance notice shall be declared vacant.
6. The Executive Board shall fill all vacancies occurring in the elective offices. Appointees shall serve until the next annual election.
7. The Executive Board shall approve the creation of all standing committees.

### **ARTICLE VII—MEETINGS**

1. There shall be an annual meeting of the Michigan School Public Relations Association held each school year. The President shall prepare a report on the status of the

Association. Copies shall be available at this meeting. They also shall be sent to each member and the National School Public Relations Association Vice President.

2. The Secretary shall notify all members of the meeting, in writing, at least thirty (30) days in advance of the meeting date.
3. Other meetings of the Michigan School Public Relations Association shall be set at the discretion of the Executive Board.

### **ARTICLE VIII—AMENDMENTS**

These Bylaws may be amended by two-thirds (2/3) vote of the membership in attendance at the annual Michigan School Public Relations Association meeting, or the MSPRA Board may choose to ask its membership to vote electronically, in which 2/3 of those voting may approve the amendments. After approval, all amendments shall be submitted to the Executive committee of the National School Public Relations Association for approval.

### **ARTICLE IX—RULES OF ORDER**

Robert's Rules of Order Newly Revised shall govern in all business meetings of this Association in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of this Association.

### **ARTICLE X—PROHIBITED ACTIVITIES**

No part of the earnings of the Chapter shall inure to the benefit of, or be distributable to, its directors, officers, or other private persons, except that the Organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in these Bylaws. Except as provided in Section 501(h) of the Internal Revenue Code of 1954, or any corresponding provision of any future United States Internal Revenue Law, no substantial part of the activities of the Organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing, or distribution of campaign statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these Bylaws, the Organization shall not carry on any other activity not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code of 1954, or the corresponding provision of any future United States Internal Revenue Law, or (b) by a corporation, contributors to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954, or the corresponding provision of any future United States Internal Revenue Law.

Upon dissolution of the Corporation, the Executive Board shall, after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954, or the corresponding provision of any future United States Internal Revenue Law, as the Executive Board shall determine.