

**COALITION CONSTITUTION OF THE NEW YORK STATE UNITED TEACHER
RETIREES OF WESTERN NEW YORK
REVISED DRAFT JULY 12, 2021**

I. NAME

This organization is a coalition of New York State United Teachers (NYSUT) Retiree Councils 1, 2, and 3, and shall be known as NYSUT Retirees of Western New York (WNY).

II. AFFILIATIONS

- A. This organization shall be affiliated with NYSUT and its local, state and national affiliates (e. g. AFT, AFL-CIO, ARA, NEA, etc.)
- B. Local affiliates shall include Retiree Council (RC) 44 and may include other affiliates such as the United University Professions (UUP).

III. MISSION STATEMENT

- A. To promote the best interests and welfare of NYSUT and NYSUT Retirees and the aims and objectives of NYSUT and its national affiliates
- B. To advocate for NYSUT and NYSUT retirees at the local, state and national levels
- C. To form coalitions for the purpose of preserving and protecting union rights
- D. To educate and engage our members in the political arena as it pertains to our rights and protections
- E. To foster camaraderie in all our endeavors

IV. MEMBERSHIP

Membership in this Coalition shall be open to all retired employees who are members in good standing of NYSUT. Membership shall be obtained through membership in a local or where such membership is not available, the retiree shall be carried as a voting member of the RC.

V. PARTICIPATION FEE

The annual voluntary participation fee of this organization shall be set by the Board of Trustees.

VI. BOARD OF TRUSTEES

- A. The Board of Trustees shall be composed of twelve (12) NYSUT members **NOMINATED BY THE RC PRESIDENTS AND** elected by each RC (1, 2, and 3), as well as the delegates/alternates. RC 1, 2 and 3 shall be entitled to up to three (3) others who may replace members who are unable to attend Board activities. The maximum number of votes a RC can cast involving Board activities shall be twelve (12).

- B. Each Local Affiliate shall be entitled to two (2) members on the Board of Trustees. These members shall have the right to discuss and vote on all matters before the Board except those involving finances. The term of office shall be THREE (3) years, ending August 31st of an ELECTION year
- C. Duties of a Trustee shall be to
 - 1. attend meetings of the Board of Trustees
 - 2. approve the annual budget
 - 3. act on expenditures as may be required
 - 4. interpret the Coalition Constitution
 - 5. set the participation fee based on the recommendation of the Budget Committee
 - 6. perform all other duties as enumerated in this Constitution
- D. The Board of Trustees shall meet at least six (6) times during the fiscal year (September 1st through August 31st). Special meetings may be called by the President or by the petition of a majority of the Board of Trustees.
- E. A quorum of the Board of Trustees shall consist of ten (10) members, provided that there is representation from each RC.
- F. When a member of the Board of Trustees who is absent for four (4) consecutive board meetings, without notifications, the Coalition President will notify the appropriate RC president. The RC President will determine the member's intention to participate. If no response is received within thirty (30) days, the seat shall be declared vacant. Failure to attend at least four (4) board meetings during a full year, September 1st through August 31st, will result in that position being vacated.
- G. Members who have provided dedicated service on the Board of Trustees for at least ten (10) years and no longer serve in an active capacity, shall be eligible for an honorary board membership, subject to board approval. Honorary membership will entitle a person to attend board meetings in a nonvoting capacity.

VII. OFFICIERS OF NYSUT RETIREES OF WNY

The officers of NYSUT Retirees of WNY shall consist of President, First Vice-President, Second Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, and Assistant Treasurer, who shall be elected by the Board of Trustees.

- A. Duties of the Coalition President
 - 1. The Chief Executive Officer of NYSUT Retirees of WNY shall administer all affairs and execute all policies of the organization.
 - 2. He/She will preside at all meetings of the Board of Trustees and the general membership
 - 3. He/She will appoint and establish the function of all committees with the approval of the Board of Trustees

