



## **MICHIGAN EDUCATION ASSOCIATION-RETIRED**

### **BYLAWS**

#### **ARTICLE I RIGHTS AND PRIVILEGES OF MEMBERS OF THE ASSOCIATION**

**SECTION I.** All retired MEA-Retired members shall receive the *Voice* and the *Michigan Retirement Report*. Pre-retired members shall receive an official publication of MEA-Retired.

**SECTION II.** Any member may attend a Board of Directors meeting.

**SECTION III.** Any member may attend the Annual Meeting, but may vote only if previously approved as a voting delegate.

#### **ARTICLE II MEETINGS AND QUORUMS**

**SECTION I.** The date and location of an Annual business Meeting shall be determined by the MEA-Retired Board of Directors. The Annual business Meeting of the Association shall be a one-day meeting and shall occur at least one week prior to the MEA Spring Representative Assembly unless changed by the MEA-Retired Board of Directors' Executive Committee for an unusual circumstance.

**SECTION II.** The voting delegates at the Annual Meeting shall be the members of the Board of Directors, including ex-officio members, and those retired members in good standing who have been chosen as official voting delegates. Each Chapter shall be eligible to send at least one voting delegate and, if there are more than 75 members belonging to the State Association, the Chapter shall choose a voting delegate for each additional 100 members or major fraction thereof. The Chapter shall choose at least one alternate voting delegate. Should any member of the MEA-Retired Board of Directors be a member of the Chapter, that person will not count as a voting delegate representing the Chapter. Each Chapter must submit its membership count as of December 31 by January 7 of each year. Any Chapter not sending a Membership Count Report by January 7 will be assigned one (1) Chapter Delegate and (1) at-large Delegate to the Annual Meeting provided the Chapter is entitled to two delegates. The

names of the voting delegates chosen and the alternates shall be submitted to the MEA-Retired state office not later than sixty (60) days before the Annual Meeting.

**SECTION III.** Minority, ESP/MEA, or MAHE At-Large Director and Alternate At-Large Director Election.

- A. In the event that an election is required by Article VII, REGION AND AT-LARGE DIRECTORS, SECTION III through V, of the Michigan Education Association-Retired Constitution, for representation of minority, ESP/MEA, or MAHE persons, he/she shall be nominated and elected, at large, by the delegates to the MEA-Retired Annual Meeting to the position of At-Large Director on the Board of Directors.
- B. The delegates to the NEA-Retired Annual Meeting shall nominate and elect, at large, the corresponding Alternate At-Large Directors on the Board of Directors who will have voting rights when serving for the At-Large Director at a board meeting.
- C. A person can only be nominated for one position. Those receiving the highest number of votes in each ballot are elected.
- D. Those elected shall serve for a term of two years commencing on September 1 following the election.

**SECTION IV.** A quorum for doing official business of the Association shall be 25% of the total possible number of voting delegates. A majority of official delegates present and voting will approve all matters brought before the meeting except amendments to the Constitution.

**SECTION V.** The Board of Directors shall have a minimum of two meetings annually called by the President. On written request of five members of the Board, the President shall call a special meeting of the Board by sending a written notice to the entire Board at least (10) ten days prior to the meeting. A majority of the Board shall constitute a quorum.

### **ARTICLE III ELECTIONS**

**SECTION I.** The Election Committee will supervise the voting procedures for all membership elections and all elections at the Annual Meeting. They will prepare, check and count ballot(s) for accuracy and act as judge and constable of the elections.

**SECTION II.** If a candidate contests an election, the Election Committee will make a ruling on the challenge as soon as possible but within ten days. If the contesting candidate does not accept the ruling of the Election Committee, he/she may within 10 days notify the MEA-Retired President that he/she wants to appeal the decision of the Election Committee to the MEA-Retired Board of Directors. The appeal and ruling on the appeal will be scheduled at the next board meeting or at a special meeting but no later than 60 days after notification. The results of the appeal are final and will be published in the Board of Directors meeting minutes.

## **ARTICLE IV ELECTED DELEGATES**

### **SECTION I.** Eligibility

- A. Only NEA-Retired/MEA-Retired Lifetime members shall be eligible for delegate positions to the NEA-Retired Annual Meeting/NEA Representative Assembly.
- B. Only NEA-Retired/MEA-Retired Lifetime members shall be eligible for delegate positions to the MEA Representative Assembly.

### **SECTION II.** Nominations.

Nominations may be made by any MEA-Retired Board member at a MEA-Retired Board of Directors Meeting, by motion of a Chapter at a recorded Chapter meeting (copy of Chapter Minutes required), by another NEA-Retired/MEA-Retired Lifetime member or by self-nomination. All written nominations must be received by the MEA-Retired Office by December 15<sup>th</sup>.

### **SECTION III.** Elections.

A statewide secret ballot election shall be held to elect the allocated number of delegates for a three-year term. A nominee not receiving a delegate position shall become an alternate delegate in descending order of the number of valid ballots received.

### **Section IV.** MEA-PAC Delegates.

- A. Nominations may be made by any MEA-Retired Delegate to the MEA-Retired Annual Meeting.
- B. The election of MEA-PAC Delegates shall take place at the same MEA-Retired Annual Meeting. Those nominees who receive the highest number of votes for the open positions shall be elected delegates. Those not elected shall become alternate delegates in descending order of the number of votes received.
- C. The term of office shall be two years.

