BYLAWS
The Mid-Atlantic Region of the American Music Therapy Association
2026

Article I - Name

Section 1. The name of the organization shall be the Mid-Atlantic Region of the American Music Therapy Association, Inc., hereinafter referred to as the Region or the MAR.

Section 2. The Region exists as a subordinate organization within the structure of the American Music Therapy Association, Inc., hereinafter referred to as the AMTA.

Section 3. This document does not supersede the Bylaws adopted by the AMTA.

Article II - Mission and Purposes

Section 1. The mission of the Mid-Atlantic Region of the American Music Therapy Association is to advance public awareness of the benefits of music therapy, to increase access to quality music therapy services, and to provide support to its members within the Mid-Atlantic Region.

Section 2. The organization is organized exclusively for charitable, religious, educational, and/or scientific purposes under section 501(c)(3) of the Internal Revenue Code and specifically:

(a) to improve and advance the use of music, in both its breadth and quality, in clinical, educational, and community settings for the betterment of public health and welfare.

(b) to train and educate music therapists;

(c) to advance and support research about music therapy;

(d) to provide a forum for the exchange and publication of information about music therapy;

(e) to provide assistance and support to its members to facilitate their role in the foregoing purposes; and

(f) to engage in any other lawful activity incidental to the foregoing purposes, except as restricted herein.

Section 3. In order to accomplish the foregoing charitable and educational purposes, and for no other purpose or purposes, this organization shall also have the power to:

(a) sue and be sued;

(b) make contracts;

(c) receive property by devise or bequest, subject to the laws regulating the transfer of property by will, and otherwise acquire and hold all property, real or personal including shares of stock, bonds, and securities of corporations;

(d) act as trustee under any trust whose objectives are related to the principal objects of the corporation, and to receive, hold, administer, and expend funds and property subject to such trust;

(e) convey, exchange, lease, mortgage, encumber, transfer upon trust or otherwise dispose of all property, real or personal;
(f) borrow money, contract debts and issue bonds, notes, and debentures, and secure the payment of any performance of its obligations; and
(g) do all other acts necessary or expedient for the administration of the affairs and attainment of the purposes of this organization; provided, however, that this organization shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purposes of this organization.

Article III - Membership

Section 1. Membership shall include all persons and organizations who hold any type of membership in the American Music Therapy Association, and who are residents of New York, Pennsylvania, New Jersey, Maryland, Delaware, Virginia, West Virginia, or the District of Columbia. Regional membership is designated by the American Music Therapy Association.

Section 2. All members are required to pay dues to the AMTA as required by their membership category. Any member in good standing in another Region coming into the Mid-Atlantic Region will be accepted in good standing for the duration of the fiscal year.

Section 3. The membership and fiscal years shall begin January 1 and end December 31.

Section 4. Types of membership in the Region shall correspond to membership categories of AMTA.

Section 5. Professional members, student members**,** retired professional members, and Honorary Life Members, may vote.

Section 6.

Professional members, student members who have completed internship, retired professional members, and Honorary Life Members who are eligible for professional membership may hold office.

Section 7. Student members shall have the privilege of holding office on the MARAMTS executive board and are eligible to serve as a representative to the professional board.

Article IV - Officers

Section 1. The officers of the Region shall be elected and appointed.

Section 2. The elected officers of the Region shall be a President, President-Elect, Vice President for Conference Planning, Vice President-Elect for Conference Planning, Vice President for Membership, Immediate Past-President, Treasurer, Treasurer-Elect, Government Relations Chair, Government Relations Chair-Elect, Public Relations Chair.

Section 3. The officers elected by the Mid-Atlantic Region Association of Music Therapy Students, hereinafter referred to as MARAMTS, shall be the Student Affairs Advisor and the Student Representative.
Section 4. The officers appointed by the President of the Region shall be the Parliamentarian, Recording Secretary, Editor of the official regional publication, Historian, Archivist, and Continuing Education Coordinator.

