

REGISTERED TEACHERS MAINLAND EUROPE

To Inspire, Develop & Share in Dance



REGISTERED TEACHERS OF MAINLAND EUROPE

(R.T.M.E.)

CONSTITUTION

Updated November 2016 by Mara Cernat

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Registered Teachers of Mainland Europe CONSTITUTION

Parent Body: An Coimisiun le Rinci Gaelacha (Ireland)
Mainland European Body : R.T.M.E.

ARTICLE I – NAME

The name of this organisation shall be “Registered Teachers of Mainland Europe”.

ARTICLE II – OBJECTIVE

- a) To promulgate the culture generated by Irish Dancing.
- b) To be non-sectarian and non-political.
- c) To establish “Standing Rules” as a means of guidelines for all to abide by.
- d) To establish a format for active members to voice all opinions and resolve differences before a body of their peers in a congenial manner.
- e) To set a standard for levying dues and raising capital for the furtherance of the above ideas and principals.

ARTICLE III – MEMBERSHIP

Section 1: Eligibility

- a) A person who has successfully passed the Conditional TCRG, TMRF, TCRG, and/or ADCRG examination given by the parent body, AND
- b) A person that resides in Mainland Europe OR
- c) A person that does not reside but teaches in Mainland Europe (overseas or non-resident teacher) provided that he/she becomes a member in good standing of RTME;
- d) A layperson who offers certain expertise can be proposed for membership by an officer. (Adopted at the General Meeting of 2014).

Section 2: New Membership

A new member must remit the initiation fee of € 20.00 and all annual dues to the regional Treasurer. The new member is also required to review the Constitution/By-Laws and Standing Rules and will abide by all regulations.

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Section 3: Membership Maintenance

- a) Members will abide by the Constitution/By-Laws and Standing Rules of all bodies.
- b) Must remit all annual dues to the parent and national body by the annual convention of each year.

ARTICLE IV – GOVERNING BODY

The governing body of this organisation shall be known as the Executive Board and shall consist of the elected officers and the Regional **Officers**. This board shall be responsible to the general membership. An Executive member may hold only one office on the Board. Regional Directors are to be elected by the membership for a period of two years. The regional bodies shall be determined as defined by RTME.

ARTICLE V – OFFICERS

The officers of this organisation will be as follows: President, Vice-President, Treasurer, **Vice-Treasurer**, Secretary, Feis Registrar, **Transfer Secretary**, PR Officer(s) and **Regional Officers (North-West, South-West, North-East, South-East, Russia and Belarus)**. Each member is duly elected by the general membership to serve two years with a maximum of two consecutive terms. In the event that no successor is put forward after the maximum term of office, the respective officer shall be permitted to serve for another two-year term. (Adopted at the General Meeting 2014).

ARTICLE VI – QUORUM AND AMENDMENTS

Meetings shall have a quorum if 50% of members are present. If this number is not present at any meeting, such meeting will be considered quorate regardless of the number of members present 15 minutes after the starting time stated in the convening letter, provided that the meeting does not deal with items other than those stated in the agenda circulated with the convening letter.

Amendments to the Constitution/By-Laws or Standing Rules must receive a simple majority vote of the general membership present and voting.

ARTICLE VII – VOTING RIGHTS

Any member in good standing shall be entitled to nominate and vote for any candidate for office, or for any amendments to the Constitution/By-Laws or Standing Rules of this organisation. Officers shall be elected by a secret ballot for two (2) years at the annual

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convention. Nomination of officers shall be made from the floor at the annual convention.

ARTICLE VIII – ELECTIONS

Nominees must be members in good standing or suitable laypersons. Nominees with the majority of votes will be elected. Newly-elected officers shall take office immediately after results of election. Vacancies shall be filled by appointment of the President and must be approved by a majority of the Executive Board. These appointments to office will continue through the unexpired term of office.

Nomination of absent candidates: If there are no nominations for positions of Officers then proposals can come from members who are not present, provided that they have agreed to these positions previously in writing; e-mail communication shall be sufficient. (Adopted at the General Meeting 2014)

ARTICLE IX – TRANSFER OF OFFICE

All outgoing officers are required to give a summary of their duties and an account of all open items to the newly elected officers at the annual convention. All books and records shall be presented as well.