## **ARTICLE V DUTIES OF OFFICERS**

**SECTION I.** The President shall call regular and special meetings of the Board of Directors, and shall preside at said meetings. The President shall appoint, with the advice and consent of the Board of Directors, members of all standing committees unless otherwise provided for. The President shall be an ex-officio member of all committees except the Nominations Committee. The President shall present to the Board of Directors programs for their approval and shall seek Board assistance in implementation of such programs.

**SECTION II.** The Vice President shall preside at meetings in the absence of the President, and shall have all the powers and perform all the duties of the President at that time. The Vice President shall succeed to the office of President at any time the office of President becomes vacant. The Vice President shall assist the Region Directors and Chapter presidents in membership promotion and in the formation of and development of new Chapters.

**SECTION III.** The Secretary/Treasurer shall chair the Budget Committee, maintain appropriate records, and make an annual report to the MEA-Retired Annual Meeting.

**SECTION IV.** The three officers shall serve as the Chartering and Affiliation Committee for new Chapters of MEA-Retired and the merging, dissolving or disaffiliating of existing Chapters following the procedures delineated in the MEA-Retired Administrative Policies.

## **ARTICLE VI DUTIES OF BOARD OF DIRECTORS**

The duties of the Board of Directors shall include:

- A. Require a written report of the MEA annual financial audit of MEA-Retired funds;
- B. Fill vacancies in the state offices until the next regular election, except for the office of President;
- C. Confer honorary memberships;
- D. Approve committee appointments;
- E. Establish financial policies of this Association;
- F. Approve programs and projects and assist in their implementation;
- G. Work with MEA to develop legislative priorities on retirement.

## **ARTICLE VII STANDING COMMITTEES**

**SECTION I.** The Standing Committees shall be Annual Meeting Planning Committee, Budget Committee, Chapter Development Committee, Communications Committee, Constitution and Bylaws Committee, Elections Committee, Legislative/Political Involvement Committee, MEA-Retired Conference Table Committee, Nominations Committee, Pre-Retirement Committee, and Public Relations Committee.

**ARTICLE VIII  
NOMINATIONS AND ELECTIONS**

**SECTION I.** Nominations.

- A. The Nominations Committee shall consist of all Region Directors. A Chairperson and Vice Chairperson shall be elected by this committee from its membership.
- B. The Nominations Committee shall present at least one nominee for each office to be filled. Nominations from the floor may be made with the consent of the nominee. Members may be nominated for office by filing a nominating petition with at least 25 signatures of retired MEA-Retired members. Nominees must be retired members in good standing of MEA-Retired.
- C. Associate members may not vote or hold office in MEA-Retired.

**SECTION II.** Elections

The officers shall be elected at the Annual Meeting by voting delegates. A majority vote is necessary for election. If the first ballot does not result in an election for an office, a second ballot shall be taken on the two candidates receiving the highest number of votes.

**ARTICLE IX  
VACANCIES**

**SECTION I.** A vacancy in the position of President shall be filled by the Vice President until the next Annual Meeting when an election will be held. In case of an unexpired term, an interim President shall be elected to complete that term.

**SECTION II.** A vacancy in the position of Vice President or Secretary/Treasurer shall be filled by appointment by the Board of Directors until the next Annual Meeting when an election will be held. In case of an unexpired term, an interim Vice President or Secretary/Treasurer shall be elected to complete that term.

**ARTICLE X  
FINANCES**

**SECTION I.** The fiscal year of MEA-Retired shall be from September 1 through August 31 of the following year.

**SECTION II.** Lifetime dues may be assessed by the MEA.

## **ARTICLE XI AUTHORITY**

All questions of parliamentary procedure not covered by the Constitution and Bylaws shall be determined by Robert's Rules of Order, Latest Edition.

## **ARTICLE XII AMENDMENTS AND REVISIONS**

**SECTION I.** Amendments and revisions to these Bylaws may be made at the Annual Meeting provided a quorum of official delegates is present and that such amendments and revisions are approved by a simple majority vote of the registered delegates.

**SECTION II.** Proposed amendments or revisions must be in writing and must be presented to the Board of Directors at least 60 days prior to the Annual Meeting and sent to the delegates at least 30 days prior to the Annual Meeting.

**SECTION III.** The Board of Directors may initiate amendments or revisions. They shall present all proposals at the Annual Meeting with or without Board recommendation.

**SECTION IV.** Effective Date: Amendments to the Bylaws adopted at the Annual Meeting shall take effect on September 1 following their adoption, or as soon thereafter as the Board of Directors can set up guidelines to make the changes proposed in the amendments.

**SECTION V.** Amendments to these Bylaws must be consistent with the Constitution and Bylaws of the MEA, NEA, and the NEA-Retired Bylaws.

## **ARTICLE XIII IMPLEMENTATION**

Delegate allocation will be based on MEA regions until sufficient Chapters are established in the region.

***Adopted as amended by MEA-Retired Annual Meeting Delegates April 17, 2012.***