

CONSTITUTION OF THE KEOKUK COUNTY

RETIRED SCHOOL PERSONNEL ASSOCIATION

ARTICLE 1- NAME

SECTION 1: The name of this organization shall be Keokuk County Retired School Personnel Association.

ARTICLE II – PURPOSE

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

ARTICLE III - MEMBERSHIP

SECTION 1: Any school personnel formerly employed in the nation's schools shall be eligible for membership in this Association upon payment of dues. SECTION 2: Associate membership shall be open to interested retired public librarians and spouses of members upon payment of regular dues. An associate member shall have all membership rights and privileges except the right to vote at general meetings or hold office or to represent the Association.

ARTICLE IV - DUES

SECTION 1: The annual dues of members of this association shall be: State dues \$15.00, Local dues \$5.00, Scholarship \$10.00 payable in one amount of \$30.00.

ARTICLE V - ORGANIZATION OF UNIT

SECTION 1: Twenty-five percent of the members of the local unit must be members of the state association.

ARTICLE VI- OFFICERS

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

SECTION 2: Elections

A. The president and secretary shall be elected on even-numbered years at the April meeting.

B. The vice-president and treasurer shall be elected on odd-numbered years at the April meeting.

C. Officers so elected shall take office the following July 1 and

Shall serve two years or until their successors are elected or appointed. SECTION 3: The president shall appoint a nominating committee of three and their names printed in the yearbook. A report of this committee shall be included in the notice of the annual meeting in April.

Additional nominations may be made from the floor. However, no nomination shall be made without the consent of the person nominated.

SECTION 4: Duties of Officers

A. Duties of the president

(1) Serve as chairman of the Executive Committee (the officers and past president)

(2) Preside at all meetings of the association

(3) Call special meetings

(4) Appoint committees

(5) Authorize all checks drawn in the name of the association

(6) Exercise all powers and authorities pertaining to the office

B. Duties of the vice-president

(1) **Assist the president**

(2) **Assume the duties of the president in the event the**

President is unable to serve

(3) **Serve as program chairman for the association's general meetings**

C. Duties of the secretary

(1) **Keep the minutes of all meetings of the Executive**

Committee and of the Association

(2) **Serve as Publicity chairman**

D. Duties of the treasurer

(1) **Receive and keep a record of all monies paid into the Association**

(2) **Pay all bills authorized by the president**

(3) **Make an annual financial report at the October meeting** (4) **Work closely with the membership chairman**

ARTICLE VII - COMMITTEES

SECTION 1: Standing committees of the organization shall be

A. Membership

B. Legislative

C. Supportive Services (volunteer work) D. Health

E. Nominating

SECTION 2: Such other committees as the Executive Committee deems necessary

and expedient

SECTION 3: The chairs of these committees shall be appointed by the President

ARTICLE VIII- MEETINGS

SECTION 1: The regular meetings of the Association shall be held the third

Wednesday of the months of September, October, March, April and May (school year); otherwise, the next date will be announced at an earlier meeting

SECTION 2: Special meetings may be called whenever the president or the

Executive Committee deems it necessary.

SECTION 3: A quorum shall consist of one (1) more than ¼ of the Membership.

This may be considered for later revision.

ARTICLE IX - EXECUTIVE COMMITTEE

SECTION 1: The Executive Committee shall be comprised of the officers

and immediate past president.

SECTION 2: SECTION 3:

A quorum shall be four members of the Executive Committee. Duties of the Executive Committee:

A. Fill vacancies in elected offices. If because of death or disability, an officer is unable to complete a term, the Executive Committee by a majority vote shall fill the unexpired term. In case of vacancy in the presidency, the vice-president shall fill the unexpired term, and office of the vice-president shall be filled by an appointment of the Executive Committee.

B. Shall, with the vice-president as chair, and including committee chairs, plan the programs for the year.

C. ARTICLE X - AMENDMENTS

SECTION 1: This constitution may be amended by a majority vote of its active members at a regular or special meeting.

ARTICLE XI - PARLIAMENTARY AUTHORITY

SECTION 1: In all matters not specifically expressed in this constitution, the parliament authority shall be Robert's Rules of Order, Revised.