



NEVADA ALLIANCE FOR RETIRED AMERICANS ~~CONSTITUTION AND~~ BYLAWS

Preamble

Section 1. Purpose: The primary purpose of this organization is to assist and encourage older persons to be active and effective citizens and participants in the economic, social, cultural and political life of their communities and nation.

It is our purpose to work to achieve equity for union retirees and other older and retired Americans, not at the expense of the general well-being, but to claim for the ages their fair share of the economy to which they have devoted their lives.

Goals: The Nevada Alliance for Retired Americans adopts ~~the ise Constitution~~ and Bylaws in pursuit of two enduring goals.

a. To be a truly democratic organization that is closed to none because of religion, race, creed, color, age, nation of origin, sex, citizenship, disability, or sexual orientation or preference or any other protected class defined by current laws; that operates openly and effectively in pursuit of its social and political purposes.

~~b.~~ To create a society in which we use our government, ~~the creature~~ ~~of us all~~, to promote a life of opportunity, of equity, and human b. dignity for all of our citizens.

COMMON INTENT: We are union and community based retirees (CAN), but none of us retired from citizenship. It is our common intent that the Nevada Alliance for Retired Americans shall find strength in unity to further our State's and Nation's progress toward the justice, the domestic tranquility and general welfare that our forebears sought when they adopted the Constitution of the United States and the Nevada Constitution.

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For these purposes we adopt the following articles as the ~~Constitution and~~ Bylaws of the Nevada Alliance for Retired Americans.

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~~CONSTITUTION AND~~ BYLAWS

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ARTICLE I

Section 1. This organization shall be known as the Nevada Alliance for Retired Americans and shall be hereafter referred to as “NARA”.

Section 2. This organization is incorporated under the laws of the State of Nevada as a non-partisan, non-profit corporation and enjoys non-profit, tax-exempt status ~~as an pursuant to International Revenue Service Code~~ IRS 501(c) (4).

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Section 3. This organization is an affiliate of the Alliance for Retired Americans, a Washington, DC Corporation, hereinafter referred to as “Alliance” and shall function in accordance with ~~Constitution and~~ Bylaws of the ~~Corporation~~ Alliance.

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Section 4. This organization shall be affiliated at all times with the national Alliance, as a condition of maintaining its charter it must use the name “Alliance for Retired Americans” as agreed between NARA and the Alliance, The Nevada Alliance and its logo is owned exclusively by the national Alliance.

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ARTICLE II OBJECTIVES AND PRINCIPLES

Section 1. To advocate and promote the interest, well being, cultural, civic, educational, social, economic opportunities and welfare of union and community based retirees.

Section 2. To sponsor, endorse, advocate and promulgate Federal, State, County and Municipal laws and statutes beneficial to retired older Americans.

Section 3. To assist, aid and help union and community based retirees to obtain the benefits available to them: financial, medical and educational by reason of any Federal, State, County and Municipal laws, statutes and regulations.

Section 4. To promote, advocate and encourage the formation of union and community based retirees ~~es e affiliated chapters~~ -throughout the State of Nevada.

ARTICLE III

ORGANIZATION MEMBERSHIP, DUES-FEES AND CHARTER

Section 1. Membership (affiliation) in NARA shall be open to any organization within the State that has at least 15 members, and which supports the purposes of NARA (as set forth in Article II of these Bylaws). ~~The NARA Board of Directors shall have the authority to grant exceptions the membership minimum for good cause.~~ Nevada residents who join the national Alliance shall also be a members of a chapter NARA of NARA. There is no provision for individual membership.

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Section 2. Spouses of members in good standing with the Alliance may participate from their affiliate chapter as a candidate for office and/or a voting member at the NARA convention.

Section 3. Membership Affiliation Dues will be established ~~by by the Board of Directors with approval by~~ the Alliance in accordance with their bylaws ~~and constitution.~~

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Section 4. Charter. An organization that seeks to affiliate with NARA must apply to NARA for a charter. NARA will develop criteria and procedures with the national Alliance for issuing, maintaining, and revoking charters that affiliate the organization with both NARA and the Alliance. There will be no separate charters issued by NARA and the Alliance.