Article V - Duties of Elected Officers
Section 1. The President shall: facilitate all meetings of the Region; call and facilitate all meetings of the Executive Board; be ex officio member of all committees except the Nominating Committee; be a representative to the Assembly of Delegates; make all designated appointments subject to the approval of the Executive Board; perform all other duties commensurate with the stated purpose of the organization; communicate with, advise, and guide corresponding student officer; mentor the elect position for the duties stated above; establish and/or maintain a handbook outlining job responsibilities; and submit an annual written report at the regional conference.
Section 2. The President-Elect shall: assist the President as requested; study the duties of the President in order to be prepared at the appropriate time to take over the responsibilities of this office; assume all duties of the President in case of resignation or removal of the President; attend Regional Executive Board meetings; be a representative to the Assembly of Delegates; serve as the chair of the Bylaws Revision Committee to seek input, lead on-going study and propose changes in the Bylaws as may be deemed necessary; oversee long-range planning; serve as a member of the Nominating Committee; serve as a member of the Finance Committee; ensure that all new officers and appointees receive their handbooks outlining job responsibilities; maintain on computer all officer handbooks; update the handbooks on a yearly basis following the Fall Executive Board meeting with input from officers and the Executive Board; present the updated handbooks to the officers and Executive Board on a yearly basis at or around the time of the annual Spring conference; establish and/or maintain communication with the Editor(s) of the official regional publication on a quarterly basis; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; serve as a liaison between state associations and the MAR board to facilitate communication between the states and the MAR; and carry out such other duties as may be assigned by the President or the Executive Board.
Section 3. The Vice President for Conference Planning shall: assume the duties of the President in case of absence of both the President and President-Elect; succeed to the Presidency in case of the resignation of both the President and President-Elect; attend Regional Executive Board meetings; chair the Conference Council; serve as Program Chair, taking complete charge of program planning for the annual regional conference

and conferring on all details of management with any committees appointed to arrange for conference programs; develop and send out conference publicity; work with the Regional Event Planner, the Local Host(s) and/or virtual conference platform, the Continuing Education Coordinator, and the Exhibits Coordinator, and the Vice President of the MARAMTS; mentor the elect position for the duties stated above; establish and/or maintain a handbook outlining job responsibilities; submit an annual report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 4. The Vice President for Membership shall: succeed to the presidency in case of the resignation of the President, President-Elect, and the Vice President for Conference Planning; chair the Regional Services Council; serve as regional representative to the Membership Committee of the AMTA; maintain official statistical records of the membership for the Mid-Atlantic Region; correspond with members on related matters; correspond with the national Director of Membership Services and Information Services to facilitate the transmission of information to the regional members; coordinate professional scholarships; highlight membership contributions; support the work of the Anti-Sexual Harassment Subcommittee, appointing a chair or co-chairs; coordinate disaster (humanmade and natural) response efforts; attend Regional Executive Board meetings; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 5. The Immediate Past President shall: endeavor to effect a smooth transition of duties by assisting and advising the new President as necessary; present the slate of nominees to the membership; attend Regional Executive Board meetings; serve as a member of the Assembly of Delegates and as Chair of the MAR Delegation (serve as a liaison among the Executive Board, Assembly Delegates and Alternates and the general membership; disseminate information related to issues expected to come before the Assembly to the general membership; solicit feedback from the membership on issues that are to come before the Assembly; submit a written report for publication in the newsletter following Assembly of Delegates meetings; work with the President and the Delegates and Alternates to ensure attendance and participation in Assembly meetings at each national conference; schedule periodic meetings of the regional delegation throughout the year, some to include the general membership; ensure concurrent session at the regional conference); serve as a member of the Bylaws Revision Committee; serve as a representative to the Historical Preservation Committee; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 6. The Vice President-Elect for Conference Planning shall: study the duties of the Vice President for Conference Planning in order to be prepared at the appropriate time to take over the responsibilities of the office; assist the Vice President for Conference Planning as requested; maintain communication with the Vice President for Conference Planning; attend Regional Executive Board meetings and regional conferences during their term of office; maintain handbooks that outline the duties of the regional conference local host committee; establish and/or maintain a handbook outlining job responsibilities; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 7. The Treasurer shall: pay all bills authorized by the Executive Board and issue reimbursement within 30 days of receipt of the request; keep an itemized account of all receipts and disbursements; present a financial report to the Executive Board regularly; publish the financial report in the regional publication; provide AMTA with financial information necessary to complete tax filing as requested by AMTA; chair the Finance Committee; attend Regional Executive Board meetings; communicate with, advise, and guide the corresponding student officer; mentor the elect position for the duties stated above; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 8. The Treasurer-Elect shall: study the duties of the Treasurer in order to be prepared at the appropriate time to take over the responsibilities of the office; assist the Treasurer as requested; maintain communication with the Treasurer; serve as Conference Treasurer for conferences of the Region; assume all duties of the Treasurer in case of resignation or removal of the Treasurer; attend Regional Executive Board meetings and conferences of the Region during their term of office; serve as a member of the Finance Committee; establish and/or maintain a handbook outlining job responsibilities; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 9. The Public Relations Chair shall: coordinate regional public relations efforts; maintain the Regional website in collaboration with the webmaster; maintain social media outlets; facilitate communication between the webmaster and the Executive Board; serve as regional representative to the Workforce Development and Retention Committee of AMTA; attend Regional Executive Board meetings; request that the President appoint Public Relations Committee members, as needed, to assist in developing and maintaining public relations efforts across the region; maintain regular communication with Public Relations Committee to assist them in fulfilling their duties as outlined in Article XIII, Section 3; establish and/or maintain a handbook outlining job responsibilities; submit an annual, written report at the regional conference; and carry out such other duties as may be assigned by the President and Executive Board.

