

**Missouri
National Education Association
Retired**

Bylaws

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MISSOURI NATIONAL EDUCATION ASSOCIATION-RETIRED

BYLAWS

ARTICLE I NAME

The name of this body shall be Missouri National Education Association-Retired (Missouri NEA-Retired/MNEA-R).

ARTICLE II PURPOSE

This Association shall be dedicated to the principle of retirement with dignity.

ARTICLE III OBJECTIVES

Missouri NEA-Retired shall:

- A. Promote the social, professional and economic status, and the general welfare of retired members and pre-retired members.
- B. Provide opportunity for united action with others who are devoted to the cause of education and public sector unions;
- C. Promote voluntary participation by its members in civic and educational affairs;
- D. Advocate, promote, and urge the passage of legislation benefiting all retired persons;
- E. Provide opportunity for political action in supporting pro-education candidates recommended by Missouri NEA and NEA;
- F. Have all power necessary and proper to take action for the attainment of these objectives; all within the meaning of Section A 501(c)(5) of the Internal Revenue Code.

Nothing in these Bylaws shall be construed to prevent the Association from pursuing objectives that are consistent with the governing documents of the Missouri National Education Association or the National Education Association.

ARTICLE IV
MEMBERSHIP

SECTION I Eligibility

MNEA-R membership shall be open to any person who was eligible for Active membership prior to retirement and maintains membership in NEA-Retired.

- A. Retired membership is limited to persons who support the objectives and programs of the Association.
- B. Retired members are eligible to be elected as voting delegates to the MNEA Representative Assembly and NEA Representative Assembly and may hold appointive positions in MNEA and NEA.
- C. The membership year shall be September 1 to August 31.

SECTION II Pre-Retired Members

A person eligible in Section I, who has paid the appropriate Lifetime fees, and who is not yet retired, shall be considered an MNEA-R Pre-Retired Member with all rights except the rights to vote and hold office.

SECTION III Due Process

No member may be censured, suspended, or expelled from membership without the right to a due process hearing, which shall also include the right to appellate review as determined by the MNEA Constitution and Bylaws.

SECTION IV Property Interest of Members

All rights, title, and interest, both legal and equitable, of a member in and to the property of the Association shall end upon the termination of membership.

SECTION V Rights and Limitations

- A. MNEA-R shall not deny membership to individuals on the basis of race, creed, national origin, sex, gender or gender identity, sexual orientation, age, handicap, marital status, or economic status.
- B. All members shall be eligible to receive special services, to obtain assistance in the protection of professional and civil rights; and to receive reports and publications of the Association.
- C. Membership shall be continuous unless terminated for cause.

SECTION VI Powers

The legislative authority of the Association shall be vested in the membership. Powers not delegated by the Bylaws shall be vested in the membership.

ARTICLE V
FINANCE

SECTION I Fiscal Year

The fiscal year shall be September 1 to August 31.

SECTION II Dues

MNEA-R dues shall be established per MNEA Board of Directors policy.

Section III Outside Revenue

Grants, bequests, or other outside revenue may be used to fund special projects at the discretion of the MNEA-R Executive Council.

ARTICLE VI
OFFICERS AND THEIR DUTIES

SECTION I Officers

The officers of this Association shall be President, Vice President, Secretary, Treasurer, the MNEA Director representing MNEA-R, Historian, and Budget Committee Chair.

SECTION II Duties of the Officers

A. The President shall:

1. Call regular and special meetings of the Executive Council;
2. Preside at Executive Council meetings;
3. Appoint, with the advice and consent of the Executive Council, members of all standing committees, unless otherwise provided in these Bylaws;
4. Serve as an ex-officio member of all committees, except the Elections Committee;
5. Serve as first delegate to the NEA and MNEA Representative Assemblies;
6. Serve as first delegate to the NEA-R Annual Meeting;
7. Attend, or appoint a designee to attend, the appropriate NEA-R meetings;
8. Present programs to the Executive Council for their approval and seek their assistance in implementation of such programs;
9. Prepare and distribute agendas to the Executive Council at least one week prior to each meeting;
10. Prepare a yearly calendar of meetings and activities to be approved at the first Executive Council meeting after June 1;
11. Serve as chair of the MNEA-R Executive Council;
12. Serve as the Executive Officer of the Association, representing MNEA-R before the public either personally or through delegates and shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by the Association.

