

JOLIET JUNIOR COLLEGE ANNUITANTS ASSOCIATION

**CONSTITUTION and (BYLAWS)
OF THE
JOLIET JUNIOR COLLEGE ANNUITANTS ASSOCIATION**

**ARTICLE I
NAME**

The name of this organization shall be the Joliet Junior College Annuity Association, (JJCAA).

**ARTICLE II
PURPOSE**

The purposes of this organization shall be to promote and protect the individual and collective interests and welfare of the Joliet Junior College annuitants and their survivors by being politically proactive; promote discussion and service to Joliet Junior College and the district; provide social events for the members; and promote discussion and participation with other annuitant organizations in the State of Illinois.

**ARTICLE III
MEMBERSHIP**

Membership in this association shall be open to all of the following:

- All employees and retirees of Joliet Junior College who are eligible for SURS benefits, or are receiving SURS benefits.
- Surviving dependents who are eligible for SURS benefits;
- Employees who are on disability and are receiving SURS benefits.

Membership in this organization will include membership in the State University Annuity Association (SUAA).

ARTICLE IV EXECUTIVE BOARD

The business of this organization shall be conducted by an Executive Board consisting of:

- President
- Vice president
- Secretary
- Treasurer
- Most Immediate Past President

There shall be eight to ten (8-10) members-at-large with staggered two (2) year terms. Duties of members-at-large may include membership, legislative chair, program planner, newsletter editor, insurance chair, SUAAction chair, webmaster, and other duties as assigned by the Executive Board.

Vacancies on the Board shall be filled by a vote of the members of the Board and shall serve for the unexpired term.

The Board shall arrange for an annual meeting and other meetings as shall be deemed desirable.

ARTICLE V DUTIES OF OFFICERS

The president shall prepare an agenda and preside at all meetings. The president shall serve as the official spokesperson for the association. The term of office of president shall be two (2) years.

The vice president shall preside at meetings when the president is unable to be present. The term of office of the vice president shall be two (2) years.

The secretary shall be the secretary for all Executive Board and membership meetings and shall keep minutes, and membership records. The secretary will also be responsible for the maintenance and preparation of the annual membership directory. The term of the secretary shall be two (2) years.

The treasurer shall be responsible for all financial transactions and will be responsible for maintaining the financial records, which will be audited annually by a special committee of the membership and reported at the annual meeting. Payment of all obligations of the association shall be by the treasurer or designee. The treasurer is responsible for providing the secretary with the names of all active, inactive, and new members. The term of the treasurer shall be two (2) years.

The immediate past president shall continue as a voting member of the Executive Board until such time as a new president is elected and shall serve as a liaison to other annuitant associations.

The legislative chair shall be responsible for keeping the membership informed on all important legislative issues that are pertinent to their welfare.

The program planner shall be responsible for assisting the president for planning membership meetings as well as social and educational meetings.

Members-at-large shall perform tasks and assume duties as prescribed necessary by the Board.

ARTICLE VI ELECTION OF OFFICERS

Every two year, at least three months prior to the annual spring meeting, the president with the advice and consent of the Executive Board, shall appoint a nominating committee. This committee shall select candidates for all positions to be filled, and shall present the names of the nominees (who have consented) to the membership at the annual meeting. Additional nominations, with the consent of the nominee, may be made from the floor at this time.

ARTICLE VII COMMITTEES

The Executive Board shall designate such committees as will advance the work of the Association. Appointments to a committee shall be made by the president with the approval of the Executive Board.

ARTICLE VIII DUES

Dues for chapter membership must include dues to be paid to the State Universities Annuitants Association (SUAA). The amount of dues shall be determined by the Executive Board. Dues shall be for the fiscal period July 1 – June 30 and will be payable to either the local chapter or to the state organization by dues deduction or by personal check. Method of payment may be changed as determined by the Executive Board.

ARTICLE IX AMENDMENTS

Amendments to the Constitution and Bylaws may be proposed by the Executive Board or by petition signed by five (5) members of the association. Such proposed amendments must be presented in writing to the membership no less than twenty-one (21) days prior to the annual meeting of the Association. A majority vote of those present shall be required for passage. All other business shall be governed by “Roberts Rules of Order” newly revised.

BYLAWS

1. A minimum of one (1) regular membership meeting shall be held each year. The business of the Association shall be conducted at this meeting. There may be other meetings, both social and business, throughout the year.
2. The Executive Board shall meet as often as is deemed necessary by the president.
3. Committees shall be appointed as required. The president shall be ex-officio member of all committees except the nominating committee.

The fiscal year of this organization shall be July 1 to June 30.

Chartered June 12, 1995

Revised May, 2005
Revised June, 2008