Section 10. The Government Relations Chair shall: serve as regional representative to the Government Relations Committee of AMTA; coordinate state efforts in implementing the AMTA/CBMT State Recognition Operational Plan within the MAR; submit to the President proposed state task force chairs for Board appointment to state task forces; direct and assist the State Task Forces in advocating change in public policy conducive to the practice of music therapy; assist State Task Forces in facilitating communication among music therapists in their states; direct issues and concerns from the membership, and/or the State Task Forces, to the Executive Board and the appropriate committees; maintain regular communication with AMTA and CBMT in order to work collaboratively in implementing the State Recognition Operational Plan within the MAR**;** attend Regional Executive Board meetings; communicate with, advise, and guide the corresponding student officer; mentor the elect position for the duties stated above; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 11. The Government Relations Chair-Elect shall: study the duties of the Government Relations Chair in order to be prepared at the appropriate time to take over the responsibilities of the office; assist the Government Relations Chair as requested; maintain communication with the Government Relations Chair; assume all duties of the Government Relations Chair in case of resignation or removal of the Government Relations Chair; attend Regional Executive Board meetings during their term of office; participate in regional State Task Force conference calls; establish and/or maintain a handbook outlining job responsibilities; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 12. The Student Affairs Advisor, being elected by MARAMTS, shall: serve as the regional representative to the Student Affairs Advisory Board of AMTA; attend Regional Executive Board meetings; serve as a conduit for student problems and concerns, referring to appropriate committees and officers; keep the Regional Executive Board advised of all regional and national student activities; communicate with, advise, and guide corresponding student officer; establish and/or maintain a handbook outlining job responsibilities; submit a written report at the annual regional conference; coordinate and administrate the Jenny Shinn Memorial Scholarship, the Sophomore and Junior Scholarships, and any other student scholarships/awards initiated by the MAR or MARAMTS; and carry out such other duties as may be assigned by the President or the Executive Board. Should the Student Affairs Advisor resign prior to the end of their term, MARAMTAS will convene a special election within two (2) weeks of the vacancy of the office.

Section 13. The Student Representative shall: hold the current office of Vice President of MARAMTS; and, with the Student Affairs Advisor, communicate with other music therapy students in AMTA affiliated schools; report student views and concerns to the

Board; attend Regional Executive Board meetings; and carry out such other duties as may be assigned by the President or the Executive Board; and serve on the Conference Council.