B. Vice President shall:

1. Preside at meetings in the absence of the President, having all powers and performing all duties of the President;
2. Succeed to the office of President at any time that office becomes vacant;
3. Serve as the second delegate to the MNEA Representative Assembly;
4. Serve as chair of the membership committee;
5. Receive and review MNEA-R membership reports;
6. Perform other appropriate association duties as assigned by the President, the MNEA-R Bylaws, and by the parliamentary authority adopted by the Association
7. Serve as a member of the MNEA-R Executive Council.

C. The Secretary shall:

1. Be responsible for keeping the minutes of all meetings of the MNEA-R Executive Council and shall present for adoption at the subsequent meeting of that body, the respective minutes of the previous meeting;
2. Be responsible for keeping the minutes of the MNEA-R Annual Meeting and shall present these for tentative approval at the next Executive Council meeting and for approval at the next Annual Meeting;
3. Maintain the official records of the organization, including election records;

4. Perform other appropriate association duties as assigned by the President;
5. Serve as a member of the MNEA-R Executive Council.

D. The Treasurer shall:

1. Hold the funds of the Association and disburse them upon authorization of the Executive Committee;
2. Keep accurate accounts of receipts and disbursements, reporting at each meeting of the MNEA-R Executive Council and preparing an annual financial statement for publication to MNEA-R members as directed by the MNEA-R Executive Committee;
3. Serve as a liaison to the MNEA-R Budget Committee;
4. Assist the Budget Committee in the drafting of the annual MNEA-R budget and shall provide copies of financial statements upon request of the Budget Committee Chairperson;
5. Make a report to the MNEA-R Annual meeting;
6. Attend MNEA and NEA Treasurers training;
7. Perform other appropriate association duties as assigned by the President;
8. Serve as a member of the MNEA-R Executive Council.

The Treasurer shall be bonded by Missouri NEA.

A. The MNEA Director representing MNEA-R shall:

1. Attend all meetings of the MNEA Board of Directors;
2. Serve as liaison making regular reports to the MNEA-R Executive Council and at the MNEA-R Annual meeting;
3. Serve as a member of the MNEA-R Budget Committee;
4. Share MNEA-R information with the MNEA Board of Directors;
5. Perform other appropriate association duties as assigned by the President;
6. Serve as a member of the MNEA-R Executive Council.

B. The Historian shall:

1. Assemble and maintain a record of the activities of the association;
2. Perform other appropriate association duties as assigned by the President;
3. Serve as a member of the MNEA-R Executive Council.

G. The Budget Committee Chair shall:

1. Chair the MNEA-R Budget Committee;
2. Make a report to the MNEA-R Annual meeting;
3. Serve as a member of the MNEA-R Executive Council.

SECTION III Nominations, Terms, and Elections

A. Nominations and Qualifications

Members in good standing may be nominated for the offices of President, Vice President, Secretary, Treasurer, the MNEA Director representing MNEA-R, Historian, and Budget Committee Chair by declaring in writing their intent to be a candidate per guidelines established by the Elections Committee.

B. Terms

All officer terms, except the MNEA Director for MNEA-R, shall be two (2) years or until their successor is elected. These officer(s) shall serve no more than three (3) full terms. The term for the MNEA Director for MNEA-R is guided by the MNEA Constitution.

C. Elections

1. MNEA-R shall conduct all elections with open nominations and a secret ballot.
2. MNEA-Retired officers shall be elected by a secret electronic ballot sent to all MNEA-R members.
3. If the number of candidates equals the number of positions to be filled, the chair shall declare the candidates(s) elected.
4. Run-off election(s) shall be held if no single candidate receives a majority vote on the first ballot. The run-off ballot shall list the candidates who, in descending order, received the highest number of votes on the previous ballot with one more candidate than positions to be filled.
5. Elections shall be in accordance with the one-person, one-vote principle.
6. Election to the office of President shall constitute election as first delegate to the NEA and MNEA Representative Assemblies. Election to the office of Vice President shall constitute election as second delegate to the MNEA Representative Assembly. Notice that election to the offices of President and Vice President also shall constitute election to the respective delegate statuses and shall be printed on the ballot for election to those offices.
7. All terms take effect June 1 following the election.

