

BYLAWS
OF THE 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 members;
- C. Advocate, participate in and/or promulgate legislation and policy affecting retirees;
- D. Publish and distribute a newsletter for the benefit of the membership; and
- E. Coordinate legislation and policy affecting retirees

ARTICLE II
MEMBERSHIP AND DUES

SECTION 1. Membership

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

- A. Any person receiving retirement rights and benefits through the 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 District, 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 the **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 system. Associate members are not eligible to vote or to hold office in **RPESJC** but can participate in all other RPESJC activities. Continuing membership is subject to the ongoing approval of the Board of Directors on an individual basis.

SECTION 3. Dues

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

SECTION 4. Termination of Membership

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

ARTICLE III **OFFICERS AND DIRECTORS**

SECTION 1. Officers and Directors

The Board of Directors shall be the governing body of **RPESJC** and shall consist of twelve members, as follows:

- A. President
- B. Vice-President
- C. Treasurer
- D. Secretary
- E. Members at Large (8)
- F. The Immediate Past President
- G. The elected retiree representative to the *San Joaquin County Employees' Retirement Board*.

SECTION 2. Duty and Power 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 and conferences, to employ staff as required and 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 Retirement Board, the 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, County Retirement Board, County Administrator, with legal staff, or with other organizations or individuals
- Supervise or delegate the supervision of paid staff as required.

B. The Vice-President shall:

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

C. The Treasurer shall:

- Receive all funds paid to the Association (including but not limited to dues, payments for social events, etc.);
- Deposit such funds as directed by the Board;
Expend funds only on authority of the Board;
- Oversee the expenditure of monies by Committee chairs;
- Prepare and submit current financial reports at each Board of Directors and general membership meetings;
- Coordinate the preparation and submission of the annual proposed budget to the Board of Directors, 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;
- Chair the Finance Committee

D. The Secretary shall:

- Keep, or cause to be kept, the general records of the Association and Committee appointments;
- Keep minutes of all Board and general membership meetings
- Keep attendance records of all Board meetings;

- Send and/or answer all correspondence as directed by the President on Association letterhead;
 - Provide, or cause to be provided, copies of agendas and minutes to all Board members and guests at time of Board meetings;
 - Prepare summaries of annual or semi-annual activities at the direction of the President;
 - Supervise the clerical functions of special mailings; and
 - Keep other records as required by the Board.
- E. The Directors at Large shall:
- Be the liaison between the general membership and the Board;
 - Chair committees as assigned by the President;
 - Assist with special functions such as lunches, picnics, holiday parties, outings, etc.
 - Perform other duties as assigned by the President
- F. The Immediate Past President shall:
- Serve as a member of the Board;
 - Oversee the Nominating Committee; and
 - Perform other duties as directed by the President
- G. The Retirees' elected member to the San Joaquin County Retirement Board shall provide to the RPESJC Board any non-confidential issues that are of interest to the Association.
- H. All officers and Board members shall serve without compensation. Activity related expenses may be reimbursed upon approval of the Board.

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 for the remainder of the term of office;
- I. Vacancies among the Directors at Large occurring before the expiration of terms shall be filled by appointment by the remaining Board members;
- J. If a vacancy occurs on the Board for the seat held by the elected retiree member of the San Joaquin County Retirement Board, that position shall be filled following an election conducted by the Registrar of Voters in accordance with '37 Act Retirement System law.
- K. If the immediate Past-President is unable to serve as a member of the Board of Directors, only another Association member who shall be appointed by the remaining members of the Board of Directors may fill this vacancy.
- L. A vacancy in the office of Secretary or Treasurer shall be filled by

appointment by the President with the approval of the Board of Directors.

SECTION 5. Recall of Officers

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

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

SECTION 6. Bonding

The Board of Directors may require bonding of any Board member 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 meeting 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 members present shall constitute a quorum;
- C. A special meeting may be called by the President or by four or more members of the Board of Directors;
- D. A simple majority of members shall constitute a quorum of the Board of Directors. In the absence of a quorum, the Board shall transact no business;
- E. Cumulative, proxy and fractional votes shall not be permitted;
- 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 officer or 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 officers and Board members shall be selected by the Nominating Committee and submitted to the Board of Directors at the April Board meeting; the Board of Directors will schedule an election or take other action as needed to meet occurring vacancies.

SECTION 2. Elections and Installations

- A. Elections of officers and Board members shall be in May of each year;
- B. Installation of officers and Board members shall take place at the June meeting of the general membership and they shall assume the responsibility of their office at the next scheduled meeting of the Board of Directors;
- C. Officers and Board members shall serve for a period of two (2) years or as identified in the description of their duties;
- D. The term of office of the retired employees' elected representative to the San Joaquin County Employees' Retirement Board shall be determined by the "37 Act Retirement Law.

ARTICLE VI
MISCELLANEOUS

SECTION 1. Fiscal Year

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

SECTION 2. Bylaws

These Bylaws may be amended by a two-thirds vote at any regular or special meeting of the general membership providing written notice of the intent and purpose of the amendment 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 are adopted.