Article VI - Duties of Appointed Officers

Section 1. The Recording Secretary shall: send out meeting announcements; prepare the Executive Board Book for all Executive Board Business Meetings; assist the President in preparing and distributing agendas; take-minutes, including all motions and votes of all meetings of the Executive Board and the general membership; include the results in their report to the Executive Board; and assure that corporate minutes are maintained. The Recording Secretary shall submit copies of minutes to the Executive Board, for approval, and shall submit approved minutes to the Archivist~~,~~ and the webmaster for posting on the Regional website. The Recording Secretary shall also: communicate with, advise, and guide the corresponding student officer; establish and/or maintain a handbook outlining job responsibilities; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 2. The Editor shall: oversee, format, and publish the official regional publication which shall be published quarterly pending availability of funds; ensure timely communication and outreach regarding upcoming events, elections, and updated MAR information; facilitate regional elections including creating ballots, tracking responses, and informing the Immediate Past-President of the results; maintain a database of current and past MAR members, conference attendees, and those that sign into the newsletter; attend Regional Executive Board meetings; establish and/or maintain a handbook outlining job responsibilities; communicate with, advise and guide the corresponding student officer; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 3. The Parliamentarian shall: be knowledgeable of the MAR Bylaws as well as the most recent edition of Robert's Rules of Order, *Newly Revised*, hereinafter referred to as Robert's Rules of Order; assist the MAR Executive Board in interpreting the Bylaws and rules of order; serve on the Bylaws Revision Committee; and advise the President on the proper procedures for the conduct of Executive Board and Regional business meetings.

Section 4. The Historian shall, with the Archivist, co-chair the Historical Preservation Committee; preserve and share pertinent events within the MAR; publish any findings of historical value in the regional publication; coordinate historical displays and the dissemination of historical information; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

Section 5. The Archivist shall, with the Historian, co-chair the Historical Preservation Committee; maintain the regional Archives, including identifying best methods for maintaining, storing, and (when appropriate) digitizing various types of documents and artifacts; forward appropriate items to the AMTA Archivist for permanent preservation in the AMTA Archives; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.
Section 6. The Continuing Education Coordinator shall: coordinate regional continuing education events; assure that the region remains in good standing as an approved continuing education provider according to the policies of CBMT and any other regulatory bodies; serve as regional representative to the Continuing Education Committee of AMTA; attend Regional Executive Board meetings; establish and/or maintain a handbook outlining job responsibilities; submit an annual, written report at the regional conference; and carry out such other duties as may be assigned by the President and Executive Board.

Article VII - Appointed Positions
Appointed positions shall consist of the following: Regional Event Planner and Assistant Editor. Specific duties of each position shall be defined and assigned by the President and/or the Executive Board. The Region will maintain handbooks delineating the current duties of each appointed position.

Article VIII - Executive Board
Section 1. There shall be an Executive Board consisting of thirteen (13) voting members: President, President-Elect, Vice President for Conference Planning, Vice President-Elect for Conference Planning, Vice President for Membership, Immediate Past-President, Treasurer, Treasurer-Elect, Student Affairs Advisor, Government Relations Chair, Government Relations Chair-Elect, Public Relations Chair, and Student Representative. The Parliamentarian, Recording Secretary, Editor, Historian, Archivist, and Continuing Education Coordinator shall be ex-officio members without the right to vote.
Section 2. The Executive Board shall transact the general business of the Region and shall be responsible for the management and control of its funds. The Executive Board shall review and approve a budget for the forthcoming fiscal year at the Executive Board meeting at or around the time of the national conference. The Executive Board may seek input from the MAR community via email, social media, and/or town hall meetings about unusual financial decisions.

Article IX - Elections, Terms of Office, and Vacancies

Section 1. A Nominating Committee shall be appointed by the President with the approval of the Executive Board. The Nominating Committee shall be chaired by the Immediate Past-President and include the President-Elect and five (5) professional regional members that reflect the diverse perspectives and identities of the music therapy profession. The representatives to the Nominating Committee shall be appointed for a two (2) year term, commencing during the fall business meeting in even-numbered years.

Section 2. The Nominating Committee shall draw up a slate of consenting candidates for each elective office to be presented to the general membership at the annual regional conference or via special election procedures as specified in Section 5 of this Article. The slate of candidates shall be anonymous. The Nominating Committee shall provide membership with biographical information obtained via questionnaire pertaining to each candidate's training, life experiences, perspective, and motivation to serve, avoiding identifying information wherever possible. The Committee shall make every attempt to present at least two (2) candidates for each elective office. They shall also draw up a slate of at least twice as many nominees as there are designated positions for the Assembly of Delegates, as determined by the AMTA Board of Directors. Additional nominees of consenting candidates for elective offices shall be accepted from the floor at the annual regional conference or via special election procedures as specified in Section 5 of this Article.

