

BYLAWS

District 10 Texas Retired Teachers Association

ARTICLE I: NAME

The name of this organization shall be District 10 of Texas Retired Teachers Association.

ARTICLE II: PURPOSES

The purposes of District 10 of Texas Retired Teachers Association shall be:

1. to stimulate the organization and activities of local units of TRTA;
2. to encourage all retired public school employees to use their talents, their training, and their experience in furthering the educational, social, and civic growth of the community, the state and the nation;
3. to afford opportunities for united action in solving problems relative to the needs of retired public school employees.
4. to cooperate with the Texas Retired Teachers Association, its local units, and similar organizations in solving problems of mutual concern.

ARTICLE III: MEMBERSHIP

1. Membership in the Association shall be of two levels: Active and Associate.
 - a. Active Members: Any retired public school employee of the nation who is an annuitant or who is eligible to receive benefits from a Teacher Retirement System may become an Active member of this Association upon payment of dues to a local retired teachers unit and to the Texas Retired Teachers Association which may include participation in the Diamond Plus Program.
 - b. Associate Members: Any person who is interested in education and who desires to promote the purposes of the Association as set forth in Article II above, may become an Associate member of the Association upon payment of the dues. Associate members shall have all the rights of an Active member with the exception of the right to vote and to hold office.

ARTICLE IV: OFFICERS

1. The officers of the Association shall be active members of TRTA and the local units of District 10 and shall be of two kinds: elected and appointed.

2. The elected officers shall be President, First Vice-President, Second Vice –President, Secretary, and Treasurer.
3. The appointed officers shall be Historian and Parliamentarian. These officers shall be appointed by the President and approved by the Executive Board.

ARTICLE V: ELECTION and TERMS OF OFFICE

1. The elected officers are President, First Vice-President, Second Vice-President, Secretary, and Treasurer who shall be elected to serve a two-year term. The term of office for all elected officers shall coincide with the fiscal year July 1 through June 30 for two years. Elected officers shall not be eligible for re-election to the same office with the exception that the Treasurer may serve additional years. The term of office for appointed officers shall coincide with that of the President and shall not exceed four (4) consecutive years in the same office.
2. At the District 10 Fall Conference, the newly elected President will be known as the 'President-elect' and will have privileges as such. A vacancy occurring in the office of the President shall be filled by the elected officers in the following order of listing: First Vice-President, Second Vice-President, Secretary and Treasurer. The President, with the approval of the Executive Board, shall appoint a member to fill the vacancy occurring in any other elected or appointed office for the remainder of that term.

ARTICLE VI: DUTIES OF OFFICERS, ELECTED AND APPOINTED

President: The President shall preside at all meetings of the Association. He/She shall appoint all Standing and Special Committee Chairs, except those otherwise provided in these Bylaws. The President shall appoint the Historian and Parliamentarian, serve as Delegate to TRTA Convention, serve as ex-officio member of all committees except Nominating, and maintain communication and visitation with local units. The President shall be the Chair of the Awards Committee, appoint its members and be responsible for the District Awards Program. He/She shall perform such other duties as may be needed to carry out the purposes of the State, District and Local Associations, particularly the formulation and implementation of the TRTA Legislative Program through local units.

First Vice-President: The First Vice-President shall be Chair of the Membership Committee. He/She shall appoint the members of the Membership Committee. He/She shall preside at meetings in the absence of the President or at the request of the President. He/She will collect the 'Each One Bring One' forms from the local units and assist local units in developing their membership recruitment plans. The First Vice-President shall serve as Delegate to the annual TRTA Convention.

Second Vice-President: The Second Vice-President shall be Chair of the Public Relations Committee and shall appoint its members. The Second Vice-President shall serve as a resource to Local Units for program ideas, serve as the Coordinator of the Children's Book Project and promote public relations. He/She shall preside at meetings

in the absence of the President and the First Vice-President. The Second Vice-President shall serve as Delegate to the annual TRTA Convention.

Secretary: The Secretary shall keep an accurate record of the District meetings and of the Executive Board meetings. He/She shall maintain a current roster, including physical and email addresses and telephone numbers of all District officers and District committee chairs and local TRTA unit presidents. The Secretary shall serve as Delegate to the annual TRTA Convention.

Treasurer: The Treasurer shall have custody of the funds of the Association, depositing them in a bank in the name of the Association. He/She shall pay all bills within the budgetary limitations. Non budgetary items require the approval of the President. He/She will keep an accurate account of all receipts and disbursements, prepare financial reports for district meetings, participate in developing the district budget, and assemble materials for the annual audit. To be valid, all Association checks must have two authorized signatures. The Treasurer shall serve as Delegate to the annual TRTA Convention.

Historian: The Historian shall keep a permanent record of the activities and accomplishments of District 10 of TRTA.

Parliamentarian: The Parliamentarian shall be familiar with the Bylaws of the Association, see that all meetings are conducted in accordance with Robert's Rules of Order, Newly Revised and serve as Chair of the Bylaws Committee.

ARTICLE VII: MEETINGS of the ASSOCIATION

1. Semi-annual meetings of the Association shall be held, one in the fall and one in the spring. The President shall designate the meeting site. Special meetings may be called at the discretion of the President. The contingency fund will be utilized to cover the expenses of any special meetings.
2. Notice of at least 30 days prior to a date set for a semi-annual meeting of the Association, must be provided to all local units.

ARTICLE VIII: COMMITTEES

1. The committees of the Association shall be Standing, Special, and Elected.
2. The Standing Committees shall be Membership, Public Relations, Legislative, Bylaws, Community Volunteer Service, Retirement Education, Informative and Protective Services, Health Care, Finance and Member Benefits. Each Standing Committee Chair (1) shall disseminate information and materials received from his/her State counterpart to local unit counterparts and (2) shall make a report of his/her committee at the request of the President and/or Executive Board.
3. Special Committees shall be formed as needed.

