

# RETIRED PUBLIC EMPLOYEES OF NEW MEXICO

## Chapter 5 By-Laws

The name of this chapter shall be: Retired Public Employees of New Mexico, Albuquerque-Bernalillo County Chapter 5.

### **Bylaw 1 OBJECTIVES**

The objective of this Chapter shall be to:

- A. Promote its objective and purposes.
- B. Make recommendations considered beneficial to all annuitants.
- C. Promote the welfare of annuitants.
- D. To promote education and seminars.

### **Bylaw 2 MEMBERSHIP**

Membership shall be open to all PERA annuitants, beneficiaries of PERA annuitants or any state, county or municipal employee currently paying into PERA who have paid their annual or life membership dues to the Retired Public Employees of New Mexico (RPENM). The spouse of any paid member of Chapter 5 will be considered an associate member of Chapter 5 and their dues will be waved.

### **Bylaw 3 DUES AND FEES**

- A. All membership dues and fees shall be set by the Board of Directors and announced prior to the effective date.
- B. No expense to the State association shall be incurred by the Chapter without prior approval of the State Association.
- C. Actual expenses and mileage at 40 cents a mile may be paid to a member by agreement of the Board of Directors.

## **Bylaw 4 OFFICERS AND ELECTIONS**

- A. The Board of Directors shall be composed of not more than nine (9) members including officers and the Last Past President, who will be voting members of the Board of Directors. The Board of Directors shall be: President, Vice President, Secretary, Treasurer, four (4) members at Large, and the Last Past President.
- B. To qualify for election to the Board, the candidate must be a member of RPENM in good standing for one (1) full year and a member in good standing with Chapter 5. Candidates must be willing to accept an officer position on the Board and follow the Chapter 5 Board of Directors Guidelines.
- C. The Board of Directors will be elected at the fall meeting and shall serve two (2) year terms effective from the first day elected to the Board of Directors.
- D. Voting members must be paid up with the RPENM and Chapter 5 and be present at the Fall Meeting.
- E. If a vacancy occurs due to resignation, dismissal, or inability of the Board Member to serve, it may be filled by the President with the approval of the majority of the Board.
- F. Absence from three (3) consecutive Board Meetings, unless excused, shall constitute a voluntary resignation and declaration of a vacancy to be filled as stated in Bylaw 4-E.
- G. Members filling vacancies shall serve for the unexpired terms of officers or directors whom they replace.

## **Bylaw 5 MEETINGS**

- A. The Board of Directors shall meet a minimum of four (4) times per year.
- B. Membership meetings shall be held as determined by the Chapter 5 Board of Directors.
- C. Emergency Board meetings may be called by the President or three (3) members of the Board of Directors.
- D. Emergency Membership meetings may be called by the President with approval of the Board of Directors.
- E. The membership has the authority to approve or disapprove any business or motion, by a majority vote, at their monthly or emergency meeting.

## **Bylaw 6 QUORUM**

At Board of Directors meetings there shall be a quorum if at least three (3) members who are present and voting. At the membership meeting a quorum constitutes those paid members attending.

## **Bylaw 7 DUTIES - BOARD OF DIRECTORS**

The Board of Directors is responsible for day to day operations of the Chapter. Regularly attend board meetings, membership meetings, and important related meetings. Strive to build a working relationship that contributes to consensus. Make a serious commitment to participate actively in board and committee work.

## **Bylaw 8 DUTIES - OFFICERS**

- A. President - Calls meetings, prepares agendas and presides. Exercises leadership role and assures motions and resolutions are carried out. Represents Retired Public Employees of New Mexico in public and serves in an ex-officio capacity on Retired Public Employees of New Mexico Chapter 5 Committees, except on the Nominating Committee. Has authority to appoint ad-hoc committees.
- B. Vice-President: Serves as President in that person's absence. Assists the President as necessary.
- C. Secretary: Issues notices of all Board of Directors and Membership meetings. Keeps a current register of members of the Chapter. Has charge of all documents.
- D. Treasurer: Serves as the fiscal officer, accounts for dues, fees and revenues received and disbursed. Prepares a financial report for each Board or Membership meeting. Reimburses Board members and others working on the Board's behalf for expenses and services as approved by the Board of Directors.

## **Bylaw 9 COMMITTEES**

To be appointed by the President with approval by the Board of Directors.

- A. NOMINATING COMMITTEE - Responsible for soliciting nominations from members to be elected to the Local Chapter and the State Board of Directors.
- B. MEMBERSHIP COMMITTEE - Responsible for notifying retirees about the Chapter. Obtains dues and issues membership cards. Provides membership registries to the secretary.
- C. PROGRAM COMMITTEE - Responsible for obtaining speakers for membership meetings.
- D. TELEPHONE COMMITTEE - Responsible for telephoning members to notify them of membership meetings and any other information as requested by the President and/or the Board of Directors.

## **Bylaw 10 NEWSLETTER**

An official newsletter shall be published as frequently as funds will permit, as determined by the Board of Directors. The Newsletter can be used for recruiting purposes.

## **Bylaw 11 ORDER OF BUSINESS**

All business shall be conducted in compliance with the current edition of Robert's rules of Order as a guideline only.

## **Bylaw 12 AMENDMENTS**

These By-Laws may be amended by a majority of those present at a regular or called Membership meeting and RPENM notified accordingly.

The previous By-Laws of September 11, 1998 were amended by the Board of Directors and all amendments were then approved by the membership at the September 12, 2014 Board of Directors meeting.

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Cannon Visor - President

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Date

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Judith Espinosa - Secretary

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Date