Section 3. All elections shall be held by secret ballot. For regular elections, ballots will be distributed no later than two (2) weeks following the conclusion of the annual regional conference. All nominees shall be listed on the Region's website with accompanying biographical information. For each office, the nominee receiving the greater or greatest number of votes shall be considered elected. In the event that this greater or greatest number is a tie, the members of the outgoing Executive Board shall cast a deciding vote. This shall apply to tie votes for the Assembly only when the tie would result in (a) one candidate serving on the Assembly and the other serving as an Alternate; or (b) one candidate serving as an Alternate and the other not being included as an Alternate. Ties within the list of Alternates shall be ranked and called at the discretion of the President. The Chair of the Nominating Committee shall present the results for publication in the first edition of the official regional publication following the election and shall notify AMTA of the election results.

Section 4. Should a vacancy occur in an elective office which is not filled through the regular election cycle or regular succession of that office, the President shall appoint someone to fill that position until it is filled by regular or special election, as specified in Sections 2, 3, and 5 of this Article. Should a vacancy occur in the Immediate Past President position, the President will appoint someone to fill that position for the remainder of the term with preference being given to former Past Presidents.

Section 5. A special election will be completed within four (4) months of the vacancy of an elective office, which is not filled through regular succession of that office, as specified in Section 4 of this Article. In the event a special election is held between conferences of the Region, the nomination and election shall be conducted via electronic media as follows: The Nominating Committee will present a slate of nominees to the members. In the two (2) weeks that follow, members may nominate additional consenting candidates. Ballots will then be distributed within two (2) weeks following the end of the nomination period. When a special election is held during a regional conference, should only one nominee be identified by the end of the final business meeting of the same conference, the members present can vote for the one nominee, thereby suspending the ballot process.

Section 6. Should a slate of nominees fail to be generated for a Special Election, or should a vacancy extend beyond the time allowable by the immediacy of the business of the Executive Board, the President - with input from the Executive Board - shall determine how the duties of the vacant position shall be delegated until such a time as the position is filled.

Section 7. Votes for Assembly Delegates will be tabulated and nominees will be ranked from highest to lowest. Primary Delegates will be those receiving the highest number of votes. Alternate Delegate positions will be filled from the remaining nominees in rank order until all positions have been filled. In the event of a tie for the final Assembly position, the members shall cast a deciding vote. The Chair of the Nominating Committee shall present the results via email, and social media following the election and shall notify AMTA of the election results.

Section 8. All elected officers and Assembly Delegates shall commence office at the conclusion of the summer transition meeting and continue for a term of two (2) years or until the next subsequent election. The Assembly Delegates' term of office will coincide with the terms of the national officers.

Section 9. During the interim between their election or appointment to office and their assumption of that office, the newly elected or appointed officers are expected to contact the outgoing officers and to become fully apprised of the events and information associated with the office. Retiring officers will surrender all records and accounts related to their offices to their successors by the first day of the new officers' term of office.

Section 10. A member who has served in the position of President Elect, Government Relations Chair-Elect, VP for Conference Planning-Elect, or Treasurer-Elect may run for this position again, following the passage of at least one full election cycle after fulfilling the entire service commitment associated with that position.

Section 11. Any member of the MAR Executive Board may be removed from their position by a majority vote of elected officers of the board, following a failure of all reasonable attempts by the board to equip and assist the officer to fulfil their position.

Board members must document verbal or written attempts to communicate with and assist a board member in the fulfillment of their assigned duties. Factors that may result in this include but are not limited to: failure to fulfill duties as outlined in these Bylaws, failure to meet the stated requirements to hold an office, and/or concerns brought to the attention of the board by membership. In the event of a vote, the officer will be given the option to attend and speak in their own defense, or submit a written statement to be read into the minutes. Gross misconduct may result in an immediate vote for dismissal.

