Constitution and By-Laws

of the Mason County Retired Teachers’ Association

(Amended December 3, 2019)

***ARTICLE I – NAME***

The name of the organization shall be the Mason County Retired Teachers’ Association, hereafter referred to as the Association.

***ARTICLE II – PURPOSE AND MISSION***

Section 1. The Purpose shall be:

1. To afford the opportunity for interchange of ideas upon subjects of interest to all members.
2. To promote the professional, social, and economic status of retired teachers.
3. To furnish a practical basis for united action among those devoted to education and well-being of all members.
4. To work in cooperation with other organized groups in matters pertaining to the improvement of education and the interest of all members.
5. To improve the public image of retired teachers.

Section 2. Mission:

The Association is a not-for-profit, non-partisan organization of retired educators. The Association serves the needs and interests of its members through advocacy, education, cooperation, and socialization in a flexible organizational structure.

***ARTICLE III – MEMBERSHIP***

Section 1. The Association shall have three classifications of membership: Active, Associate, and Pre-Retirement.

1. Active: Any retired certified staff member of a public or private school, college or university, or the annuitant spouse of a deceased annuitant shall be eligible as an Active member with full membership privileges.
2. Associate: Any other person interested in education and approved for membership by any local unit of IRTA shall be eligible as an Associate member without the right to vote or hold office.
3. Pre-retirement: Any certified Illinois public or private staff member who anticipates retirement within five years shall be eligible as a Pre-retirement member with full membership privileges.

Section 2. Surviving spouses

1. In the case of a surviving spouse who becomes an annuitant and is already an Annual Associate member, that surviving spouse may continue as an Annual Associate or may become an Annual, Deduct, or Life Active member with payment of appropriate dues.
2. In the case of a surviving spouse who is already an Associate Life member, that spouse may continue as an Active Life member without further payment of dues.

Section 3. Any current Active member who does not meet the requirements of Section 1.A. above may continue Active membership.

Section 4. The Annual, Dues Deduct, and Life Active membership dues and Associate membership dues shall be determined by the Delegate Assembly.

***ARTICLE IV – OFFICERS***

Section 1. The elected officers of the Association shall be a president, a vice-president, a secretary, and a treasurer.Alternately, two co-presidents may serve in place of the president and vice president.

Section 2. Qualifications and terms of office

1. Officers must be active members of the Association.
2. Term of Office: Officers shall serve terms of two years and shall assume office on January 1 following their election. The office of co-president may transition across two terms.
3. Any elected officer who fails to perform his or her duties may be subject to recall by a two-thirds vote of the full Executive Board after due process.

Section 3. Vacancies

1. In the event of a vacancy in the office of president or co-president, the vice-president or remaining co-president shall assume the office for the remainder of the term.
2. Should vacancies occur in the offices of president and vice-president, or both co-presidents, the Executive Board shall meet to appoint replacements for the remainder of the term.
3. Should a vacancy occur in any office other than that of president, the president, with Executive Board approval, shall appoint a replacement for the remainder of the term.

Section 4. Duties of the officers (if co-presidents, they shall share the duties of president and vice-president, and their two-year terms may be staggered, as needed)

1. The president shall:
2. Preside at all meetings of the Association
3. Shall be an ex-officio member of all committees.
4. The vice-president shall:
5. Have the option to become the president of the Association at the close of the current term of office.
6. Succeed to the presidency at any time the office of the president shall become vacant.
7. Assist the president and perform such duties as shall be assigned by the president or Executive Board.
8. The secretary shall:
9. Keep the minutes of all meetings of the Association.
10. Assist the president in carrying on the correspondence of the Association.
11. The treasurer shall:
12. Receive all monies of the Association, keep an accurate record of all receipts and expenditures, and pay out funds only as authorized by the president or the Executive Board.
13. Present a statement of account at every meeting of the Executive Board and shall present the financial report at each meeting.
14. Have the accounts prepared for an audit each year by a committee appointed by the Executive Board.

***ARTICLE V – THE EXECUTIVE BOARD***

Section 1. Composition and responsibilities

1. The Board shall consist of the officers, the immediate past president(s), and the three area chairs.
2. The Board shall fill vacancies in all Association offices except the president.
3. The Board, consisting of the elected officers and the area chairs, shall meet at the call of the president and shall conduct any business between meetings of the Board.

Section 2. Meetings

1. The Executive Board may have up to two meetings annually.
2. The president may call a special meeting of the Board.
3. A majority of the members of the Board shall constitute a quorum.

***ARTICLE VI – NOMINATIONS AND ELECTIONS***

Section 1. Nominations

1. The nominating committee shall consist of the chair and two members.
2. The nominating committee shall be responsible for presenting the slate of officers at the September meeting. Committee chairs, including the nominating committee chair, shall be obtained by the nominating committee and presented with the slate of officers.
3. Nominations for all officers may be made from the floor.

Section 2. Elections

1. The term for all officers and committees will begin January 1 following their election at he December meeting.
2. All officers and committee chairs serve a two-year term.

***ARTICLE VII – MEETINGS***

There will be up to five regular meetings and up to two Executive Board meetings each year.

***ARTICLE VIII – FINANCES AND DUES***

Section 1**.** The annual dues of the local Association, subject to change by the unit, shall be $10.00. IRTA dues are determined by the delegate assembly.

Section 2. Dues for the coming year will be paid by the Association for any retiree who joins during the calendar year he or she retires.

Section 3. The fiscal year of the Association shall be from January 1 through December 31.

Section 4. Program speakers (other than IRTA representatives, governmental officials, or local members) will be paid a minimum of $25. All speakers will be provided lunch the day of the presentation. Mason County school district student groups providing programs will be given a minimum donation of $50. Lunch is not provided for student groups.

Section 5. Delegates/honorees to the biennial IRTA convention shall have their registration, meals, and if necessary, hotel expenses paid.

Section 6. Fees for attendees at the IRTA Summer Educational Program shall be paid.

Section 7. Membership meetings include a catered lunch, a fee for which will be collected by the area chairs as members arrive.

Section 8. Churches will be paid $25 for the use of their facilities for our meetings.

***ARTICLE IX – STANDING COMMITTEES***

**List of Committees:**

1. Executive (officers and area chairs)
2. Area Chairs (three total, representing each of the three school districts in Mason County)
3. Audit
4. Educational Programs
5. Membership
6. Nominations
7. Public Relations
8. Informational/Legislative
9. Newspaper Reporting
10. Web Page Manager
11. Membership Handbook and Nametags
12. Foundation
13. Educational Enrichment (including Scholarships)
14. Constitution, By-Laws, and Resolutions (Executive Committee, or as appointed)

***ARTICLE X – RULES OF ORDER***

The most recent edition of Robert’s Rules of Order Newly Revised shall govern all the proceedings of the Association unless inconsistent with this constitution or other rules adopted by the Association.

***ARTICLE XI – AMENDMENTS***

Section 1. A proposed amendment to the Constitution and By-Laws shall be submitted in writing by any member to the Executive Board.

Section 2. The proposed amendment shall be presented to the general membership. Such a proposal shall become an amendment upon ratification by a majority of the membership present.