

Bylaws
Illinois Journalism Education Association
(Last amended by the Board of Directors Sept. 14, 2007)

SECTION 1. PURPOSE

1.01: The principal office of the corporation (hereinafter designated association) shall be located at Charleston, Illinois.

1.02: The purpose of the association shall be to assist scholastic media advisers and teachers in promoting high standards in scholastic media and to elevate the status of scholastic media programs in secondary schools across the state. The association will assist scholastic media advisers and teachers in all phases of advising and teaching. To do so, it will:

- actively seek to connect with new advisers and teachers
- communicate with intermediately experienced advisers and teachers
- provide ongoing educational support for veteran advisers and teachers
- act as a clearinghouse for sharing ideas and maintaining data relevant to media education
- support opportunities for interaction of student staffs, advisers and teachers
- cultivate and maintain positive working relations with those in professional media operations
- foster an ongoing awareness of educational and career opportunities in journalism and mass communications
- recognize outstanding performance in and outstanding support for the field of scholastic media

SECTION 2. MEMBERSHIP

2.01: Membership in IJEA shall consist of regular individual membership including 1) publications advisers; 2) instructors in journalism, printing, art, and photography of public, private, and parochial secondary schools, junior colleges, schools or departments of journalism in universities or teachers' colleges within the state of Illinois; 3) former advisers and instructors in areas listed above unless they are employed by commercial firms providing sales and services to journalism teachers and publications advisers or are engaged in other commercial enterprises which might represent a conflict of interest. Regular members may vote in any statewide IJEA election for directors, on referendums, and on any matters coming to a vote during a General Business Meeting. They shall receive all publications of the association and are entitled to all services provided by the association.

2.02: A schedule of dues shall be established by the association and may be revised by the Board of Directors at either a regular or special meeting.

SECTION 3. DIRECTORS

3.01: The Board of Directors will consist of at least seventeen (17) members — two elected from each region of the state, four (4) appointed by the president at large with the consent of the board, and the executive director. If the positions of Illinois State Director from the national Journalism Education Association, and the newsletter editor are not held by persons already on the board, then the persons holding those positions also will be board members. Each regional director will be elected for a three-year term as specified in Section 7; terms of office will begin with the summer

meeting of the election year. The four at-large directors will serve one-year terms beginning with the summer meeting. A director must be a regular IJEA member in good standing.

3.02: Regional directors shall be elected as provided in Section 7 of these bylaws.

3.03: The Illinois State Director shall be appointed by and serve at the pleasure of the Board of Directors.

3.04: The executive director shall be appointed by and serve at the pleasure of the Board of Directors. The executive director shall have such powers and perform such duties as assigned by the Board of Directors.

3.05: The newsletter editor shall be appointed by and serve at the pleasure of the Board of Directors.

3.06: All elected and appointed directors shall have one vote in all matters brought before the board.

3.07: All written records for each director shall be transferred to succeeding directors at or before the spring meeting of the election year or as directed by the Board of Directors.

3.08: Any salaries, expense reimbursement or other compensation to officers and agents of the association shall be fixed by or in the manner prescribed by the Board of Directors, providing that such compensation shall be reasonable and shall in no way adversely affect the association's qualifications under the Internal Revenue Code of 1954, Section 501(c)(6) or any successor thereto.

3.09: The Board of Directors may, but need not, require any of the officers or employees of the association to give bond to the association with sufficient surety conditioned upon the faithful performance of duties of their respective officers or employments.

3.10: Any elected IJEA official may be removed from office for failure to abide by the bylaws and/or failure to perform the duties of the office by a majority vote of the Board of Directors. An appeal may be made by the elected official at a special or regular meeting of the membership following Board action. A vote to override the Board of Directors may be taken and adopted if passed by a 2/3 vote of voting members attending the meeting. The executive director can be removed from office as provided in Section 3.04.

3.11: The removal of a member of the Board of Directors from elective office shall constitute removal from the Board of Directors. Written notification of removal shall be given to said member within (30) days.

3.12: A member of the Board of Directors may resign at any time by delivering a written resignation to the president of the association, and such resignation shall take effect immediately upon its receipt by the president.