ARTICLE IV OFFICER ELECTION PROCEDURES

Section 1. Candidates for an office of NARA must also be members in good standing with the Alliance and in accordance with the provisions of Article III, Section 1. All candidates must be registered delegates at the convention and must pay the registration fees. All NARA terms of office will be for two-three years. A candidate must be a resident of the State of Nevada ninety days prior to the election. No candidate may run for more than one NARA Leadership office. It is the responsibility of each proposed candidate to verify if the Election Committee has received their nomination after submission.

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Section 2. Pertaining to the offices of the of the President, Recording Secretary and Treasurer, no two officers shall be from the same union and at least one officer must come from a community based chapter. These three officers will be designated as the Executive Board Leadership.

Section 3. ~~Three Trustees will be elected in and a Sergeant At Arms. No limitations for these offices other than compliance with Section 1, above. At least one trustee may have an accounting or bookkeeping background.~~

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Section 4. A Parliamentarian and a Sergeant-At-Arms, appointed at the convention or as needed, No limitations for these offices other than compliance with Section 1, above.

Section 4.5. A Vice President elected f from each Nevada AFL-CIO affiliate International Union or NV Central Labor Body, with a paid affiliation with NARA ~~and~~ Tthe Nevada State AFL-CIO Executive Secretary-Treasurer elected from the Nevada State AFL-CIO convention. who have paid their required Alliance affiliation dues.

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~~(a) One community Vice President elected from all community based chapters, who have paid their required Alliance affiliation dues.~~

~~(b) All of the above mentioned elected Vice Presidents and AFL-CIO Executive Secretary-Treasurer Officer's, election results will be submitted by their organizations to the the President for announcement to the Board of Directors and members, Nominating & Election Committee for tabulation and Convention Delegates approval (no later than ten days prior to the convention).~~

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Each appointed Vice President's union or organization may appoint an alternate to serve on the Nevada Alliance of Board of Directors when needed.

(a) Two (2) CAN Vice Presidents will be elected from their caucus as follows: one from the Northern Nevada Alliance affiliated chapters of the state, one from the Southern Nevada Alliance Affiliated Chapters of the State. Additional Vice Presidents can be elected if a Chapter has 251 or more members and the chapters Affiliation Fee are paid current.

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Section 6. An Executive Vice President, to be the successor of the President or to serve in his absence, vetted and approved from and by the Board of Directors and who has the financial backing and approval of their union or organization.

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Section 5,6 7 These eElections procedures will be democratic with a secret ballot election, conducted by the Nominating and Election Committee for all candidates of the above-mentioned officers except the Executive Vice President, who shall be appointed by NARA Board of Directors. Vice, Vice Presidents, appointed by their respective paid NARA affiliated organizations, s and the Nevada State AFL-CIO Executive Secretary-Treasurer.

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(a) The Election Committee will pull names of candidates out of the ballot box (hat,etc.) for position on the ballot.

(b) The Election Committee will have printed enough ballots for the Convention Delegates. The printed ballots will be marked in sequel numbers and the Election Committee will request from the printed a receipt of the total ballots printed.

(c) Members in good standing that have paid the required delegate registration fee will be given a ballot. Each delegate will be required to sign a roster when they receive their ballot.

(d) All delegates' names will be checked off on the master NARAAlliance (up-to-date) membership list along with the delegation registration list.

(e) A sealed election box will be provided.

(f) The ~~NARA~~ Board of Directors members will establish an opening polling time and closing time.

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(g) The Election Committee will count the ballots. (~~Each~~ ~~candidate~~ ~~Candidate~~ may ~~have a~~ be nominated or placed on the ballot ~~challenger~~ by ~~notifying~~ ~~notifying in writing the Candidate, their~~ qualifications or desire for the office to the Election Committee ten days prior to the election.) The Election Committee will count ballots and conduct the election by reporting the number of ballots cast for each candidate. They will also report on ballots voided, ~~ballots duplicated,~~ ballots missing, ~~ballots and ballots~~ unused and balance the same. The Election Committee will make a report of the election outcome to the Convention Delegates for their action.

