

CONSTITUTION AND BYLAWS OF C-MREA

Article I. Name

The name of the Association shall be the Cobb-Marietta Retired Educators Association, hereafter referred to as the Association or C-MREA.

Article II. Objectives

The objectives of C-MREA are:

- A. To provide an organized basis for a continuing identity with the education profession and to assist the improvement of education;
- B. To promote the social, professional, and economic status of retired educators;
- C. To cooperate with GREA and other professional groups having similar concerns;
- D. To develop a public relations program promoting the public image of retired educators.

Article III. Governance

The C-MREA shall be governed by its Bylaws. The Parliamentary authority shall be the most recent edition of *Roberts Rules of Order, Newly Revised*.

Article IV. Membership

Section I. Regular: Regular Membership shall be granted, upon payment of annual or life membership dues, to any person who has retired or plans to retire from the field of education, or who agrees to support the mission and objectives of C-MREA.

Section 2. Disability: Disability Membership shall be granted to a REGULAR member who is determined to be physically or mentally incapable of sustaining REGULAR membership. Sustaining evidence must be presented to the C-MREA president.

Section 3. Honorary: Honorary membership may be granted to individuals who support C-MREA upon approval of the executive committee.

Section 4. Membership Removal: A person shall cease to be a member of

C-MREA if: A. such member resigns by giving notice to the C-MREA president, or B. such member shall fail to pay required dues.

Section 5. Dues: Membership Dues as established by C-MREA shall be paid to C-MREA no later than the date set and published by the Executive Committee. In lieu of annual dues, a member may elect to pay LIFE Membership dues as established by C-MREA. Disability and Honorary members are exempted from paying dues. The membership year is July 1-June 30.

Article V. Officers and Nominating Committee, and Succession

Section 1. Elected Officers: The executive officers of C-MREA shall be the president, president-elect, secretary, treasurer, and past-president.

Section 2. Eligibility: Persons eligible to hold office shall be a Regular member in C-MREA and be a member of the Georgia Retired Educators Association (GREA).

Section 3: Term:

Each officer is elected to serve one-year term in his/her position, EXCEPT in the event of extenuating circumstances the President, the President-elect, and the past-President may serve a consecutive term subject to the approval of a majority vote of the Board of Directors and a majority vote of the C-MREA membership attending the next General meeting. However, the Secretary, the Treasurer, and the Assistant-Treasurer may be re-elected to serve more than one term.

Section 4. President Nominee: The president-elect automatically becomes the nominee for president.

Section 5. Nominating Committee: The nominating committee shall be composed of the past president, as chair, and the past presidents of the two most recent years. The committee shall present a slate of one candidate for each elective office based on established criteria. The committee must obtain the consent of the nominees. The slate will be presented at least one month before the election of officers. New officers will be installed at the April or May meeting. The C-MREA Board will determine the installation date.

Section 6. Succession:

A. If the C-MREA President shall need to step down before the end of his/her elected term of office OR is unable to serve his/her full term of office because of illness, or disability, then the Past-President shall step in and be sworn in to cover the remainder of the President's term of office; if the Past-President is unable to fill the President's remainder term of office, the President-Elect shall be sworn in to cover the remainder of the President's term of office.

B. If the President-Elect, Secretary, or Treasurer, OR any of the above elected officers, are unable to serve his/her full term of office, the C-MREA Board of Directors shall meet in special session and select a replacement officer to be approved by the membership at the next general meeting.

Article VI. Officer Duties

Section 1. President: The president shall be the presiding officer at all meetings of C-MREA and shall serve as the program chair. The president shall vote only in case of a tie. The president shall appoint any necessary committees and the chairs of those committees. The president shall be the spokesperson for C-MREA.

Section 2. President-elect: The president-elect shall assist the president to promote C-MREA and attend all area and state meetings. In the absence of both the president and the past president, the president-elect shall serve as the presiding officer.

Section 3. Treasurer: The treasurer is entrusted with custody of the C-MREA funds. At each business meeting, a Treasurer's Report shall be given to the membership. A full financial report shall be compiled at the end of the fiscal year (June 30) and submitted to membership at the August meeting. The full financial report shall also be submitted to the Audit Committee in July.

Section 4. Secretary: The secretary shall take the minutes at each General meeting, Executive Committee meeting, and Board Meeting. Before the next meeting, the minutes shall be distributed and/or provided in written form for approval.

Section 5. Past President: The immediate past president shall serve on the executive committee and committees as requested by the president.

Article VII. Board of Directors

Section 1. Composition: The Board of Directors shall be composed of the executive committee, appointed positions, and chairs of Standing and Special Committees.

Section 2. Meetings: The Board of Directors shall meet a minimum of two times each year to conduct business related to C-MREA.

Section 3. Quorum: The quorum for a Board of Directors Meeting shall be 10 members.

Article VIII. General Meetings

Section 1. Meetings: There shall be a minimum of six general meetings each year and not to be held in June and July. The dates for the monthly meetings shall be published and/or announced each year before the August meeting of C-MREA.

Section 2. Special Meetings: Special meetings may be called at the option of the president, the executive committee, and/or 5% of the membership.

Section 3. First Meetings: The first general meeting of each year shall be the August meeting.

Section 4. Meeting Content: The General Meetings shall consist of a program and include a business meeting as needed.

Section 5. Quorum: A quorum shall be 10% of the membership to conduct any business.