3.13: Vacancies on the Board of Directors arising from death, resignation, removal, or otherwise shall be filled by appointment by the president of the association for the unexpired term.

3.14: Any regular member of the association shall be eligible for appointment to the Board of Directors except that the appointment should be made from the same region as the vacancy occurred whenever possible.

3.15: The Board of Directors shall meet at least three times annually

3.16: A quorum for the Board of Directors shall consist of six (6) Board members.

3.17: The Board of Directors may be polled by mail ballot or by telephone followed by mail confirmation at the discretion of the president.

3.18: Special meetings of the Board may be called by the president of the association on fourteen (14) days notice to each director either in person or by mail, e-mail, telegram or telephone.

3.19: Upon written request of not less than one-fifth of the regular membership, a special meeting of the Board shall be called by the president, and members of the Board shall be notified by the president by one of the means designated in Section 3.17.

3.20: Duties of the directors will be determined by the Board itself with the exceptions listed below in 4.03, 4.04, 4.05, 4.06 as minimal duties of the president, vice president, secretary and treasurer.

SECTION 4. OFFICERS

4.01: The Board of Directors shall organize itself each year at the spring meeting by electing the following officers: president, vice president, secretary and treasurer. The JEA State Director will not hold any additional office.

4.02: No person shall be in charge of more than one elective office in the association.

4.03: The president shall have general and active management of the affairs and property of the organization and shall see that all orders and resolutions of the Board of Directors are put into effect. The president will also supervise the headquarters staff should such a staff exist. The president shall preside at all meetings of the Board of Directors as described in Section 3 and shall preside at all membership meetings as described in Section 6. The president shall appoint, with the advice and consent of the Board, four at-large board members as described in 3.01. The president, with the advice and consent of the board, shall appoint directors or other members to the following positions: curriculum director, awards director, legislation director, ISHSPA liaison, hotline director, retreat director, long-range planning director, fundraising director. Others positions can be created at the discretion of the president and the board.

4.04: The vice president shall have such powers and perform such duties as may be assigned by the Board of Directors or the president. In the absence or disability of the president, the vice president shall perform the duties and exercise the powers of the president until the president can resume his/her responsibilities or until action is taken by the Board of Directors.

4.05: The secretary shall supervise the maintenance of the current files and records of the association and shall perform such additional duties as are incident to the office and any other

duties, which the Board of Directors may assign. In the absence or disability of both the president and vice president, the secretary shall perform the duties and exercise the powers of the president until the president or the vice president can resume his/her responsibilities or until action is taken by the Board. The secretary shall keep an accurate record of all regular business and Board meetings.

4.06: The treasurer shall have custody of the corporate funds and securities and shall keep full and accurate accounts of the receipts and disbursements in association books and shall deposit accordance with the directions of the Board of Directors. The treasurer shall disburse the funds of the association in accordance with the directions of the Board of Directors upon receipt of proper forms for such disbursements, and shall render to the president and to the Board of Directors at its regular business meetings or whenever the Board so requires, an account of all the transactions of the treasurer related to the discharge of official duties of the office and a report of the financial condition of the association. The treasurer shall perform such additional duties as are incident to the office as well as any other duties the Board of Directors may assign.

SECTION 5. COMMITTEES

5.01: Committees may be appointed by the president or by action of the entire Board to carry out programs and projects of the association or to make a study of the feasibility of a program or project.

5.02: Special committees may be appointed by the president to perform such duties as may be delegated by the president at his or her discretion. Such committees shall be directly responsible to the president and do not require approval of the Board of Directors. The president shall select the committee chair and may select committee members or delegate the responsibility to the chair.

SECTION 6. MEETINGS

6.01: An annual business meeting shall be conducted at a time/place to be designated by the Board. Other business meetings may be called throughout the year as deemed necessary by the Board.

6.02: Special meetings of committees or others may be called when needed by the personnel involved.

6.03: Written notice of any business meeting shall be given to each member at least thirty (30) days before the date of such meeting, either in person or by mail or e-mail at the direction of the president. Notice may be included in the regular publication of the organization. If mailed, such notice shall be deemed to have been given when deposited in the mail addressed to the member at his or her last known address.