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~~If there are no challengers the Candidate will be elected by acclamation~~

ARTICLE V OFFICERS AND DUTIES

The Officers shall perform the duties prescribed by ~~these is Constitution and~~ Bylaws.

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Section 1. President. The President shall preside at all meetings of the NARA Board of Directors, and at the Convention. In addition, the President shall be responsible for the following:

- (a) Present at each Convention a report of the condition of the NARA, its accomplishments and activities.
- (b) Cause to be called regular and special meeting of the ~~NARA~~ Board of Directors in accordance with provisions of the Bylaws.
- (c) Have general control of the business of ~~NARA~~ subject to the direction of the ~~NARA~~ Board of Directors ~~and shall help create, maintain and implement a standard of working policy and procedure manuals.~~
- (d) Appoint and remove, employ, and discharge and fix compensation of all agents, employees, and clerks of NARA, other than its duly elected officers, subject to the approval of the NARA Board of Directors.

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(e) Sign and make all contracts and agreements in the name of NARA, with the approval of the NARA Board of Directors.

(f) Co-sign all notes, drafts, or bills of exchange, vouchers or other ~~orders~~ ~~for orders for~~ payment of the money drawn by the Treasurer over \$100.00. As a matter of convenience the President, with the approval of the NARA Board of Directors may designate (in addition to the Treasurer as a provided herein) a co-signer of the checks, drafts and vouchers.

(g) Enforce the Bylaws ~~and State Constitution~~ and perform all ~~duties~~ ~~incident~~ ~~duties~~ ~~to~~ incidental to the position and officers, and which are required by law.

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(h) The president shall be a member ex-officio of all committees except the Nominating and Elections Committee.

~~(i) Appoint a Parliamentarian immediately upon calling the convention to order. Shall represent NARA in all official matters, nominate the Registered NARA Nevada Lobbyist to the Board of Directors for confirmation and maintain a favorable working relationship with the Nevada AFL-CIO, issue any NARA call to actions, act on dissolution of any chapters who have unpaid fees that the Treasurer cannot collect.~~

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Section 2. Executive Vice President shall assume the President's duties if the President is incapacitated and will assume the position if the President relinquishes his duties before the expiration of the current term, or by a confidence challenge at a convention or a 75% vote of the Board of Directors. NARA Executive Vice President shall serve as the Chair of the Member and Organizing Committee to expand and maintain NARA's membership goals

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~~Section 23. Vice Presidents shall assist the President and (by majority vote) shall assume the duties of the President should the President be unable to continue the work of the office on a temporary or permanent basis, assist the organization in membership growth and maintenance, for newly retired members from their respective union or within other organizations by attending Active Unit Meetings, their respective Chapter meetings on a regular basis and similar functions, sharing information via email or presentation on the information from the Alliance and NARA, actively participate in fund development, attend 75% of Board of Directors meetings and, teleconferences.~~

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Section 34. Recording Secretary shall keep the minutes of the meeting, of the convention, ~~executive and Board of Directors~~, and committee in appropriate books, handle all correspondence and keep an accurate record of the membership and their addresses. This office shall give and record the membership and their addresses. This office shall serve all notices of meeting of NARA, and shall be custodian of the records.

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Section 45. Treasurer shall have care and custody of and be responsible for all the funds and securities of ~~the~~ NARA and deposit all such funds in the name of ~~the~~ NARA in such bank or banks as ~~the~~ NARA Board of Directors may designate. The Treasurer shall co-sign with the President and endorse, in the name of the NARA, all checks, drafts, and vouchers over \$100.00. ~~Vouchers- Expense forms or invoices~~ shall be issued to the Treasurer ~~made out by the Recording Secretary~~ and approved by signature ed by the President. The Treasurer shall render a statement of the condition of the finances of NARA monthly to the President and quarterly to the at each meeting of the NARA Board of Directors and at such other times and shall be required to give a full ~~financial~~ annual financial report at each NARA Convention.

