

# Constitution and Bylaws



Adopted, as amended: **March, 2024**

**TRUMBULL RETIRED TEACHERS ASSOCIATION**  
**An Affiliate of the Ohio Retirement for Teachers Association (ORTA)**

# **THE CONSTITUTION**

## **ARTICLE I NAME AND PURPOSES**

- Section 1 The name of this organization shall be the Trumbull Retired Teachers Association hereafter referred to as the TRTA.
- Section 2 Affiliation – TRTA shall be the Trumbull County Chapter of the Ohio Retirement for Teachers Association (ORTA) and the National Retired Teachers Association (NRTA).
- Section 3 The purposes of the TRTA shall be:
- a) To promote the interests and welfare of retired teachers;
  - b) To foster good fellowship among retired school personnel;
  - c) To aid the advancement of public schools;
  - d) To promote continued education through the scholarship fund; and
  - e) To assist and cooperate with programs of ORTA and NRTA.

## **ARTICLE II MEMBERSHIP**

- Section 1 All members shall be a retired certified employee currently receiving benefits from the State Teachers Retirement System of Ohio or from any other state or local teachers' retirement system. Members are encouraged to hold unified membership with ORTA.
- Section 2 Membership begins with the payment of TRTA dues.

## **ARTICLE III DUES**

- Section 1 The dues of the TRTA for members shall be recommended by the Executive Committee and approved by the membership at a regular meeting of the Association.
- Section 2 Life Membership dues shall be recommended by the Executive Committee.
- Section 3 The fiscal year for TRTA shall be January 1 through December 31.

## **ARTICLE IV OFFICERS**

- Section 1 The Officers of TRTA shall be: President, President-elect and Program Chairman, Recording Secretary, Financial Secretary, and Treasurer. The term of office shall be two years.
- Section 2 All Officers of TRTA shall be members of ORTA.
- Section 3 The Financial Secretary may request that an assistant of her or his choosing be appointed by the President with the approval of the Executive Committee.
- Section 4 The Recording Secretary, Financial Secretary and Treasurer may succeed themselves, with no term limitations.

## **ARTICLE V EXECUTIVE COMMITTEE**

- Section 1     The Executive Committee shall consist of the Elected Officers, the two immediate Past Presidents, and the chairpersons of the Standing Committees.
- Section 2     The Executive Committee shall meet during the month preceding each regular meeting. Special meetings may be called by the President or by written request of five members of the Executive Committee.
- Section 3     The Executive Committee shall have the power to transact business between scheduled meetings and shall formulate and recommend policies for approval by the membership.
- Section 4     The Executive Committee shall adopt a budget at the first meeting of the new year.

## **ARTICLE VI ELECTIONS**

- Section 1     The President shall appoint a Nominating Committee in June of the second year of the term of office. The Nominating Committee shall recommend a slate of officers at the August meeting.
- Section 2     Two-year elections shall be held at the October meeting. Nominations may also be made from the floor, with permission of the nominee. Officers shall be installed at the December meeting.

## **ARTICLE VII MEETINGS**

- Section 1     There will be six regular general meetings each year: February, April, June, August, October, and December.
- Section 2     There will be six Executive Committee meetings each year: January, March, May, July, September, and November. The President or the Executive Committee may call special meetings of the general membership when needed.

## **ARTICLE VIII COMMITTEES**

- Section 1     TRTA Standing Committees are as follows: A+ Teachers, Communications, Community Participation, Dues Coordinator, Legislation, Mailing, Membership, Newsletter, Organizational, Public Relations, Scholarship, Teacher Grants, and Web Master.
- Section 2     All Standing Committee Chairpersons are encouraged to be members of ORTA.
- Section 3     Committees will normally consist of a Chairperson, appointed by the President, and two or more members selected by the Chairman.
- Section 4     There may be additional Standing or *Ad Hoc* Committees as deemed necessary by the President or the Executive Committee. Examples of Ad Hoc Committees are: Audit, Budget, Hospitality & Decorations, Informative & Protective Services, Nametags, Necrology, Nominating, Pre-retirement, Raffle Tickets, Spelling Bee etc.

## **ARTICLE IX VACANCIES**

- Section 1 Vacancies on Standing or *Ad Hoc* Committees shall be filled by the President.
- Section 2 Vacancies in elected officers shall be filled by the President and approved by the Executive Committee. Appointees shall serve until the next election.

## **ARTICLE X DISSOLUTION**

- Section 1 Upon dissolution of TRTA, a chapter of the ORTA, all remaining assets shall be transferred to another 501 C 3 Organization or the Community Foundation of the Mahoning Vallery in the TRTA Funds.

# THE BYLAWS

## ARTICLE I DUES

- Section 1 The annual chapter dues shall be thirty dollars (\$30.00) and are payable prior to January 1.
- Section 2 The annual dues for ORTA will be set by that Association and paid directly to them.
- Section 3 The Life Membership Fund is to provide service to Trumbull Retired Teachers by permitting a lump sum payment of dues for life.
- Section 4 The cost of Life Membership shall be one hundred seventy-five dollars (\$175.00).

## ARTICLE II REIMBURSEMENT

- Section 1 Officers and Committee Chairs may be reimbursed for expenses approved by the Executive Committee.

## ARTICLE III DUTIES OF THE OFFICERS

- Section 1 **The President shall:** preside at all general and board meetings; appoint all committee chairpersons; and serve as the Ex-officio member of all committees except the Nominating Committee.
- Section 2 **The President-elect shall:** preside at all meetings in the absence of the President and serve as Chairperson of the Program Committee.
- Section 3 **The Recording Secretary shall:** keep all minutes of the general and board meetings, distribute copies of the minutes as directed by the Board, and keep a permanent file of all minutes and correspondence.
- Section 4 **The Financial Secretary shall:** receive funds, manage lunch reservations, collect dues, and keep accurate records.
- Section 5 **The Treasurer shall:** collect funds, pay bills, and account for all income and expenditures.

## ARTICLE IV AMENDMENTS

- Section 1 Amendments to the Constitution and Bylaws may be made at any regular meeting by a motion and two-thirds vote of those Active Members present and voting.
- Section 2 Amendments may be proposed by the Executive Committee or by fifty members, in writing, to the Recording Secretary, at least thirty (30) days before a regular meeting.
- Section 3 All Amendments to the Constitution and Bylaws of ORTA that affect the Constitution and Bylaws of Trumbull Chapter of ORTA will automatically become effective upon notification from ORTA. (That is, neither Sections 1 nor 2 of Article V AMENDMENTS of the Constitution and Bylaws of TRTA need to be followed.)

## **ARTICLE V RULE OF ORDER**

Section 1        This chapter shall be governed in its procedures by The Constitution and Bylaws and Robert's Rules of Order, latest edition.

This Constitution and Bylaws was first adopted in February 1965; amended in September 1965, February 1975, December 1973, September 1977, September 1986, March 1988, September 1993, September 1995, December 2001, September 2006, October 2007, August 2010, September 2015, September 2018, October 2019, and March 2024.