

Humboldt Area Unit Retired School Personnel Association

CONSTITUTION AND BY-LAWS

ARTICLE I – NAME

SECTION 1: The name of this organization shall be the Humboldt Area Unit Retired School Personnel Association.

ARTICLE II --PURPOSE

SECTION 1: The purpose of this organization shall be the promotion of the social, economic, and educational welfare of its members.

ARTICLE III –MEMBERSHIP

SECTION 1: Any retired person, formerly employed by the nation's schools, shall be eligible for membership in this Association upon payment of dues.

SECTION 2: Associate membership shall be open to spouses of above and any person who wishes to affiliate with the Iowa Retired School Personnel Association. An associate member shall be eligible for the AMBA benefits but not eligible to hold office, vote, or represent the Association.

SECTION 3: Membership shall be extended to retired public librarians with associate membership offered to their spouses.

SECTION 4: Life membership in the state Association (IRSPA) shall be open to any member eligible for active or associate membership upon payment of \$300.

ARTICLE IV – DUES

SECTION 1: The annual dues shall be determined by vote of the membership at a regular meeting, a quorum being present. Both members and associate members shall pay dues by October 1 each year.

SECTION 2: Any member or associate member, whose dues remain unpaid after October 1, shall be dropped from membership.

SECTION 3: Any member or associate member whose membership has been terminated for nonpayment of dues may be reinstated in good standing upon payment of dues for the current year.

ARTICLE V – OFFICERS AND ELECTIONS

SECTION 1: Officers: Officers of this organization shall be president/co-presidents, vice president, secretary and treasurer.

SECTION 2: Elections:

- A. The duty of the Nomination Committee shall be to present a slate of officers at the May meeting. Additional nominations may be made from the floor. Voting for officers will take place at the May meeting.
- B. Officers elected shall take office the following June 1 and serve one year or until their successors are elected or appointed.

SECTION 3: Nominations: The Nominating Committee shall be the Executive Board.

SECTION 4: Qualifications of Officers: To be eligible to hold office in the Humboldt Area Unit Retired School Personnel Association, a person must be a member in good standing in the local unit and the Iowa Retired School Personnel Association.

SECTION 5: General Duties of Officers:

- A. President/Co-Presidents
 - (1) Serve as chairperson of the Executive Board
 - (2) Preside at all meetings of the Association.
 - (3) Call special meetings.
 - (4) Appoint committees.
- B. Vice President
 - (1) Assist the President/Co-Presidents.
 - (2) Assume duties of President or Co-Presidents in their absence.
- C. Secretary
 - (1) Record minutes of all general meetings.
 - (2) Keep a record of these minutes and all other correspondence in the secretary's possession.
 - (3) Be the public relations person by notifying the newspapers of Association events.
 - (4) Work closely with the treasurer on membership.
- D. Treasurer
 - (1) Receive and keep a record of all monies paid into the Association.
 - (2) Pay all bills authorized.
 - (3) Make a financial report.
 - (4) Work closely with the secretary on membership.

ARTICLE VI – COMMITTEES

- SECTION 1:** Standing committees of the organization shall be the Legislative Committee and the Membership Committee. Program and Social committees will be created at the May meeting for the following year.
- SECTION 2:** Any other committees deemed necessary by the Executive Board.
- SECTION 3:** Committee chairs shall be appointed by the President/Co-Presidents.

ARTICLE VII—MEETINGS

- SECTION 1:** The regular meetings of the Association shall be held in the months of September, October, April, and May.
- SECTION 2:** The Executive Board shall meet on a need-to basis.
- SECTION 3:** Special meetings may be called whenever the President /Co-Presidents or the Executive Board deems necessary.
- SECTION 4:** A quorum for doing business at a regular meeting shall consist of 20% of the paid membership.

ARTICLE VIII –EXECUTIVE BOARD

- SECTION 1:** The Executive Board shall consist of the officers of the organization.
- SECTION 2:** Three members constitute a quorum for meetings of the Executive Board.
- SECTION 3:** Duties of the Executive Board
- A. Conduct the business of the Association during the interim between meetings.
 - B. Fill vacancies in elected offices caused by death, disability, or an officer’s inability to complete a term.

ARTICLE IX –AMENDMENTS

- SECTION 1:** These by-laws may be amended by a majority of the members, a quorum being present, at any regular meeting, provided the proposed amendment(s) have been introduced in writing at a previous meeting.

ARTICLE X –PARLIAMENTARY AUTHORITY

- SECTION 1:** In all matters not specifically expressed in this Constitution, the parliamentary authority shall be *Robert’s Rules of Order, Revised*