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(a) The Treasurer shall keep, at ~~the NARA's office~~ office or prior agreed upon place by the President, of of the NARA, ~~timely and accurate correct~~ books of account of all its business and transactions and other books of account as the NARA Board of Directors may require and convert to an electronic recording application with backup provided to the President for safe keeping.

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(b) The Treasurer ~~should~~ possess an accounting and/or bookkeeping background and work experience and, if ~~required- approved~~ by the NARA Board of Directors, ~~give to NARA such a security for~~ bond for the faithful performance and discharge of duties as the NARA Board of Directors may ~~be purchased by NARA direct and shall do and~~ for performance of all duties pertaining to the office of the Treasurer.

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(c) The Treasurer shall submit a budget to the Board of Directors for approval thirty (30) days after the end of the calendar year with recommendations for Affiliation and/or membership fees, monthly accounting of unpaid fees to the President and collection of same.

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The Treasurer will recommend dissolution of any chapters who are unresponsive or have unpaid fees past 90 days that the Treasurer cannot collect.

~~(b)(d)~~ _____

Section 56. Trustee. The Trustee's shall have general supervision over all funds and property of NARA. They shall audit, or cause to be audited, the records of the financial offices of the NARA annually by the month of March and when there is a change in Treasurer or President. In the event the books are not received for audit as required by the Trustee's the NARA Trustee's will make a report to the NARA Board of Directors.

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Section 67. Sergeant at Arms. It shall be the duty of the Sergeant at Arms to introduce all new members and visitors and to assist the President in preserving order when called upon to do so. Also, will perform such other assigned duties.

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Section 78. Parliamentarian: It shall be the duty of the Parliamentarian to assist the President in making rulings consistent with ~~these Constitution and the~~ Bylaws and Roberts Rules of Order, newly revised. The Parliamentarian shall act as time keeper when necessary.

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Section 89. Officer Meeting Requirements: Failure of any Officer to attend two consecutive meetings of the NARA Board of Directors may be considered grounds for replacement ~~(unless such)~~ member, by a notice to the President or Recording Secretary prior to the meeting, is properly excused.

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Section 9 10. Property Return Requirements: All elected officers of ~~the~~ NARA at the completion ~~ing~~ of their duties or term, will turn over all papers, documents, funds and/or other NARA property to ~~the properly constituted officers~~ NARA's Treasurer or Recoding Secretary.

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Section 11. NARA Secretary and/or Treasurer shall permit any member of the Board of Directors or his or her duly authorized representative, and the Secretary-Treasurer of the national Alliance or his or her duly authorized representative, to inspect all books and records of the Nevada Alliance for any proper purpose at a reasonable time at NARA's designated office.

Section 12. Any action required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting via a poll, provided that all NARA Board members are notified, consents verbally or in writing and set forth in the

same writing the action or decision taken or made. The results will be shared with the Board at conclusion. Consent in writing or verbally shall have the same force and effect as a unanimous vote, and may be described as such in any document executed by or on behalf of the Nevada Alliance.

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Section 13. Tele-conferencing

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One or more board members may participate in a meeting of the Board of Directors, by means of a conference telephone or similar communications equipment through which all members participating in the meeting can speak and hear each other at the same time. Participation by such means shall constitute presence in person at the meeting.

Section 14. Compensation

Members of the Board of Directors shall serve without compensation, but may be reimbursed for any expenses incurred on behalf of the organization with pre-approval.

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Section 15. Executive Director

The Executive Board may appoint an Executive Director and set his or her compensation. The Executive Director may be removed by the Executive Board. The Executive Director shall run the day-to-day affairs of the Alliance, including, but not limited to, hiring and firing employees, submitting an annual budget to the Board of Directors and overseeing NARA's programs and operations

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Section 16 NARA Lobbyist

A NARA Registered Lobbyist, whether paid or unpaid, with the Nevada Legislative Council, must be appointed by the President and approved by the Board of Directors. If no approval is obtained for registration under NARA, then the President is to request the lobbyist name be removed as a lobbyist for NARA from the Nevada Legislative Bureau Council and the badge returned.