Article X - Assembly of Delegates

Section 1. The Regional Delegates elected to the AMTA Assembly of Delegates shall attend all business meetings of the Assembly and represent the interests of the Region.

Section 2. Delegates and Alternates shall commit themselves to attendance at all regional business meetings, as well as regional and national conferences during their term of office. If a Delegate cannot attend a national conference, they shall inform the Immediate Past President at least one (1) month prior to the conference so that the Immediate Past President may ensure that an Alternate attends in the Delegate's place. The Immediate Past President may substitute an active Mid-Atlantic member for an absentee Delegate or Alternate at any meeting of the Assembly of Delegates.

Section 3. The Delegates and Alternates shall be elected by secret ballot as outlined in Article IX, Section 3.

Section 4. The term of office for Regional Delegates shall be two (2) years.

Article XI - National Standing Committees and Boards

Section 1. A representative shall be appointed to each of the National Standing Committees and the Judicial Review Board. The MAR Student Affairs Advisor, elected by MARAMTS, serves as the regional representative to the Student Affairs Advisory Board of AMTA.

Section 2. The National Standing Committees are: Academic Program Approval Committee; Association Internship Approval Committee; Clinical Practice Networking Committee; Continuing Education Committee; Diversity, Equity, Inclusion, Accessibility, and Justice Committee; Government Relations Committee; International Relations Committee; Interprofessional Collaborative Resources Committee; Membership Committee; Professional Advocacy Committee; Reimbursement Committee; Research Committee; Standards of Clinical Practice Committee; Technology Committee; and Workforce Development and Retention Committee.

Section 3. The National Boards which include regional representation are the Judicial Review Board and the Student Affairs Advisory Board.

Section 4. Representatives to each of these committees and national boards shall commit themselves to attendance at all national meetings which occur during their

terms and perform the functions of the committee prior to each Regional Executive Board meeting and at the regional conference.

Section 5. The representatives to the national standing committees and the Judicial Review Board shall be appointed for a two (2) year term by the President with the approval of the Executive Board. Representatives may be reappointed at the President's discretion.

Section 6. Prospective appointed committee and council members shall submit a short biography to the Executive Board for consideration before approval.

Article XII - Regional Committees and Auxiliary Organizations

Section 1. Regional committees shall include: the Bylaws Revision Committee; Cultural Humility; Accessibility, Diversity, and Inclusion (CHADI) Committee; Finance Committee; Government Relations Committee; Historical Preservation Committee; Nominating Committee; Public Relations Committee; and Research Committee The regional committee members shall be appointed by the President with Executive Board approval. The regional committees shall perform such duties as specified in the Bylaws. The regional ad hoc committees shall perform such duties as authorized by the Executive Board. Members and duties of the Nominating Committee are set forth in Article IX, Sections 1 through 10.

Section 2. The Finance Committee shall consist of the Treasurer, who shall serve as chair, Treasurer-Elect, President, President-Elect, Past President and at least one (1) additional member from the MAR. Duties of the Finance Committee shall be to make recommendations to the Executive Board regarding fiduciary responsibility of the financial resources held by the region; to assist the Treasurer in the construction of the proposed annual budget; and to assist the Treasurer in developing and maintaining fiscal policy recommendations to the Executive Board.

Section 3. The Public Relations Committee shall consist of the Public Relations Chair, the MARAMTS Public Relations Chair, and a minimum of three (3) additional members of the MAR. Duties of the Public Relations Chair are specified in Article V, Section 9. Duties of the Public Relations Committee members are to assist the Public Relations Chair in carrying out their duties.

Section 4. The Government Relations Committee shall consist of the Government Relations Chair, Government Relations Chair-Elect, and the Chairs of the State Task Forces within the MAR. Duties of the Government Relations Chair and Government Relations Chair-Elect are specified in Article V, Sections 10 and 11. Duties of the Government Relations Committee members are to participate in AMTA national advocacy activities and assist with the implementation of the AMTA and CBMT State Recognition Operational Plan within the MAR.