ARTICLE X – MEETINGS

At the annual convention, the meeting schedule for the year shall be set.

ARTICLE XI – SUSPENSION PROCEDURES

Any member in good standing may initiate a grievance against another member by submitting a signed statement to the President for review by the Executive Board. The respondent member shall have the right to request a hearing before the Executive Board members on the matter alleged in the complaint. Decisions will be rendered by the Executive Board.

ARTICLE XII – DUTIES OF OFFICERS

PRESIDENT: The President shall:

- Serve as Chairperson of the Executive Board;
- Convene and chair the annual convention;
- Chair any additional meetings of the Association or Executive Board;

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- Serve as a liaison with An Coimisiun;
- Communicate the concerns of the Association to An Coimisiun , as directed by the vote of the membership;
- Attend meetings of An Coimisiun;
- Appoint committee chairpersons as necessary;
- Name replacements to complete the term of any vacated officers on the Executive Board;
- Keep Regional Directors and the general membership informed via regular communication;
- Arbitrate, as necessary, disagreements and conflicts, as they arise.

VICE-PRESIDENT: The Vice-President shall:

- Support the President in all his/her duties;
- Cover for the President if he/she is unable to attend/chair meetings.

TREASURER: The Treasurer shall:

- Collect and deposit all monies payable to the Association, including annual dues;
- Deposit all funds of the Association in a bank account under the name “Registered Teachers of Mainland Europe”;
- Deposit Association funds in accounts with returns most favourable to the Association;
- Pay bills and reimburse members promptly upon receipt of appropriate bills and/or receipts;
- Render a financial report at the annual convention detailing the Association's financial transactions for the year;
- Maintain records reflecting the payment of member's dues.

SECRETARY: The Secretary shall:

- Keep full and accurate minutes of all proceedings of each convention and Association meeting;
- Following Executive Board meetings, send to all members a report of the issues discussed and conclusions reached;
- Review the minutes and periodically update the Constitution, By-Laws and Standing Rules;
- Prepare and forward to all members notices of all regular and special meetings;
- Assist the President prepare agendas for all meetings;
Send all members the agenda for the annual convention at least two weeks before it is held;

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- At the direction of the President handle all communications representing the Association;
- Compile annually, a list of paid-up members of our Association. Work with An Coimisiun to create a list of members who have paid dues to both bodies;
- Maintain all papers and correspondence belonging to the Association.

FEIS REGISTRAR: The Feis Registrar shall:

- Ensure all appropriate paperwork is completed by feis organisers prior to registering a feis;
- Check all feis syllabi submitted are in keeping with the rules and regulations of the Association;
- Assume main responsibility for compiling the syllabus for the annual Oireachtas;
- Compile annually a list of all feisanna taking place in Mainland Europe.

TRANSFER SECRETARY: The Transfer Secretary shall:

- Keep track of transfers in Mainland Europe.

PR OFFICER(S): The PR Officer(s) shall:

- Promote the Association throughout all areas of Mainland Europe;
- Deal with all aspects of fundraising and advertising of the Association.

ARTICLE XIII – RESIGNATIONS

Resignation of members of the Executive Board shall be in writing addressed to the President or Secretary. Resignations will be effective upon receipt by the Board.

ARTICLE XIV – STANDING COMMITTEES

Standing Committees and/or special committees can be appointed by request of the general membership or as deemed necessary by the Executive Board. All Chairpersons of these committees will report directly to the President.

ARTICLE XV – DUTIES OF THE EXECUTIVE BOARD

The Executive Board shall supervise in all matters pertaining to this organisation and to perform any other activities necessary to fulfill the purposes of this organisation.

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ARTICLE XVI – RULES

Adoption of rules and amendments shall be by vote of the general membership present and voting at a meeting. Proposals to modify or amend rules must be submitted in writing to the Secretary not less than twenty-four hours before the commencement of a meeting.