

BYLAWS
Retired Public Employees of San Joaquin County
RPESJC

ARTICLE I
NAME AND OBJECTIVES

Section 1. NAME

The name of this Association shall be the **Retired Public Employees of San Joaquin County**.

Section 2. OBJECTIVES

The objectives of **RPESJC** shall be to:

- A. Promote the welfare of San Joaquin County retired public employees and their beneficiaries on a continuing basis;
- B. Provide current education and information for employees about to retire and retiree members of **RPESJC**;
- C. Advocate, participate in and/or promulgate legislation and policy affecting retirees; and
- D. Publish and distribute a newsletter for the benefit of the membership.

ARTICLE II
MEMBERSHIP AND DUES

Section 1. MEMBERSHIP

Membership in **RPESJC** shall be available to:

- A. Any person receiving retirement rights and benefits through San Joaquin County Employees' Retirement Association (SJCERA). These include County employees and employees of other special districts; such as: Manteca-Lathrop Rural Fire Department, Tracy Public Cemetery District, San Joaquin County Mosquito Abatement District, Waterloo-Morada Rural Fire Department, or any other special district approved by SJCERA.
- B. Any person who is a surviving spouse, or other designated beneficiary, of such employee receiving benefits through SJCERA.
- C. SJCERA members with deferred retirement status.

Section 2. ASSOCIATE MEMBERSHIP

Associate membership is available to persons who are working, or have worked, as a public employee for the County of San Joaquin or special districts; or have rendered service to **RPESJC**; or who are retired from any other '37 Act California County retirement systems. Associate members are not eligible to vote or hold office in **RPESJC**; but, can participate in all other **RPESJC** activities. Continuing membership is subject to ongoing approval of the Board of Directors on an individual basis.

Section 3. HONORARY MEMBERSHIP

Persons who have distinguished themselves by demonstrating exemplary service to retirees may be offered an Honorary Membership, and as such shall be exempt from paying dues.

Section 4. DUES

Member and Associate Members dues are payable through member authorization as a monthly payroll deduction. The Board of Directors of **RPESJC** shall be responsible for establishing the amount of membership dues. Changes will become effective only after a thirty (30) day written notice to the general membership of the recommended change, and followed by ratification of the membership at the next regular meeting.

Section 5. TERMINATION OF MEMBERSHIP

Membership will terminate upon written resignation to the Board of Directors of **RPESJC**, or upon failure to pay monthly dues, or by any specific action of the Board of Directors.

ARTICLE III
DIRECTORS

Section 1. DIRECTORS

The Board of Directors shall be the governing body of **RPESJC**, and shall consist of fifteen (15) members in good standing, selected by the current sitting Board of Directors, and ratified by the membership.

Section 2. DUTIES AND POWERS OF THE BOARD OF DIRECTORS

It shall be the duty of the members of the Board of Directors to attend all meetings. The Board of Directors shall exercise their authority to control **RPESJC** property, and conduct **RPESJC** affairs. The Board of Directors shall have the authority to represent the **RPESJC** membership at all regular and special meetings; at conferences; to employ staff as required; to enter into contracts; and to review the financial records of the Association with the Association's Treasurer. The Board of Directors may also represent the membership before the San Joaquin County Employee's Retirement Board, The San Joaquin County Board of Supervisors, and other public bodies.

Section 3. DUTIES OF OFFICERS

A. The President shall:

- Preside at all regular and special meetings of the Board of Directors, and the general membership;
- Appoint chairpersons of committees not otherwise designated;
- Have general supervision of all activities of the Association;
- Represent, or provide representation, of the **RPESJC** Board of Directors before the County Board of Supervisors, the County Employee's Retirement Board, with legal staff, with other organizations, other individuals; and
- Supervise or delegate the supervision of paid staff as required.

B. The Vice-President shall:

- Preside at all meetings in the absence of the President, or at the President's request;
- Assume the office of President at the premature conclusion of the President's term;
- Carry out those duties assigned by the President; and
- Review these Bylaws of the Association once a year, report on the findings to the Board of Directors, and ensure compliance with these Bylaws.

C. The Secretary shall:

- Keep, or cause to be kept, the general records of the Association and Committee appointments;
- Keep minutes of all Board of Directors and general membership meetings;
- Keep attendance records of all Board of Directors meetings;
- Send and/or answer all correspondence as directed by the President on Association letterhead stationery;