SECTION IV Recall

Officers and Directors of the Association shall be subject to a recall election.

- A. The recall election shall be held upon a petition of fifteen percent (15%) of the MNEA-Retired membership.
- B. The election shall be at the next regularly scheduled MNEA-Retired Annual Meeting if it is to be held not less than thirty (30) days nor more than sixty (60) days after receipt of the petition. In the event that the Annual Meeting does not convene during this time period, the election shall be held by electronic ballot to the appropriate constituency.

SECTION V Vacancies

Vacancies in the offices of Vice President, Secretary, Treasurer, the MNEA Director representing MNEA-R, Historian, and Budget Committee Chair shall be filled by appointment of the Executive Council until the next scheduled election.

ARTICLE VII
DELEGATES TO THE MISSOURI NEA REPRESENTATIVE ASSEMBLY

Delegates to the MNEA Representative Assembly shall be elected in compliance with the MNEA Constitution and Bylaws.

SECTION I Nominations, Terms, Elections, and Duties of delegates

A. Nominations

Members, in good standing, may declare their candidacy to be a delegate to the MNEA Representative Assembly in writing per guidelines established by the Elections Committee.

B. Terms

Delegates shall serve two-year terms or until their successor is elected.

C. Elections

1. Prior to March 1 of each year, the MNEA-R Executive Council shall apply MNEA-R policy that specifies the number of such delegates that will be in the second year of their two-year term and the number of new Delegates and Alternates to be elected to two-year terms. Any Alternate elected as a Delegate shall be removed as an Alternate, and any person already serving as a Delegate is ineligible to seek election as either a Delegate or Alternate.
2. Delegates to the MNEA RA shall be elected by a secret electronic ballot sent to all MNEA-R members. Delegates and alternates will be declared elected in the order of votes received. In the case of a tie, run-offs will be held only to determine elected alternate positions.
3. The election report will list delegates and alternates in priority order according to the number of votes received.
4. Elections shall be in accordance with the one-person, one-vote principle.
5. All terms take effect June 1 following the election.
6. Election to the office of President and Vice President shall constitute election as first delegate and second delegate to the MNEA RA.
7. The number certified to be elected by secret electronic ballot at the Annual Meeting shall be the number that was certified for the current membership year minus the number of Delegates currently serving in the second year of their two-year term. If the retired membership prior to October 15 entitles additional delegates, the alternates for Delegates in the second year of a two-year term shall move up to a delegate position in the order of priority listing.

D. Duties

MNEA-R delegates to the MNEA Representative Assembly shall:

1. Attend all sessions of the MNEA RA;
2. Advise the MNEA-R Executive Council on actions and possible actions of the MNEA RA;
3. Present items at the MNEA RA that are in the best interest of retirees or as directed by the MNEA-R Executive Council;
4. Keep informed on the Resolutions of Missouri NEA and the progress of legislation as it moves through the Missouri House and Senate.

ARTICLE VIII
DELEGATES TO THE NEA REPRESENTATIVE ASSEMBLY

Delegates to the MNEA Representative Assembly shall be elected in compliance with the MNEA Constitution and Bylaws.

SECTION I Nominations, Terms, Elections, and Duties

A. Nominations

Members in good standing may declare in writing their candidacy to serve as an NEA-R RA delegate per guidelines established by the Elections Committee.

B. Terms

Delegates shall serve for one year or until their successor is elected.

C. Elections

1. MNEA-R shall conduct all elections with open nominations and a secret ballot.
2. Delegates to the NEA RA shall be elected by a secret electronic ballot sent to all MNEA-R members.
3. If the number of candidates equals the number of positions to be filled, the chair shall declare the candidates(s) elected.
4. Elections shall be in accordance with the one-person, one-vote principle.
5. The election report will list delegates and alternates in priority order according to the number of votes received.
6. All terms take effect immediately following the election.