6.04: All regular members of the association and any interested persons may attend the business meetings and be recognized by the chair. All regular IJEA members attending a business meeting shall each have one vote. A vote may be called for by the chair either by voice, show of hands, or ballot.

6.05: Meetings of the Board of Directors are to be conducted as provided in Section 3.

SECTION 7. ELECTIONS

7.01: As specified in Section 3, certain directors shall be elected from specific regions of the state for a three-year term. Members are considered to belong to the region in which their school or employer is located. Voting for regional directors will be at-large, but regional directors must work in the region from which they are elected.

7.02: The State of Illinois shall be divided into the following six regions:

Region 1: Counties of Whiteside, Henry, Rock Island, Mercer, Henderson, Warren, Knox, Hancock, McDonough, Fulton, Mason, Schuyler, Adams, Brown, Cass, Menard, Pike, Morgan, Scott, Sangamon, Greene, Macoupin, Jersey, Calhoun.

Region 2: Counties of Jo Daviess, Stephenson, Carroll, Ogle, Lee, Bureau, LaSalle, Grundy, Kendall, Kane, DeKalb, Winnebago, Boone, McHenry, Lake.

Region 3: Counties of Cook, DuPage

Region 4: Counties of Will, Kankakee, Iroquois, Livingston, Ford, McLean, Putnam, Marshall, Woodford, Stark, Peoria, Tazewell.

Region 5: Counties of Logan, DeWitt, Macon, Piatt, Champaign, Vermilion, Edgar, Clark, Cumberland, Coles, Douglas, Moultrie, Shelby, Montgomery, Christian.

Region 6: Counties of Madison, Bond, Fayette, Effingham, Jasper, Crawford, Lawrence, Richland, Clay, Marion, Clinton, St. Clair, Monroe, Washington, Randolph, Perry, Jefferson, Wayne, Edwards, Wabash, White, Hamilton, Franklin, Gallatin, Hardin, Saline, Pope, Massac, Pulaski, Alexander, Union, Johnson, Jackson, Williamson.

7.03: As of the adoption of these bylaws in 1993, elections for one director in each region will occur in 1994, 1997 and every three years thereafter; and elections for one director in each region will occur in 1995, 1998 and every three years thereafter.

7.04: By February 1 of the year when an election for regional directors is to occur, the president shall appoint a committee to nominate candidates. The committee shall seek at least one nominee for each open directorship. The committee shall provide a list of the nominees to the board at its spring meeting.

7.05: An election by mail-in-ballot must then be conducted by and completed by April 30. The mail-in-ballot must include space for write-in votes.

7.06: A majority of all votes cast shall be necessary to constitute election. In the case of a tie, a coin will be flipped to determine the winner.

SECTION 8. DUES

8.01: The Board of Directors shall periodically review the annual dues payable to the association.

8.02: Dues shall be payable in advance on or before October 1.

SECTION 9. FISCAL YEAR

9.01: The fiscal year of the association shall begin on the first day of June and end on the last day of May each year.

SECTION 10. RULES OF ORDER

10.01: The rules contained in Robert's Rules of Order shall govern the association in all cases to which they are applicable or in which they are not inconsistent with these bylaws.

SECTION 11. BYLAW AMENDMENTS

11.01: These bylaws may be amended or new bylaws may be adopted by a majority vote of the Board of Directors at any regular or special meeting of the board, provided that at least ten (10) days written notice is given to the Board of specifically worded changes desired. No action shall be taken that would in any way adversely affect the association's qualifications under Section 5.01 (C) (6) of the Internal Revenue code of 1954 or any successor thereto.

SECTION 12. LIMITATIONS

12.01: The association shall not engage in any activities, which may afford pecuniary gain, incidentally or otherwise, to its members.

SECTION 13. GENERAL PROVISIONS

13.01: In the event of a dissolution for any cause of the Illinois Journalism Education Association, all monies and securities which may at the time be owned or under the absolute control of the Illinois Journalism Education Association shall be donated to the national Journalism Education Association to be used as its Board of Directors sees fit to enhance its stated purposes.