

**BYLAWS OF THE INDIANA CHAPTER
UNITED POSTMASTERS AND MANAGERS OF AMERICA RETIRED**

PREAMBLE

The purposes for which this Chapter is organized as a part of the national organization, United Postmasters and Managers of America (UPMA) Retired, shall be to promote, assist and instruct retired Postmasters and Managers in all areas of personal and related items of interest or concern and to work cooperatively in the advancement of national UPMA Retired aims and goals.

ARTICLE I- NAME

This organization shall be known as the Indiana Chapter of United Postmasters and Managers of America (UPMA) Retired.

ARTICLE II – MEMBERSHIP

Any person as designated by the UPMA Retired Bylaws to be a member of the National Organization shall be considered a member in this Chapter but no member in arrears for dues shall be recognized or permitted any of the privileges at its conventions/meetings.

ARTICLE III- MEETINGS

The Annual convention for this chapter shall be held in conjunction with the UPMA Indiana Chapter Annual Convention. Special meetings may be called by the President or may be called at the request of the majority of the Retiree Executive Board which will consist of the Retiree President, Retiree Vice President and Retiree Secretary-Treasurer. We will also hold a fall meeting inviting all Indiana Retiree Chapter members and will have our election of officers at this meeting. In any meeting of this Chapter, all members who are present and registered for the meeting shall constitute a quorum.

ARTICLE IV- ELECTION OF OFFICERS

Section 1: The elected Chapter Retiree officers shall be a President, Vice President, and Secretary-Treasurer.

Section 2: The President and Vice-President shall be elected at the annual fall meeting in the odd numbered years to serve a term of two years. The term of office shall commence on January 1 and end on December 31. These two officers shall be unlimited terms of office. The Secretary-Treasurer shall be elected at the annual fall meeting in the even numbered years to serve a term of two years. The term of office shall commence on January 1 and end December 31. This office shall be unlimited terms of office.

Section 3: Other nominations may be made from the floor, if seconded and approved to be a member of the Chapter in good standing shall be included with the list of candidates presented.

ARTICLE V – PRESIDENT

The Retiree President shall preside at all meetings of the Chapter, and shall call special meetings when requested to do so as provided in Article III. They shall also preside at the meetings of the Retiree Executive Board and appoint all committees for the proper handling of the business of the Chapter. The President shall receive such compensation for their services as the Executive Board may provide.

ARTICLE VI – VICE PRESIDENT

The Retiree Vice President shall serve in the absence or disability of the President and work with the President as needed. Should the office of the President be vacated the Vice President will serve the remaining term. This would not exclude that person from seeking a full elected term as President. The remaining term of the vacant position of the vice president will be filled by the Retiree Chapter Membership Chair. The Vice President shall receive such compensation for their services as the Executive Board may provide.

ARTICLE VII – SECRETARY-TREASURER

Section 1: The Secretary-Treasurer shall take the minutes of the meeting, handle correspondence, make reports as required, and complete other duties as assigned by the President.

Section 2: The Secretary-Treasurer shall keep all financial record: have custody of all funds; deposit and withdraw funds upon approval of the President and shall keep accurate and complete accounts, vouchers, and receipts, provide a financial statement at the fall meeting of the Chapter. Accounts will be audited a minimum of once annually. Time, place and audit members will be selected by the Retiree President. Additional audits may be called by the Retired President or at the written request to the Executive Board of three or more of members of the Retiree Chapter.

Section 3: The Secretary-Treasurer shall be bonded as required and approved by the Executive Board. The Secretary-Treasurer shall receive such compensation for their services as the Executive Board may provide.

Section 4: In the event of a vacancy in the Secretary-Treasurer position, the vacancy shall be filled by the Executive Board. This would not exclude any person, filling an unexpired term, from seeking a full elected term as Secretary-Treasurer.

ARTICLE VIII- DUES

The annual dues of the members of this Indiana Chapter shall be the same as provided in the governing documents of the National UPMA Retiree Organization.

ARTICLE IX – PARLIAMENTARY PROCEDURE

Robert’s Rules of Orders Newly Revised shall govern the deliberations of the proceedings at any session to the UPMA Indiana Retired Chapter Meeting.

ARTICLE X- AMENDMENTS

All proposed amendments must be submitted in writing to the UPMA Retired Chapter President at least 30 days prior to the opening of the annual Chapter convention or the Fall meeting. It takes 2/3 majority vote of the members present and voting. These amendments shall become effective immediately upon the adjournment of the convention or the fall meeting.

Effective: April 25, 2019

Where: UPMA State Convention Edinburgh IN