D. Duties

MNEA-R delegates to the NEA Representative Assembly shall:

1. Attend all sessions of the NEA Representative Assembly and abide by all rules that apply to Missouri NEA delegates;
2. Advise the MNEA-R Executive Council on NEA RA actions;
3. Present items at the Representative Assembly that are in the best interest of retirees or as directed by the MNEA-R Executive Council.

ARTICLE IX
EXECUTIVE COUNCIL

SECTION I Composition

- A. The Executive Council shall be the governing body of MNEA-R and shall be composed of: MNEA-R President, Vice President, Secretary, Treasurer, the MNEA Director representing MNEA-R, Historian, Budget Committee Chair, the immediate Past President, any MNEA member who is a current NEA-R officer or NEA Board member from NEA-R, and eight (8) members elected At-Large by the pre-registered MNEA-Retired members.
- B. The Communications Director(s), as appointed by the President, shall be an ex-officio non-voting member(s) of the Executive Council.

SECTION II Duties of the Executive Council

The MNEA-R Executive Council shall:

- A. Meet at least three times per year. One meeting shall coincide with the MNEA Representative Assembly.
- B. Be authorized to adopt policies necessary for the governance of MNEA-R, and shall adopt policies as necessary to ensure compliance with MNEA governing documents and with MNEA-PAC guidelines.
- C. Review and recommend for approval the minutes of the annual meeting at the first meeting after the annual meeting;
- D. Approve a yearly calendar of meetings and activities at the first Executive Council meeting after June 1;
- E. Review financial reports and expenditures;
- F. Review reports of membership;
- G. Fill vacancies of MNEA-R officers and Executive Council At-Large members until the next annual meeting;
- H. Approve committee appointments;
- I. Approve programs and projects and assist in their implementation;
- J. Work with MNEA-R Political Advocacy committee members to develop legislative priorities regarding public education and retirement issues to be presented to the MNEA Resolutions committee.

SECTION III Nominations, Terms, Elections

- A. Nominations
Members, in good standing, may declare their candidacy to be an At-Large Director of the Executive Council in writing per guidelines established by the Elections Committee.
- B. Terms
All elected At-Large members shall serve for two years or until their successor is elected. The number of years of service shall be no more than six (6) years. Appointed At-Large members shall serve for one-year. Years of service completed by members fulfilling an unexpired Council term shall not be included in the allowable maximum.
- C. Elections
 - 1. MNEA-R shall conduct all elections with open nominations and a secret ballot.
 - 2. The At-Large members of the Executive Council shall be elected by a secret electronic ballot sent to all MNEA-Retired members.

3. If the number of candidates equals the number of positions to be filled, the chair shall declare the candidates(s) elected.
4. Elections shall be in accordance with the one-person, one-vote principle.
5. All terms take effect on June 1 following the elections. Any At-Large member of the Executive Council shall remain in office until a successor is duly elected or appointed.

SECTION IV Missouri NEA Liaison

The Executive Director of MNEA, or their designee, may act as MNEA liaison to MNEA-Retired.

ARTICLE X
COMMITTEES

SECTION I Appointment

Standing committees, sub-committees, and or special committees shall be appointed by the President with approval of the Executive Council. Committee vacancies shall be filled by appointment by the President with approval of the Executive Council.

SECTION II Meetings

Committees shall meet regularly according to a calendar developed by the Executive Council and may hold special meetings at the call of the chairperson.

SECTION III Reports and Records

Committees shall keep a continuing record of activities. Chairpersons shall report items of action to the Executive Council and shall prepare an annual written report summarizing objectives, action programs, gains, and unreached goals. These annual committee reports shall be filed by the MNEA-R Secretary to become a part of the continuing committee record in the Association files.

SECTION IV Standing Committees

The following shall be the Standing Committees of MNEA-Retired: Bylaws and Rules, Budget, Membership, Political Advocacy, and Elections.