- Provide, or cause to be provided, copies of agendas and minutes to all Board of Directors members and guests at the time of Board of Directors meetings;
 - Prepare summaries of annual or semi-annual activities at the direction of the President;
 - Supervise the clerical functions of special meetings; and
 - Keep other records as required by the Board of Directors.
- D. The Treasurer shall:
- Receive all funds paid to the Association;
 - Deposit such funds as directed by the Board of Directors; Expend funds only on authority of the Board of Directors;
 - Oversee the expenditure of monies by Committee chairs;
 - Prepare and submit current financial reports at each Board of Directors, and general membership meetings.
 - As requested by the Board of Directors, may coordinate the preparation and submission of an annual proposed budget to the Board; render an account of all Association funds and other financial assets owned, received, or disbursed;
 - Make available all records for the audit and tax returns; and
 - Chair the Finance Committee.
- E. The Directors-At-Large shall:
- Act as liaison between the general membership and the Board of Directors;
 - Chair committees as assigned by the President;
 - Assist with special functions of the **RPESJC**; and
 - Perform other duties as directed by the President.
- F. The Immediate Past President shall:
- Serve as a member of the Board of Directors;
 - Oversee the Nominating Committee; and
 - Perform other duties as directed by the President.
- G. All Officers and Board of Directors shall serve the **RPESJC** without monetary compensation. Any activity or business related expenses may be reimbursed upon the approval of the Board of Directors.

Section 4. VACANCIES

- A. If the office of President becomes vacant for any reason, the Vice-President shall advance to the office of President.
- B. If a vacancy occurs in the office of Vice-President, it shall be filled by appointment by the Board of Directors for the remainder of the term.
- C. A vacancy in the office of Secretary shall be filled by appointment by the President, with the approval of the Board of Directors.
- D. A vacancy in the office of Treasurer shall be filled by appointment by the President, with the approval of the Board of Directors.
- E. Vacancies among Directors-At-Large, occurring before their term expires, shall be filled by appointment by the Board of Directors for the remainder of the term of office.
- F. If the office of Immediate Past President becomes vacant, it will remain vacant until filled by the next actual I.P.P. While vacant, the duty of overseeing the Nominating Committee may be filled by appointment. The replacement may either be a general member in good standing, or a member of the Board of Directors.
- G. A Board of Directors member or officer appointed or elected to fill a vacancy in a non-election year shall be administered the Oath of Office by the Secretary. If the Secretary is the vacancy being filled, the Oath shall be administered by the President.

Section 5. RECALL OF OFFICERS

Any officer of the Association may be recalled by the Board of Directors for:

- Failure to attend meetings;
- Misappropriation of Association funds or assets;
- Failure to pay dues; or
- Verified misconduct inconsistent with the interests of the Association.

Section 6. BONDING

The Board of Directors may require bonding of any member of the Board of Directors, and the expense of such bonding will be borne by the Association.

ARTICLE IV MEETINGS

Section 1. MEETINGS

- A. The meetings of the Board of Directors shall be held monthly, or at the call of the President;
- B. The regular meetings of the general membership of the Association shall be held at the date, time, and place agreed upon by the Board of Directors. The membership shall be advised at least ten (10) days before any regular meeting requiring a vote. A simple majority of the members present shall constitute a

- quorum;
- C. A special meeting may be called by the President, or by four (4) or more members of the Board of Directors;
- D. A simple majority shall constitute a quorum for a Board of Directors' meeting;
- E. Cumulative, proxy, or fractional votes shall not be permitted; and
- F. Meetings shall be governed by Robert's Rules of Order.

ARTICLE V
NOMINATIONS AND ELECTIONS

Section 1. NOMINATIONS

- A. All active members of the Association who are in good standing may be considered for the position of Board member.
- B. Nominations may be made to the Nominating Committee by the general membership with the consent of the nominee;
- C. A slate of candidates for Board members shall be selected by the Nominating Committee and submitted to the Board of Directors at the April Board meeting of every election year (See ELECTIONS AND INSTALLATIONS, Section 2C). The Board of Directors will schedule a ratification of the membership in June and/or take other action as needed to meet occurring board vacancies.

Section 2. ELECTIONS AND INSTALLATIONS

- A. Election of Board members shall be in May of every election year.
- B. Installation of Board members shall take place at the June meeting of general membership, and they shall assume the responsibility of their office at the next scheduled meeting of the Board of Directors. The directors, by deciding amongst themselves, shall establish the officers of the association for the new term. This shall be accomplished by a simple majority vote of the directors to fill the positions of President, Vice-President, Secretary, and Treasurer.
- C. All Board members shall serve for a period of three (3) years. Their term of office will coincide with the election cycle of the Retiree and Alternate Retiree Representative to the San Joaquin County Employee's Retirement Board as determined by the '37 Act Retirement Law.

ARTICLE VI
MISCELLANEOUS

Section 1. FISCAL YEAR

The fiscal year for the Association shall be from July 1 through June 30.

Section 2. BYLAWS

These Bylaws may be amended by a two thirds (2/3) vote at any regular or special meeting of the general membership providing written notice of intent and purpose of the amendments is given to the membership not less than ten (10) days prior to the date of such meeting. Amendments to these Bylaws become effective at the close of the meeting at which they were adopted.