

PROPOSED EXAMPLE AND DRAFT OF LOCAL UNIT BYLAWS

BYLAWS

**(Name of County or Unit Name) COUNTY RETIRED TACHERS ASSOCIATION
AND PUBLIC SCHOOL PERSONNEL**

ARTICLE I NAME:

The name of the Association shall be the (Name of County of Unit Name) County Retired Teachers Association and Public School Personnel.

ARTICLE II Purpose of the Association shall be to support the endeavors of the State Association.

- (a) To promote continued interest in the teaching profession and the cause of education.
- (b) To promote the economic, social and professional status of the retired teacher and other school personnel.
- (c) To promote passage of legislation of benefit to retired teachers and other school personnel.
- (d) To promote the involvement of retired teachers and other school personnel in community affairs.
- (e) To foster good fellowship among retired teachers and other school personnel and concerns with their well being.

ARTICLE III MEMEBERSHIP:

- (a) Membership shall be open to all retired teachers of public, private, and parochial schools, college and universities, administrators, supervisors, and other retired school employees. (b) Spouses of members, active teachers and others interested in education may become associate members without the right to vote, hold office or represent the Association.
- (c) Any member in good standing having attained the age of 100 shall be granted Century membership at no cost.

ARTICLE IV MEETINGS:

- (a) The Association shall hold a meeting once a month excluding the month of July and August. Meetings are to be held on the third Thursday of the month.
- (b) Seven members shall constitute a quorum for a meeting.

ARTICLE V DUES:

- (a) State dues for active, associate and life members shall be determined by the Assembly of Delegates upon the recommendation of the State Executive Board. State dues are to be paid at the beginning of the fiscal year to the MRTA. The fiscal year for MRTA begins on January 1 and ends on December 31. New members paying dues after May 1 may regard their dues paid through the next fiscal year.
- (b) Local dues shall be set by the membership of the Local Association. Local dues shall be paid at the beginning of the fiscal year – January 1.

ARTICLE VI OFFICERS:

- (a) All unit officers shall be current paid members of both the local and the State MRTA.
- (b) Elective officers shall be President, President Elect, Second Vice President, Recording Secretary and Treasurer.
- (c) Officers shall serve for a period of two years, and may be reelected if they consent to serve.
- (d) Officers shall be elected at the November meeting, installed at the December meeting and shall take office in January.
- (e) Members of the Executive Committee shall be the President, President Elect, 2nd Vice President, Recording Secretary, Treasurer and the Immediate Past President.

ARTICLE VII DUTIES OF OFFICERS:

- (a) The President shall preside at all meetings of the Association and serve as an ex-officio member of all committees except the Nominating Committee, appoint all committee chairmen and members, and fill all vacancies until the next regular election.
- (b) The President Elect shall assist the President in every way possible, act as President in the absence of the President and shall serve as the Chairman of the Program Committee.
- (c) The Second Vice President shall assist the President and President Elect and in their absence shall act in their stead.
- (d) The Recording Secretary shall keep the minutes of the Local Association and of the Executive Board meetings. The Recording Secretary shall keep all minutes and correspondence on file for future reference.
- (e) The Treasurer shall handle all local dues and all local special funds. The Treasurer shall make payments of all Association bills and shall keep an accurate accounting of funds. The Treasurer shall serve as chairman of the membership committee.
- (f) The Executive Committee's shall monitor the Unit's activities and programs and to assist the President as needed.

ARTICLE VIII COMMITTEES

- (a) All Committee chairs shall be current paid members of both the local unit and the State MRTA.
- (b) Standing Committees shall be Membership, Legislation, Community Participation, Information and Protective Services, Retirement Planning and Health Care. Chairmen and Members shall be appointed by the President and shall serve for the duration of the President's term.
- (c) Special Committees are appointed by the President to serve for the duration of the President's term.

ARTICLE IX ASSEMBLY OF DELEGATES

- (a) The delegate(s) to the MRTA Delegate Assembly shall be elected from and by the local Unit.
- (b) Each local Unit shall be entitled to one delegate for the first (1) to 100 MRTA and local members and to one additional delegate for each additional 100 MRTA and local Unit members or major fraction thereof as of June 1.
- (c) Active members whose State and local Unit dues are paid shall be eligible to serve as delegates.
- (d) The local Unit President shall send to the MRTA headquarters the name/names of the delegates and alternates elected by their unit by June 15.

ARTICLE X PARLIAMENTARY PROCEDURE:

Except as otherwise provided in the Bylaws, all questions of parliamentary procedure relating to this Association shall be governed by Robert's Rules of Order.

ARTICLE XI AMENDMENTS:

This Constitution may be amended at a regular meeting by a majority vote of members present, provided that the notice of such amendments has been approved by the Executive Board and printed copies distributed to the membership at least one month prior to the vote.

Revised (Date)