Section 5. The Research Committee shall consist of the MAR Representative to the AMTA Research Committee, who shall serve as chair, and five (5) additional members

of the MAR with expertise in music therapy research. Members to this committee will be appointed by the President with approval from the Executive Board. Duties of the Research Committee shall be to serve as a resource for the MAR members interested in carrying out research projects; to submit research articles to the regional newsletter; to sponsor the Research Poster Session at the annual conference; and to sponsor research-related activities.

Section 6. The Historical Preservation Committee shall consist of the Historian and Archivist, who shall serve as Co-Chairs, the Immediate Past President, a student representative, and a minimum of two (2) additional members of the MAR. Duties of the Historical Preservation Committee are to serve as a resource for MAR members interested in historical research; submit articles to the regional newsletter; coordinate the presentation of historical sessions at the annual conference; prepare and exhibit archival materials at the MAR booth and AMTA and MAR conferences; and support and assist the Archivist in obtaining and preserving items for the Regional Archives.

Section 7. The MAR Cultural Humility, Accessibility, Diversity, and Inclusion Committee (CHADI) shall consist of two (2) co-chairs, a minimum of one (1) student representative, and a minimum of three (3) additional members of the MAR. Duties of the CHADI Committee are to increase knowledge as it pertains to diversity, accessibility, and inclusion for the region; serve as a resource for the MAR on issues pertaining to cultural humility, accessibility, diversity and inclusion; and collaborate with the MAR President and Vice President for Membership to address human rights disasters that negatively impact members of our region. One of the co-chairs of the CHADI Committee will represent the MAR on the AMTA Disaster Relief Committee and the AMTA Diversity, Equity, Inclusion, Accessibility, and Justice Committee.

Section 8. The Bylaws Revision Committee shall consist of the President-Elect, who shall serve as Chair, the Immediate Past-President, the Parliamentarian, MARAMTS Parliamentarian, and a minimum of two (2) additional professional members of the MAR. Duties of the Bylaws Revision Committee are to study and propose changes in the Bylaws as may be deemed necessary; to present proposed changes to the membership as established in Article XVI; and to lead discussion and voting on the proposed changes during the Business Meetings at the annual regional conference.

Section 9. The establishment of auxiliary organizations is authorized by the Executive Board. Each of these organizations adopts the purposes and goals of the MAR, agrees to conform to the Bylaws of the MAR, and submits a copy of its Bylaws to the Executive Board for formal approval. The relationship of such organizations to the MAR may be defined from time to time by the Executive Board.

Section 10. The Mid-Atlantic Region Association for Music Therapy Students (MARAMTS) is the official student organization of the MAR and will conform to the requirements for auxiliary organizations as specified in the Bylaws.

Section 11. The Regional Conference Committee shall be chaired by the Vice President for Conference Planning and shall include the Vice President-Elect for Conference Planning, the Regional Event Planner, the Exhibits Coordinator, the Local Host(s), the Continuing Education Coordinator, the Research Committee Chair, the Public Relations Chair, and the Vice President of MARAMTS. In years when the regional conference is held online, a Regional Conference Committee, consisting of members from each State within the Region, shall assist with organizing and hosting the annual regional conference. Members of this committee shall be appointed by the President, with the approval of the Executive Board, unless it is already a duty of an elected or appointed position.

Article XIII - Meetings

Section 1. There shall be a virtual participatory option for all general membership meetings.

Section 2. An annual regional conference shall be held. It will be not less than two (2) days in length. The location and date shall be determined by the Executive Board. Business meetings during regional conference shall be held before the final day of the annual regional conference to ensure maximum participation.

Section 3. Notice of all regional business meetings shall be provided to members entitled to vote not less than 10 nor more than 60 days prior to the meeting.

Section 4. A membership meeting of the Region shall be called at or around the time of the National Conference. The President shall coordinate with the AMTA Vice President to ensure a meeting is scheduled.

Section 5. Additional meetings of the Region shall be called by the President, if requested by seven (7) members of the Executive Board or upon petition, signed by thirty-five (35) professional members of the Region.

Section 6. A minimum of two (2) meetings of the Executive Board shall be held annually. The dates of these meetings shall be set as far in advance as possible and be open to all regional members in good standing. Special meetings of the Executive Board shall be called by the President or upon the joint written request of no less than seven (7) members of the Executive Board.

