Johnson County Retired School Personnel Association

CONSTITUTION AND BY-LAWS

ARTICLE I – NAME

SECTION 1: The name of the organization shall be the Johnson 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 retired person, formerly in the nation's schools, shall be eligible for membership in this association upon payment of dues to the state.

SECTION 2: Association membership shall be open to spouses of members upon payment of local 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: 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 local dues shall be determined by vote of the membership at a regular meeting, a quorum being present, and paid by September 30. Local dues are $5, with $1 going into the Scholarship Fund. State dues are $15.

SECTION 2: A member whose dues remain unpaid after September 30, shall be dropped from membership.

SECTION 3: A 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 Association shall be president, vice president, secretary and treasurer, to serve one year. The vice president will serve as president for the following year.

SECTION 2: Elections:

A. The duty of the Nominating 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 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 Johnson County 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:
   (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
   (2) Contact the calling committee who in turn will call members on their list each month to notify members of upcoming general monthly meeting.

C. Secretary
   (1) Record minutes of all the general meetings and meetings of the Executive Board.
   (2) Keep a record of these minutes and all other correspondence in the secretary's possession until turned over to the historian.
   (3) 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 Association shall be:

A. Calling and Membership
B. Legislative

C. Auditing
D. Scholarship Liaison
E. Program
F. Social
G. Historian
H. Newsletter
I. Directory
J. Online Correspondence

SECTION 2: Any other committees deemed necessary by the Executive Board.

SECTION 3: The chairs of the committees shall be appointed by the president.

ARTICLE VII – MEETINGS

SECTION 1: The regular meetings of the Association shall be held on the fourth Wednesday of selected months.

SECTION 2: The Executive Board shall meet on a need-to basis.

SECTION 3: Special meetings may be called whenever the president or the Executive Board deems necessary.

SECTION 4: A quorum for doing business at a regular meeting shall consist of 15 people present.

SECTION 5: Meetings may be held virtually.

ARTICLE VIII – EXECUTIVE BOARD

SECTION 1: The Executive Board shall consist of present and past officers of the Association, who are still actively involved members, in addition to the scholarship liaison, historian, and program chair(s).

SECTION 2: Five members constitute a quorum for the meetings of the Executive Board.

SECTION 3: Duties of the Executive Board:

A. Conduct the business of the Association
B. Fill vacancies in elected officers. If, because of death or disability, an officer is unable to complete the term, the Executive Board shall fill the unexpired term. In case of vacancy in the presidency, the vice president shall fill the unexpired term and the office of the vice president shall be filled by appointment of the Executive Board.

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.*

ARTICLE XI - DISSOLUTION

SECTION 1: If for any reason, Johnson County Retired School Personnel Association should dissolve, any balance of funds, after all bills and commitments are paid, will be presented to the Kirkwood Community College Foundation. Preferably, this money will be used for students in the field of education. Any cost associated with the transfer of funds will come from the existing balance.

Amended:	October 2024	Amended:	April 2007
Amended:	October 2022	Amended:	March 1998
Amended:	March 2016	Amended:	May 1996
Amended:	April 2015	Amended:	May 1996

JOHNSON COUNTY RETIRED SCHOOL PERSONNEL ASSOCIATION POLICIES

SECTION 1: MEMORIALS:

A. Upon the death of any member, $10 will be donated to the Scholarship Fund in the deceased member's name and a note will be sent to the family indicating this.
B. If an active member drops their membership due to health, the Executive Board will determine if the member will be considered an Emeritus member, meaning no state or local dues are collected. Emeritus members are still regarded as members, and the Association will be responsible for paying state dues for Emeritus members if requested.

SECTION 2: DONATION TO SENIOR CENTER: A donation will be made each year in May to the Senior Center for use of the Assembly Room in which the monthly meetings are held. Donation amount will be decided by the Executive Board and approved at its meeting.

Amended:	October 2022
Amended:	April 2015
Originated:	April 2007