- A. All standing committees shall be composed of at least three (3) members. Committee members shall be appointed by the President with the advice and consent of the Executive Council, except as may otherwise be provided in these Bylaws.
- B. Terms for each standing committee shall be for one (1) year.
- C. Each standing committee chairperson shall be appointed annually by the President, with the advice and consent of the Executive Council. E. The Membership Committee shall assist with membership promotion and prepare and staff the membership table at appropriate meetings. The Committee shall organize and conduct membership enrollment of potential members and inform members of policies, programs, services and accomplishments of the Association.
- D. The Bylaws and Rules Committee shall interpret the governing documents of MNEA-R and propose revisions to the governing documents to the Executive Council and delegates of the Annual Meeting.
- E. The Budget Committee shall include the Budget Chair, and the MNEA-R Director to the MNEA Board. The MNEA-R Treasurer shall serve as a liaison to the Budget Committee. The Committee shall recommend a budget to the MNEA-R Executive Council per MNEA-R policy.
- F. The Political Advocacy Committee shall monitor ongoing legislative activity, identify issues for MNEA-R review and action, and coordinate MNEA-R political advocacy and activism opportunities.
- G. The Elections Committee shall prepare ballots and conduct elections for all MNEA-R positions. No member of this committee shall be a candidate for any office in the Association and no current member of the Executive Council shall serve as a member of the Elections Committee.
- H. Ad hoc committees may be formed as deemed necessary by the President or Executive Council.

ARTICLE XI
ANNUAL MEETING

There shall be an Annual Meeting of MNEA-R, consisting of a business session and informational workshops. Whenever possible, the Annual Meeting shall coincide with the MNEA Representative Assembly.

SECTION I Delegates

Any member of MNEA-R shall become a delegate upon registration for the Annual Meeting. Any member of MNEA-R who is not a delegate to the Annual Meeting may attend as an observer. Observers may receive permission from the chair to address the Annual Meeting.

SECTION II Delegate Powers

The legislative and policy making body of MNEA-R shall be the delegates of the Annual meeting. The delegates shall have the power to:

- A. Receive committee reports;
- B. Adopt the budget;
- C. Establish such task forces as deemed necessary;
- D. Perfect and adopt proposed revisions to the MNEA-R Bylaws;
- E. Approve MNEA-R Resolutions and Position Statements.

Powers not delegated to the Executive Council, the officers, or other groups in the Association shall be vested in the delegates of the Annual Meeting.

ARTICLE XII
AFFILIATION

The Association shall enter into a reciprocal contractual agreement between the MNEA-R and the National Education Association as stated in the NEA Constitution and shall affiliate with MNEA as regulated in the MNEA Constitution and Bylaws.

ARTICLE XIII
ETHNIC MINORITY REPRESENTATION

The Association shall take all reasonable steps as are legally permissible to achieve ethnic-minority representation on elective and appointive bodies at least proportionate to its ethnic-minority membership. If ethnic-minority representation is not met, the Elections Committee shall conduct an ethnic minority At-Large election for the Executive Council.

ARTICLE XIV
AMENDMENTS

SECTION I

Proposed amendments to the Bylaws must be made in writing, including supporting rationale, to the Executive Council at least thirty (30) days prior to the Annual Meeting. Amendments must be sent electronically to pre-registered delegates prior to the Annual Meeting and shall be made available electronically to all MNEA-R members.

SECTION II

Amendments shall be voted on at the Annual Meeting of the MNEA-R. A majority of delegates shall be required for approval of amendments.

SECTION III

Amendments to the Bylaws shall take effect upon adoption at the Annual Meeting.

SECTION IV

Amendments to the Bylaws must be consistent with MNEA and NEA governing documents.

ARTICLE XV
MEETINGS

SECTION I Parliamentary Authority

The current edition of Robert’s Rules of Order, Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Association may adopt.

SECTION II Quorum Requirement

A quorum for the MNEA-R Executive Council shall consist of a majority of Executive Council members.

A quorum for the MNEA-R Annual Meeting shall consist of 25 registered delegates.

SECTION III Electronic Notification and Meetings

Unless indicated otherwise in the Bylaws, all communications, including meeting notices, may be sent electronically. The membership, officers, committees, and other ad hoc groups are authorized to meet by electronic means so long as all members may simultaneously hear each other and participate during the meeting, in adherence to Association policies.

ADOPTED: April 25, 1987

AMENDED: April 19, 2024