

**The Constitution of ACTEM
The Association of Computer/Technology Educators of Maine**

Article I

Name

- Section 1 - The Organization shall be called, "The Association of Computer/Technology Educators of Maine."
- Section 2 - The name of the organization shall be abbreviated as "ACTEM"

Article II

Object

- Section 1 - The purpose of the organization shall be the improvement in the incorporation of computers and related technologies in the educational process and the promotion of better communication among computer/technology educators.
- Section 2 - Notwithstanding any other provisions of these articles, the organization is organized solely for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under IRC 501(c)(3) or corresponding provisions of any subsequent tax laws.
- Section 3 - No substantial part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by 501(h) or participating in or intervening in(including the publication or distribution of statements) any political campaign on behalf of or in opposition to any candidates for public office.
- Section 4 - In any taxable year in which the organization is a private foundation as described in IRC 501(a), the organization shall distribute its income for said period at such time and manner as not to subject it to tax under IRC 4942, and the organization shall not (a) engage in any act of self-dealing as defined in IRC 4941 (d), (b) retain any excess business holdings as defined in IRC 4943 (c), (c) make any investments in such a manner as to subject the organization to tax under IRC 4944, or (d) make any taxable expenditures as defined in IRC 4945 (d) or corresponding provisions of any subsequent Federal tax laws.

Article III

Membership

- Section 1 - Any Maine educator interested in the object of the organization may be a voting member.
- Section 2 - Voting members shall consist of those individual members in good standing.
- Section 3 - There will be at least one level of membership

Article IV

Officers and Executive Board

- Section 1 - The officers of this organization shall consist of:
President
Vice-President
Secretary
Treasurer
- Section 2 - The Executive Board shall consist of:
President
Vice-President
Secretary
Treasurer
Business Manager
Chairs of any Standing Committees

Article V

Organization

- Section 1 - The organization shall be state-wide and may include subdivisions.

Article VI

Duties of Officers

- Section 1 - The President, Secretary and Treasurer shall perform those duties normally associated with their offices.
- Section 2 - In the absence of the President, the Vice President shall perform the duties of the President.

- Section 3 - The Executive Board shall:
- (a) Implement Policy
 - (b) Fill any vacancies which may occur between meetings with the exception of the Presidency.
 - (c) Transact all business not otherwise provided for.

Article VII

Affiliations

- Section 1 - This organization may be affiliated with other organizations.

Article VIII

Dues

- Section 1 – Dues shall be paid annually by voting members to the treasurer of the organization.
- Section 2 – Dues shall be set annually by the vote of the voting membership.

Article IX

Meetings

- Section 1 - The revised Roberts Rules of Order shall be the authority on all questions not specifically stated in the Constitution.
- Section 2 - A quorum consists of 10 voting members.
- Section 3. - There will be at least one (1) meeting during each year.

Article X

Amendments

- Section 1 - The amendments to this constitution shall be presented in writing in two consecutive meetings to the voting membership and voted upon within two weeks after the second Association meeting.
- Section 2 - A two-thirds majority vote by twenty-five percent of the voting membership will be necessary to approve an amendment.