

THE MFLA CONSTITUTION and BY-LAWS

Adopted: March 16, 1950
Revised: March 13, 1979
Revised: November 9, 1985
Revised: November 8, 1996
Revised: November 7, 2003
Revised: November 10, 2012
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- I. NAME:** This organization will be called the MISSISSIPPI FOREIGN LANGUAGE ASSOCIATION; hereinafter called the MFLA.
- II. PURPOSE:** The purpose of the MFLA will be the advancement of the study and teaching of languages other than English in schools, colleges, and universities in Mississippi.
- III. MEMBERS:** The members of the MFLA will be people and organizations paying membership dues annually.
- IV. OFFICERS:** The officers of the MFLA will be: president, first vice-president (**Programs**) and second vice-president (**Membership**), each elected for a term of two years and not eligible to succeed himself or herself; and executive director with an indefinite term of office.
- V. EXECUTIVE BOARD:**
- A. **There** will be an executive board of **sixteen** members consisting of the four elected officers named above, the historian, the editor of the *Mississippi Language Crusader*, the outgoing

- president, the presidents of the college/university and the elementary/secondary sections, the presidents of the AATF, the AATG, the AATSP, **the web master of the organization web site** <<http://www.msfla.org>>, a representative from the Classics when available, **the representatives of Less Commonly Taught Languages (LCTLs) and English as a Second Language (ESL)**, and the current foreign language consultant at the Mississippi State Department of Education. The president of the MFLA will be chair of the executive board. **Attendance by 50% + 1 member** of the Executive Board will constitute a quorum.
- B. The executive board will govern the MFLA and its actions will be subject to review by members at the annual meeting. **Roberts' Rules of Order will be the designated authority on procedure.**
- C. The executive board will constitute the nominating committee. The president will designate one of the members to be chair when the committee is called to function.
- VI. FISCAL YEAR:** The fiscal year will run from January 1 of any given year to December 31 of the same year. The executive director will provide funds from the treasury of **the** MFLA for supplies and necessary expenses of correspondence, publication of the *Mississippi Language Crusader* and management of the annual meeting.
- VII. ANNUAL MEETING:** **The** MFLA will meet annually at the time and place designated by the

executive board. The executive board will meet prior to the business of the annual meeting, and if circumstances warrant, other meetings may be called by the president. These executive board meetings may be altered or canceled for emergency reasons by a vote of the executive board.

VIII. AMENDMENTS: This constitution may be amended on petition by any member of **the** MFLA at the annual meeting by a vote of the majority present. An amendment should be submitted to the membership thirty (30) days prior to the annual meeting either by mail (sent by the executive director) or by publication in the *Mississippi Language Crusader*.

BY-LAWS

1. MEMBERSHIP DUES: Members will pay dues yearly in advance, as approved by the executive board and the membership. **In February of each year, the executive director may send e-mail reminder notices to MFLA members with lapsed memberships.**

2. NOMINATION OF OFFICERS:

a. The executive board will present names for the various offices with at least two candidates for each office unless a unanimous choice has been reached. The nominating committee will strive to select candidates with due regard to geographical distribution of members, proper alternation among

K-16 teachers and among the various language specializations.

- b. In case of the death or incapacitation of the president, the first vice-president (**Programs**) will succeed to the office of president until the next election.
- c. Other vacancies occurring between elections will be filled by the executive board in a called meeting, as provided in Section VII of the constitution.
- d. **When the executive director asks to retire, the executive board will search for a new director by requesting applications from current MFLA members, interviewing applicants and then voting on the candidates. A majority vote is required. The new director will work with the outgoing director for one year before assuming all duties.**

3. BALLOTS AND ELECTIONS: Voting will be limited to members in good standing. MFLA dues must be paid at the date of balloting.

4. DUTIES OF ELECTED OFFICERS AND APPOINTED MEMBERS OF THE EXECUTIVE BOARD:

- The officers of **the** MFLA will perform the duties usually connected with the respective offices.
- a. The president will preside at all meetings both of MFLA and of the executive board.
 - b. The executive director will manage the collection of membership dues, send notice of meetings, and

perform other duties as directed by the executive board.

- c. The first vice-president will serve as program committee chair to arrange the program for the annual meeting.
- d. The second vice-president will serve as chair of the membership committee.
- e. The historian will be appointed by the executive board and continue until replaced. **A review of the historian's activities will occur every five years by the president, vice-presidents and executive director.**
- f. The editor of the *Mississippi Language Crusader* will be appointed by the executive board and continue until replaced. **The editor will take minutes at the annual business meeting to be published in the following issue of the *Mississippi Language Crusader*. A review of the editor's activities will occur every five years by the president, vice-presidents and executive director.**

5. FINANCES: The executive director will keep account of MFLA funds, render an annual report, and pay the expenses necessary to the management of the annual meetings. As directed by the executive board, the executive director will make any other necessary disbursements.

6. ANNUAL MEETINGS: The president will indicate the time at which the executive board is to convene prior to the business session. If the president cannot attend the annual meeting, the vice-president will preside.

7. ANNUAL BUSINESS SESSION -- VOTING: At the annual meeting, a business session will be convened for the review of legislation or acts of the executive board for the transaction of any other business of the session which may be properly presented. In case no meeting is held, any business of the session may be handled by a mail ballot of the membership in which case action will be determined by a majority of the votes returned one month after the ballots have been issued.

8. AMENDMENTS: These by-laws may be amended at any time by the executive board subject to confirmation by members at the next annual meeting.

9. TITLE CHANGE: The executive secretary-treasurer will be known as the executive director.

10. NEW POSITIONS: The web master of the organization web site <<http://www.msfla.org>>, appointed by application by interested candidates and by consensus of the executive board, will be a member of the executive board. The representatives of Less Commonly Taught Languages (LCTLs) and English as a Second Language (ESL), chosen by consensus of members who attend the meetings of these sections, will be members of the executive board.