

CONSTITUTION AND BYLAWS
of the
BOONE COUNTY UNIT
IOWA RETIRED SCHOOL PERSONNEL ASSOCIATION
IRSPA

Amended February 2020

ARTICLE I
NAME

- Section 1 The name of this Association shall be Boone County Unit Iowa Retired School Personnel Association.

ARTICLE II
PURPOSE

- Section 1 The purpose of this Association shall be the promotion of the social and economic welfare of its members.
- Section 2 The Association is a means of keeping open the line of communication to identify ourselves with the teaching profession and the progress of education.

ARTICLE III
MEMBERSHIP

- Section 1 **Active Member.** Any retired school employee in the nation's schools shall be eligible for membership in the association upon payment of dues.
- Section 2 **Associate Member.** Associate membership shall be open to all members' spouses upon payment of regular dues. An associate member shall have all membership rights and privileges except the right to vote at general meetings, to hold office, or to represent the Association.
- Section 3 **Public Librarians.** Membership shall be extended to retired public librarians with associate membership offered to their spouses.
- Section 4 **Life Membership.** Life membership shall be open to any member eligible for active or associate membership upon payment of three hundred (\$300) dues.

ARTICLE V OFFICERS

- Section 1 Officers of this organization shall be:
 President; Vice/Co-President; Recording Secretary; Treasurer
- Section 2 Elections shall be held annually.
- Section 3 Names shall be submitted by any Association member in good standing. No person shall be nominated without his/her consent.
- Section 4 **Election and Term of Officers:**
- a. Officers shall be elected at the August business meeting.
 - b. Officers so elected shall take office on October 1st and serve for one year or until their successors are elected or appointed.
 - c. Co-officers shall be permitted.
 - d. Officers may be reelected for an additional term/s.
- Section 5 **Duties of Officers**
- a. Duties of President:
 - 1) serve as chairperson of Executive Board
 - 2) preside at all meetings of the Association
 - 3) call a special meeting when necessary
 - 4) appoint committees
 - 5) authorize all checks drawn in the name of the Association
 - b. Duties of the Vice/Co-President:
 - 1) assist the President
 - 2) assume duties of President when President is unable to serve
 - c. Duties of the Secretary:
 - 1) keep accurate minutes of general and special meetings and of the Executive Board meeting
 - 2) certify all elections and report the same to the IRSPA President
 - d. Duties of the Treasurer:
 - 1) receive and record all money paid into the Association
 - 2) pay all bills authorized by the President
 - 3) make a financial report at the October meeting
 - 4) work closely with the membership chairman
 - 5) report all members with delinquent dues to the Unit President

ARTICLE VI COMMITTEES

- Section 1 The President Shall Appoint the chairman of the following committees:
- a. Benefits <https://irspa.org/index.php/benefits>
 - b. Courtesy/Public Relations
 - c. Legislative
 - d. Membership/Pre-Retirement
 - e. Yearbook
 - f. Telephoning/Mailing

ARTICLE VII MEETINGS

- Section 1 The regular meeting of this Association shall be held the second Tuesday of October, December, February, April, June, and August at noon. If a meeting is cancelled due to inclement weather, it will not be rescheduled.
- Section 2 The Executive Board meeting shall precede the regular meeting.
- Section 3 Special meetings may be called as needed by either the President or the Executive Board.
- Section 4 Quorum: The members present at a regular meeting shall constitute a quorum.

Article VIII EXECUTIVE BOARD

- Section 1 The elected officers and chairman of each committee; and the immediate past president of the Association shall constitute the Executive Board.
- Section 2 Quorum: The members present at the executive meeting shall constitute a quorum.
- Section 3 Duties of the Executive Board:
- a. conduct business of the Association during intervals between meetings.
 - b. Fill vacancies in elective offices. In case of a vacancy of the presidency, the Vice/Co-President shall fill the unexpired term. The office of Vice/Co-President shall be filled with an appointment by the Executive Board.
 - c. oversee the preparation/publishing of the annual Year-Book

Article IX AFFILIATIONS

- Section 1 Affiliated with Iowa Retired School Personnel Association

Article X AMENDMENTS

- Section 1 This Constitution and By-Laws may be amended by a majority vote of its paid-up members at a regular or special meeting. The notice of proposed amendment(s), the time and place of the meeting shall be presented to members not less than two weeks prior to the vote.

Article XI
DISSOLUTION

- Section 1 **Disposition of assets.** In the event of dissolution of the Boone Unit of the Iowa Retired School Personnel Association; all assets shall be transferred to IRSPA, AARP, a local scholarship fund, or any educational or civic nonprofit entity. The disposition of assets will be determined by a majority vote of all members in good standing. Assets may not be transferred to individuals.

Article XII
PARLIAMENTARY AUTHORITY

- Section 1 In all matters not specifically expressed in this document, the parliamentary authority shall be Robert's Rules of Order, Revised.