4. He/She will call regular and/or special meetings of the Board of Trustees and the general membership
 5. He/She will fulfill such other duties as the office requires and which are consistent with this Constitution
- B. Duties of the Vice-Presidents**
1. The First Vice-President shall assume the duties and responsibilities of the President in his/her absence and shall perform such other duties as the President may designate
 2. The Second Vice-President shall assume the duties and responsibilities of the President in his or her absence and the absence of the First Vice-President
- C. Duties of the Secretaries**
1. The Recording Secretary shall record the minutes of the Board of Trustees meetings and the General Membership meetings.
 2. The Corresponding Secretary shall respond to correspondence deemed necessary by the President and/or Board of Trustees
- D. Duties of the Treasurer**
1. The Treasurer shall perform those duties usual to that office and any such duties that may be required by the President and/or the Board of Trustees
 2. He/She will keep the financial records and file written monthly reports
 3. The Treasurer/Assistant Treasurer will submit a written report of the financial records of the Coalition for auditing at least every two (2) years
 4. The Treasurer shall be a member of the Budget Committee
- E. Duties of the Assistant Treasurer**
1. In the absence of the Treasurer, the Assistant Treasurer shall perform the duties of that office.
 2. The Assistant Treasurer shall chair the Budget Committee
 3. He/She shall keep a record of all the income and expenditures. These records will be available upon request of the President and/or the Board of Trustees
- F. Term of Office**
1. Duly elected officers will serve a THREE(3) year term from September 1st through August 31st
 2. Each officer shall remain in his/her office until a successor assumes that office
- G. Vacancies**
1. The Board of Trustees shall be notified immediately when an office vacancy occurs
 2. If the office of President becomes vacant, the First Vice-President shall assume the office of President, and the Second Vice-President shall become the First Vice-President

3. If any other office becomes vacant, it shall be filled by the President, with the approval of the Board of Trustees until the next regular election

VIII. NOMINATION AND ELECTION OF COALITION OFFICERS

A. Nominations

1. No member shall hold more than one (1) office of the Coalition at the same time
2. An election committee composed of four (4) Board of Trustee members, representing each RC and Local Affiliates, shall be appointed in MARCH of an election year (even numbered years)
3. Nominations for the officers of the Coalition shall be presented at the MAY meeting of the Board of Trustees
4. Nominations from the floor also shall be accepted at the May meeting

B. Elections

1. The election shall be by secret ballot at the JUNE meeting of the Board of Trustees
2. The Recording Secretary shall preserve all election records, including ballots, for a period of one (1) year
3. Candidates shall be advised of election results within twenty-four (24) hours
4. Election results shall be published in a subsequent newsletter

IX. FINANCIAL HOLDINGS

Assets and revenues held in the Coalition treasury shall, in fact, be the property of Retiree Councils 1, 2, and 3. The value of such assets shall be divided equally among the three councils.

X. AFT CONVENTION AND NYSUT RA

- A. Election of delegates to the AFT Convention and the NYSUT RA shall be conducted according to rules established in the Constitutions of RC 1, 2, and 3 and following the established guidelines of Landrum-Griffin
- B. The duly elected delegates and alternates to the NYSUT RA shall be recognized by the Coalition
- C. Resolutions recommended by the NYSUT Retirees of WNY shall be submitted by the Retiree Councils

XI. GENERAL MEMBERSHIP MEETINGS

- A. General membership meetings shall be held no fewer than two (2) times a year
- B. Meetings of the general membership may be called by any of the following
 1. the Coalition President
 2. a majority of the Board of Trustees, or
 3. a petition of 10% of the membership

- C. A quorum at the general membership meeting shall consist of the members present

XII. PROTECTION OF THE RIGHTS OF MEMBERS

- A. The organization shall show no discrimination toward any individual or group of individuals on the basis of SEX, RELIGION,COLOR, RACE, MARITAL STATUS, SEXUAL ORIENTATION, GENDER IDENTITY,, NATIONAL OR ETHNIC ORIGIN, AGE, DISABILITY, OR POLITICAL ACTIVITIES OR BELIEFS.
- B. Meetings of the Board of Trustees shall be open to any member in good standing on a nonvoting basis

XIII. AMENDMENTS

- A. An amendment to this Constitution may be proposed by a majority of the Board of Trustees
- B. A proposed amendment must be distributed to each member of the Board of Trustees through written communication at least fourteen (14) days before the ratification vote
- C. For an amendment to be ratified, a two-thirds (2/3) vote at a Board of Trustees meeting will be required

XIV. PARLIAMENTARY AUTHORITY

Meetings of all duly constituted bodies of the organization shall be governed by Robert's Rule of Order, Newly Revised, except as otherwise provided in this Constitution.

XV. ENABLING PROCEDURE

This Constitution shall

- A. become effective upon ratification by members in attendance at a meeting called for that purpose,
- B. be reviewed by the Board of Trustees at a date determined by the Board, but no later than two (2) years following the adoption, and
- C. shall be reviewed by the Board of Trustees at least every five (5) years, or at the request of a member of the Board of Trustees

Adopted: December 13, 1993

Amended: February 4, 1998

Revised: June 23, 2003

Ratified: October 14, 2003

Revised: November 13, 2006

Ratified: January 8, 2007

Revised: August 13, 2012?????

Ratified: ???

Revised: December 10, 2018
Ratified: February 11, 2019
Revised: July 12, 2021
Ratified: