

BRIGHTON CENTRAL SCHOOLS RETIREES' ASSOCIATION
(BCSRA)

CONSTITUTION

Article I: Name

The name of this organization shall be the Brighton Central Schools Retirees' Association (BCSRA)

Article II: Membership

Membership shall include all staff, teachers and administrators. All staff include the following groups: maintenance, clerical, paraprofessionals, nurses, food service, tutors and any other person who has retired from the school system.

Article III: Purpose

Section 1: To facilitate friendships and camaraderie and to provide support for our colleagues.

Section 2: To provide information pertaining to the retirement interests of the group.

Section 3: To advocate regarding retirement issues on behalf of all members and constituencies of the group.

Section 4: To establish and maintain an affiliation and continuing relationship with the Board of Education, the Administration and the Brighton Teachers' Association.

Section 5: To encourage retirees to continue their support, interest and active involvement in the Brighton Central Schools and/or the community where they live.

Section 6: To support retiree benefits in Brighton and strengthen benefits at the state and national level.

Section 7: To share ideas, experiences and concerns that mutually affect the membership.

Article IV: Officers and Executive Committee

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

Section 2: The officers of the Association shall be elected for a terms of two years

Section 3: Any member of BCSRA is eligible to become an officer.

Section 4: There shall be an Executive Committee consisting of the officers, the immediate past president, and the chairpersons of standing committees.

Article V: Meetings

Section 1: There shall be at least two business meetings held during the year, one in the fall and one in the spring.

Article VI: Amendments

Section 1: An amendment to the constitution may be submitted to the Executive Committee by any Association member and shall be presented for action at the fall meeting. Proposed amendments shall be distributed to the membership at least one week prior to the meeting at which the vote will be taken.

Section 2: Amendments shall become a part of the constitution when approved by two-thirds vote of the members present and voting.

Bylaws

Bylaw 1: Rules of Order

Section 1: Robert's Rules of Order shall be the authority on all questions of procedure not specifically stated in this constitution and by-laws.

Bylaw 2: Duties of the Officers

Section 1: The President shall call and preside at all meetings of the BCSRA and the Executive Committee; maintain communication with the BCS Superintendent; be responsible to requests from BCS for assistance; form the Nominating Committee, standing and special committees, and appoint the chairpersons.

Section 2: The Vice-President shall act in the absence of the President; maintain communication with the BTA President; attend BTA Executive Assembly meetings when retirement representation is warranted; and oversee special projects.

Section 3: The Secretary shall keep the minutes of all Executive Committee and business meetings of the group-at-large; maintain records of the organization; and carry out communication as directed by the Executive Committee.

Section 4: The Treasurer shall collect all monies; maintain the checking account at the Summit Federal Union; prepare a budget each fiscal year commencing September 1; keep a proper system of books; report financial matters to the membership; and maintain a current directory of the membership.

Bylaw 3: Executive Committee

Section 1: There shall be an Executive Committee consisting of the officers of the organization, the standing committee chairpersons, and the immediate past president.

Section 2: The Executive Committee shall oversee and provide direction for the BCSRA;

be responsible for conducting the routine business of the Association; plan business meetings; review suggestions made by members and arrive at decisions regarding their disposition; and make recommendations to the membership relating to Association policy and program.

Section 3: The Executive Committee shall review and make necessary modification to the annual budget before submitting it to the membership for approval. In the event a new budget is not approved by September 1 of the new fiscal year, the budget from the preceding year shall serve as a temporary guide for dues and expenditures.

Section 4: The Executive Committee shall authorize only those expenditures included in the annual budget or items directed by the constitution. Additional items shall be submitted to the membership for approval.

Bylaw 4: Standing Committees

Section 1: The standing committees shall include Social, Health Insurance, Communication, and Service. The chairpersons shall serve for two years with appointments made at the spring business meeting, so the terms alternate with terms of officers. The chairperson will select membership of each standing committee. Each standing committee shall report to the Executive Committee and prepare information in writing when necessary. Records will be forwarded when a new chairperson is named.

Section 2: The Social committee shall plan social activities for meetings and other special events and respond to requests from the Executive Committee regarding support of members of the association.

Section 3: The Health Committee shall be informed about federal and state legislation pertaining to retirees; be knowledgeable about existing and planned health benefits for BCS retirees; consult with personnel in the BCS benefits office; study insurance plans and make recommendations to the BCSRA Executive Committee; respond to questions raised by members.

Section 4: The Communications Committee shall publish a newsletter; maintain communication with the Director of Communication for the BCS; and support distribution of materials.

Section 5: The Service Committee shall promote and support service projects in the Brighton schools.

Bylaw 5: Special Committees

Section 1: Special Committees may be recommended by the Executive Committee or by a member at a business meeting.

Section 2: The President shall appoint Special Committees. The responsibilities and term of a Special Committee shall be determined at the time of the appointment.

Bylaw 6: NYSUT Representation

Section 1: A representative to the NYSUT Council 5 shall be appointed by the President.

Section 2: The NYSUT representative shall attend NYSUT Council 5 meetings and report to the BCSRA Executive Committee.

Bylaw 7: Nominations and Elections

Section 1: The officers of the Brighton Central School Retirees Association shall be elected at the spring business meeting.

Section 2: A Nominating Committee, composed of at least three members of the Association, shall prepare a slate of officers.

By-Law 8: Quorum

Section 1: A quorum for all business meetings shall consist of a majority of members present and voting.

Section 2: A quorum of the Executive Committee shall consist of a majority of the committee.

Bylaw 9: Dues

Section 1: Dues shall be determined annually by the Executive Committee in accordance with the proposed budget and shall be approved at the business meeting of the Association in the spring.

Section 2: The treasurer shall collect dues.

Section 3: Monies collected for Association business shall be kept in a Summit Federal Credit Union Account.

Bylaw 10: Amendments to the By-laws

These by-laws may be amended by two-thirds majority vote of the members present and voting.

approved as amended
September 12, 2006