Article IX. Appointed Positions and Duties

Section 1. Appointed Positions: The president shall appoint the following positions, as needed, to serve for one year:

- A. **AARP Representative:** The AARP Representative shall serve as the association's representative at AARP meetings and functions and to report all pertinent information to the C-MREA membership.
- B. **Assistant Treasurer:** The Assistant Treasurer shall assist the treasurer in performing the duties of that office.
- C. **Parliamentarian:** The parliamentarian shall attend all meetings and assist the president as needed.

- D. **Senior Citizen Council Representative:** The Senior Citizen Council Representative shall serve as liaison to the council by attending the meetings and reporting any pertinent information to the C-MREA membership.

Article X. Committees and Duties

Section 1. Committee Formation: The president appoints the chair of each committee to serve for one year, and the committee chair shall select at least two members to serve on the committee.

Section 2. Standing Committees:

- A. **Audit:** The Audit Committee shall consist of three members other than the Treasurer and the Assistant Treasurer and shall audit the financial records each year between June 30 and the August meeting. An Audit Report shall be presented to the membership at the August meeting.
- B. **Communications:** The Communications Committee shall provide information to members through multiple ways. One member of this committee shall be the designated Web Manager who shall maintain and update the CMREA website. One member shall be the Yearbook Editor who shall create the annual C-MREA Yearbook. One member shall be the email coordinator. One member shall be the telephone coordinator.
- C. **Community Service:** The Community Service Committee shall keep the association informed of any community need, encourage members to participate as a C-MREA project, in cooperation with initiatives of GREA, and collect information on the number of ways and hours individuals donate each month as a volunteer in the community.
- D. **History:** The History Committee shall maintain an on-going history of the activities of the association. A member of this committee shall maintain a scrapbook of the yearly activities of C-MREA, and a member shall be the official photographer for the association.
- E. **Hospitality:** The Hospitality Committee shall greet members and welcome guests at the monthly meetings.
- F. **Legislative:** The Legislative Committee shall keep the membership informed regarding legislative action pertinent to them and to provide a program involving legislators as deemed appropriate.
- G. **Membership:** The Membership Committee shall receive annual dues, maintain a membership list, provide name tags for the meetings, assist in recruitment of new and continuing members, share information regarding C-MREA with retiring educators from the Marietta and Cobb County School Systems, and assist the treasurer in reporting new members.
- H. **Memorial:** **The Memorial Committee shall maintain a list of deceased C-MREA Members that shall be reported annually to the membership and to make such reports to GREA, as requested.**
- I. **Publicity:** The Publicity committee shall provide information to the media for Publication regarding meetings and/or activities of the association including The GREA Retired Educator's Day.

J. **Scholarship:** The Scholarship Committee shall be responsible for publicizing the scholarships, assist in the selection of the recipients, and determine how the scholarships will be presented.

K. **Sunshine:** The Sunshine committee shall maintain contact with members who are ill or have a special concern and send cards of assistance, as appropriate.

Article XI. Finances

Section 1. Fiscal Year: The fiscal year shall be July 1 – June 30.

Section 2. Budget. An annual budget shall be created and approved by the Executive Committee and presented by the Treasurer to the membership at the August meeting.

Section 3. State Convention: A line item will be included in the annual budget for attendance at the GREA State Convention; this amount will be determined by the current balance in the treasury. The amount should enable attendance by the incoming president, the outgoing president, and the incoming president-elect. If monetary funds are available, other members who attend the convention should be given a small stipend.

Section 4. Accounts: The bank accounts for C-MREA shall have a minimum of two signatures for access, the Treasurer, the President, and/or the Assistant Treasurer.

Section 5. Life Dues: Life dues shall be placed in a separate interest-bearing account, such as a CD.

Article XII. Scholarships

Section 1. Peggy Whitfield Scholarship Fund: The Peggy Whitfield Scholarship Fund shall be established as a line item in the budget to provide an annual scholarship.

A. **Funding:** The Board of Directors shall determine a specific amount of each member's dues shall be designated for this scholarship. Additional money for this scholarship may be raised, as needed.

B. **Qualifications:** This scholarship shall be awarded each year to an undergraduate student who is classified as a junior or senior and who is majoring in education in a Georgia College or University or to a graduate student in education.

Section 2: Ruby Sewell Wright Scholarship: The Ruby Sewell Wright Scholarship shall be administered by a committee of three: the president, the past president and the C-MREA Scholarship Committee Chairperson. An advisory committee member appointed by the president may advise, but is not responsible for recipient selection.

A. **Funding:** The amount of the annual scholarship shall not exceed the amount of earned interest from the invested Ruby Sewell Wright Endowment Fund.

B. **Qualifications:** The scholarship recipient shall be an undergraduate or graduate student in a college of education in the state of Georgia.

Section 3: Fanny B. and Charlotte McClure Scholarship Fund: The Fanny B. and Charlotte McClure Scholarship Fund shall be established for students who are studying to become teachers.

A. **Funding:** The C-MREA Board of Directors shall determine the scholarship amount each year that will be obtained from the reserve of this scholarship account.

B. **Qualifications:** The scholarship recipient shall be awarded annually to an undergraduate or graduate student in a program of study for the preparation of the teaching profession.

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Article XIII. Amendments

These Bylaws may be amended at any regular meeting of C-MREA by a two-thirds vote, provided that the amendment has been presented at the previous meeting; or in an emergency, an amendment may be adopted without previous notice if the vote is unanimous.

Article XIV. Dissolution

In case C-MREA disbands, and after all monetary obligations are met, money in the treasury shall be disbursed by the Executive Committee.

Revised: 2021