

Constitution

Article I. Name.

The name of this organization is the Northwest Retiree Association (NWRA).

Article II. Purpose.

The purpose of this association is to promote the needs, interests, and welfare of all retired Northwest staff and faculty and to actively support the mission and goals of Northwest Missouri State University.

Article III. Membership.

Section 1. Members.

Any vested retired employee (staff, faculty, salaried, or hourly) and spouse/partner or surviving spouse/partner of a deceased vested retiree of Northwest Missouri State University may become a Regular or Life Member of the Association.

Section 2. Regular Member.

A Regular Member pays the annual dues and shall be entitled to vote, hold office, and participate in the affairs of the Association and to receive all its mailings.

Section 3. Life Member.

A Life Member pays the lifetime fee, does not pay annual dues, and has the same privileges as a Regular Member. On the death of a Life Member, a surviving spouse/partner may assume the life membership.

Section 4. Pre-Retirement Member.

Any active employee or inactive former employee of Northwest Missouri State University eligible for retirement from Northwest may become a pre-retirement member of the Association by paying annual dues. A pre-retirement member shall be entitled to vote, serve on the Board of Directors, participate in the affairs of the Association, and receive all its mailings. To avoid conflict of interest, a pre-retirement member may not hold the office of President of the Association. Upon retirement a pre-retirement member may become a Regular or Life Member.

Section 5. Associate Member.

An individual who retired from an institution of higher education other than Northwest, and who wants to participate in the affairs of the Association and to receive all its mailings may become an associate member upon application to and approval by the membership committee. An associate member pays annual dues, is entitled to vote and serve on a committee, but may not be an officer or member of the Board. An associate member who pays the life membership fee is a Life Associate Member and is not subject to annual dues.

Section 6. Eligibility.

Questions about eligibility of an individual for any category of membership shall be determined by the Membership Committee with approval by the Board of Directors.

Section 7. Membership Year and Fiscal Year.

The membership year and the fiscal year shall be concurrent, beginning July 1 and ending June 30.

Section 8. Membership Dues.

Dues of the Association, assessed on July 1, shall be recommended by the Board of Directors and approved by a majority of the Association members who vote.

Article IV. Meetings of the Association.

Section 1. There shall be a meeting of the Association members at the beginning of the fall term, the end of the fall term, and the end of the spring term of each year. Business matters may be conducted at these meetings, and there shall be an election of officers and Board members at the spring meeting with service beginning with the new membership/fiscal year.

Section 2. Special meetings of the Association may be called by the Board of Directors on its own initiative or by petition signed by at least one-fourth of the members of the Association entitled to vote to consider a matter which shall have been stated in the petition.

Section 3. A quorum for the transaction of business shall consist of the members in attendance at an Association meeting. A majority of those present and voting shall determine business matters.

Section 4. For actions requiring a vote of the Association, votes will be accepted in a variety of ways. Ten days prior to the meeting, the secretary will send the proposed action to the Association. At the meeting there will be discussion, proposed amendments, etc., and those present may vote. The secretary will send out any amendments within 3 days of the meeting, and members have until 10 days after the meeting to vote.

Article V. The Board of Directors.

Section 1. There shall be a Board of Directors consisting of the four officers, the Past President, and other elected members of the Association who shall serve terms of two years. The President may appoint committees, as needed. Members of committees may sit with the Board and participate in Board discussions, but only elected Board members may vote. The term of office for Board members shall begin July 1st following the spring elections.

Section 2. Vacancies which may occur, other than that of President, shall be filled by appointment made by the President with approval of the Board of Directors. Such appointments shall run through the unexpired term of the vacated position.

Section 3. There shall be at least one Board meeting in each quarter of the calendar year. In addition, special meetings may be called by the President or by the written request of a majority of the Board of Directors.

Section 4. A majority of the members of the Board of Directors shall constitute a quorum for the transaction of business. A majority of those voting shall determine the business matters before the Board. For actions requiring a vote of the Board, votes will be accepted in a variety of ways.

Ten days prior to the meeting, the secretary will send the proposed action to the Board. At the meeting there will be discussion, proposed amendments, etc., and those present may vote. The secretary will send out any amendments within 3 days of the meeting, and members have until 10 days after the meeting to vote.

Article VI. Officers of the Association.

Section 1. The officers of the Association shall be the President, the Vice President/President Elect, the Secretary and the Treasurer.

Section 2. The President and the Vice President/President Elect shall each serve a term of one year. The Secretary (elected in even years) and the Treasurer (elected on odd years) shall each serve a term of two years. The terms of office for officers shall begin July 1st following the spring elections. The President, after completing the term of office, shall serve as a voting member of the Board for one year.

Section 3. The duties and responsibilities of the officers shall be as outlined in the Bylaws.

Article VII. Committees.

There shall be standing committees as provided in the Bylaws and such *ad hoc* committees as shall be determined by the President and the Board of Directors.

Article VIII. Amendments.

Amendments to the Constitution, Bylaws, and other official documents of the Association that are approved by the Board may be amended by a majority of the membership of the Association who vote. (See Article IV, Section 4 above) Such amendments shall be moved by the Board of Directors.

Article IX. Dissolution.

As a part of a dissolution of the Association all remaining funds shall be transferred to the Northwest Retiree Association Scholarship Fund of Northwest Foundation or to one or more scholarship funds at Northwest Foundation as directed by the Board of Directors.