4. Elected Committee: The Nominating Committee is the only elected committee which is elected at the District 10 Spring Leadership Development Conference in odd numbered years.

ARTICLE IX: DUTIES OF COMMITTEES

Bylaws: This committee, chaired by the Parliamentarian, shall be charged with the revision of the Bylaws in accordance with instructions from the Association.

Community Volunteer Service: The Community Volunteer Service Committee shall disseminate information from the state Community Volunteer Service Committee to the local unit Community Volunteer Service chairs. This committee shall also encourage local units to promote volunteerism and collect volunteer hours from each unit.

Finance: This committee shall conduct an annual audit of all funds at the conclusion of the fiscal year and present an audit report at the Fall Conference. The Finance Committee shall develop a proposed yearly budget and present the proposed budget at the Executive Board meeting and at the District 10 Fall Conference for approval.

Foundation: This committee is to support the TRTA Foundation which is a non-profit organization that provides resources and programming that contribute to an enhanced quality of life for retired teachers and school personnel. This committee shall emphasize donating to the Foundation during the month of November each year.

Health Care: The Health Care Committee shall disseminate information from the state Health Care Committee to the local units to develop and initiate programs for the maintenance of good health for retirees. The committee shall also collect the Health report form from each unit.

Informative and Protective Services: The Informative and Protective Services Committee shall work with the state Informative and Protective Services Committee to gather and disseminate information to local units.

Legislative: The Legislative Committee shall study pending legislation and keep the members informed as it relates to retired school personnel.

Local Unit Support Committee: The TRTA District 10 Local Unit Support Committee shall be comprised of the District Local Unit Support Liaisons, and shall work with the district president to provide resource materials and assistance to local units in need of increased growth and participation. The committee shall collaborate with other standing and special committees as appropriate to further the mission of TRTA.

Member Benefits: The Member Benefits Committee shall disseminate information from the state Member Benefits Committee to the local units regarding programs that will benefit TRTA members.

Membership: This committee, chaired by the first Vice-President, shall stimulate the organization of local units of the TRTA and formulate plans to encourage membership in TRTA and Local units. The Chair shall consult with the President, First Vice-President and the Treasurer as needed regarding membership enrollment in the association.

Nominating (Selection and Duties): This committee shall consist of five members, one of which shall be the Immediate Past President who shall serve as Chair. Additionally, four members will be elected at the District 10 Spring Leadership Development Conference in odd numbered years to serve a two year term. It shall propose a slate of one or more nominees for each office to be filled, having ascertained in advance, the nominees' willingness to serve. It shall present its report to the Association at the District 10 Fall Conference. Nominations may be made from the floor provided the persons so nominated signify their willingness to serve if elected. Those elected assume office at the beginning of the next fiscal year, July 1, and serve for two (2) years. A quorum of the Nominating Committee shall be at least three members.

Public Relations: This committee chaired by the Second Vice-President, shall promote the Children's Book Project, and encourage local units and the district to publicize activities and events to the public.

Retirement Education: The Retirement Education Committee shall disseminate information from the state Retirement Education Committee to the local in developing and sponsoring retirement education, and planning programs and/or workshops for active and retired school personnel. The committee also collects the Retirement Education report form from each local unit.

Special: This committee shall be formed as needed.

ARTICLE X: EXECUTIVE BOARD/ EXECUTIVE COMMITTEE

- 1. The Executive Board:** The Executive Board shall be composed of elected officers, appointed officers, the immediate past president, standing committee chairs, local unit presidents and past presidents of District 10. The Board shall have duties on the District level as outlined in the TRTA Leadership Manual. Within limits of the District and State Bylaws, the Board shall act with final authority to encourage and promote development of local units in collaboration with the state association.
- 2. The Executive Committee:** This committee shall be composed of the President, First Vice-President, Second Vice- President, Secretary and Treasurer, and shall meet between meetings of the Board as appropriate. Meetings of this body are called and held only when a matter before the District cannot wait until a meeting of the Board or General Assembly.
- 3. Limitation of Liability:** A member of the Executive Board/Executive Committee is not liable to the District members for monetary damages for an act of omission in the

Board member's capacity as a Board member, except that this provision does not eliminate or limit the liability of a Board member for:

- a. A breach of Board member's duty of loyalty to the district or its members;
- b. An act of omission not in good faith or that involves intentional misconduct or knowing violation of the law;
- c. A transaction from which a Board member received an improper benefit, whether or not the benefit resulted from an action taken within the scope of the Board member's office;
- d. An act or omission for which the liability of a Board member is expressly provided for by statute; or
- e. An act related to an unlawful stock repurchase or payment of a dividend

ARTICLE XI: FISCAL YEAR AND STATE REIMBURSEMENT

1. The fiscal year of District 10 of TRTA shall begin on July 1 of each year and shall end on June 30 of the following year.
2. District 10 shall receive a rebate from TRTA for each of its members.

ARTICLE XII: QUORUM

1. A quorum of the Association for the transaction of business at any semi-annual meeting shall be the registered members, by local units in attendance, provided at least two-thirds of the number of local RTA units are represented

ARTICLE XIII: AMENDMENTS

1. The Bylaws of District 10 may be amended by a two-thirds vote of the Active members registered and present at a semi-annual meeting.
2. An amendment to the Bylaws of the District may be proposed by any group of the voting members or by any voting member at a District meeting. A copy of the proposed amendment shall be given to each local unit thirty (30) days before a scheduled meeting. The Bylaws shall be amended automatically to comply with TRTA Bylaws, if applicable.

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