Section 7. In situations where meeting virtually is conducive to the business and attendees of the meeting, any meeting may occur virtually at a time and date to be determined by the Executive Board.

Article XIV - Quorum

Section 1. Quorum of the Executive Board shall consist of at least seven (7) elected officers of the Executive Board.

Section 2. Quorum of the Executive Board plus twenty-five (25) other professional members of the Region shall constitute quorum for regional business meetings. At no

time shall the lack of quorum at a non-business session prevent those present from proceeding with the program of the day.

Article XV – Bylaws Amendments

Section 1. Proposed amendments to these Bylaws shall be submitted to the membership at least 24 hours in advance of a business meeting to be held at or around the time of the regional conference. The presentation of proposed amendments will include an opportunity for discussion and debate and will be recorded. An electronic vote, including this recording and the proposed amendments and rationale, will be sent to all voting members within two (2) weeks of the business meeting. A two-thirds majority of votes recorded/submitted is required for passage of proposed amendments. The Chair of the Bylaws Revision Committee shall present the results for publication in the first edition of the official regional publication following the vote.

Article XVI - Special Interest Groups and State Associations

Section 1. Members of the Mid-Atlantic Region may petition the Executive Board for recognition as 1) a Special Interest Group for reasons of professional development in specialized areas of clinical practice, or 2) an Affinity Group for reasons of mutual support and understanding by music therapists who hold historically marginalized and oppressed identities. Members desiring to form a Special Interest Group (SIG) must present a request in writing from five (5) members stating the specialty area involved, the need for the SIG, and the educational and professional goals for the SIG. SIGs may request special programming for the annual conference and/or offer workshops and symposia in their area of specialization with the approval of the Executive Board. Members wishing to form an Affinity Group may enlist the assistance of the Executive Board in communicating with Membership, while remaining autonomous and having self-determination for the groups' growth, education, and needs within music therapy.

Section 2. Members desiring to form a State Association of the MAR must present a request in writing, a copy of their Bylaws and a current roster to the MAR President. These documents must be re-submitted when changes are made.

Section 3. SIGs, Affinity Groups, and State Associations may request special programming or meetings for the annual conference and/or offer workshops and symposia in their area of specialization with the approval of the Executive Board. Recognition is contingent upon an affirmative majority vote of the Executive Board.

Article XVII - MAR Advocacy Award

An annual award may be presented to one or more individuals who are not music therapists who have made an outstanding contribution to either the Mid-Atlantic Region or the profession of music therapy.

Article XVIII - Rules of Order

Robert's Rules of Order, Newly Revised, most recent, shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

Article XIX - Charitable Activity Restrictions

No part of the net income of the organization shall inure to the benefit of or be distributed to its directors, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services actually rendered and to make payments and distributions in furtherance of the purposes and objects of this organization. No substantial part of the activities of the organization shall be the carrying of propaganda or otherwise attempting to influence legislation, and the organization shall not participate in or intervene in any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions set forth in these Bylaws, at any time during which it is deemed a private foundation, the organization shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code of 1986 or corresponding provisions of any subsequent federal tax laws; the organization shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code of 1986 or corresponding provisions of any subsequent federal tax laws; the organization shall not own any excess business holdings that would subject it to tax under Section 4943 of the Internal Revenue Code of 1986 or corresponding provisions of any subsequent federal tax laws; the organization shall not make any investments in such manner as to subject the organization to the tax imposed by Section 4944 of the Internal Revenue Code of 1986 or corresponding provisions of any subsequent federal tax laws; and the organization shall not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code of 1986 or corresponding provisions of any subsequent federal tax laws. Notwithstanding any other provisions of these Bylaws, the organization shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt from tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or corresponding provisions of any subsequent federal tax laws, or by an organization contributions to which are to be deductible under Section 170(c)(2) of such Code, or corresponding provisions of any subsequent federal tax laws.

Article XX - Dissolution

Upon the dissolution of the organization or the winding up of its affairs, the assets of the organization shall be distributed exclusively for charitable or educational purposes

within the meaning of section 501(c)(3) of the Internal Revenue Code. Organizations having purposes similar to those of this organization shall be preferred.