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ARTICLE VI NARA BOARD OF DIRECTORS

Section 1. The NARA Board of Directors shall consist of the officers elected from the NARA ~~conventions~~ conventions or appointed by their respective organizations.

Section 2. The NARA Board of Directors shall meet a minimum of two times a year at such time and place as they designate, in person, by teleconference, video conference or any other electronic format available. Voting and nomination may be conducted via electronic or phone poll. A majority of officers may request the President to call a special meeting of the NARA Board of Directors to be convened within thirty days of such request.

Section 3. The ~~NARA~~ Board of Directors shall have the control and management of the affairs and business of NARA. Such ~~NARA~~ Board of Directors shall, in all cases, act as the governing board, regularly convened by a majority, and they shall adopt such rules and regulation for the conduct of their meetings and the management of NARA, as they may deem proper, not inconsistent with these Bylaws and the Constitution and the Laws of the State of Nevada.

Section 4. Vacancies: The Board shall have the authority to fill and/or combine the Secretary and (Treasurer whenever appropriate) offices should they become vacant. The vacancies of any elected officers shall be filled for the unexpired portion of the vacated term by a majority vote of the remaining NARA Board of Directors members at any meeting of the Board of Directors.

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Section 5. Voting shall be one person/one vote and include the ability to vote with electronically via email when addressed to the entire board, -no absentee or proxy voting.

Section 6. The quorum for voting at the meetings of the NARA Board of Directors shall be forty percent of the Board of Directors.

ARTICLE VII CONVENTION

Section 1. A Convention shall be held every ~~two-three~~ years for the purpose of receiving the reports of the NARA Board of Directors and Committees of NARA that may be made, and such other matters as the NARA Board of Directors shall

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determine. The time and place for the convention meetings shall be fixed and decided by the NARA Board of Directors.

Section 2. All delegates must be members in good standing with ~~the NARA Alliance~~ and the Alliance, and ~~will~~ be required to pay the NARA registration fee. The NARA Board of Directors will ~~approve, determine~~ the registration fee.

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Section 3. Fifty percent of eligible, attending delegates shall constitute a quorum for the transaction of business and voting.

Section 4. Each Officer and Member of the NARA Board of Directors present and with paid registration at the convention shall be delegates to the Convention and each shall be entitled to one vote on all matters that come before the ~~Convention. Convention.~~

Section 5. Members wishing to be ~~nominated~~ nominated or considered for any NARA office shall be a member of an affiliated chapter and must submit in writing or electronic submission the office they seek with their qualifications. ~~Other members in good standing may nominate an individual for a NARA office as long as the nominee is also in good standing as a member of NARA.~~ The Nominating and Election Committee must receive such request ten days prior to Convention.

Section 6. The Convention Delegates shall elect from eligible members who submitted their request in writing to the Nominating and Election Committee.

Section 7. Installation of officers: The newly elected officers shall be installed into office prior to the close of the Convention by taking the oath of office as stated below and administered by the person designated by the President to perform the installation ceremony: "I (give name) do hereby pledge myself to faithfully perform the duties of the office to which I am elected, to the best of my ability, and for the benefits and honor of NARA and the Alliance."

Section 8. Resolutions:

- a. A resolution for ~~a~~ consideration by the convention:
 1. Must be approved at a regular affiliate meeting prior to the affiliate submitting the resolution to the NARA Board of Directors.
 2. Must be delivered to the Recording Secretary, in duplicate, not less than forty-five (45) calendar days prior to the convening of the NARA Convention

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3. May be submitted by the Chairman of a NARA Standing Committee to which the Resolution pertains. The Chairman of said Standing Committee must deliver the resolution to the Recording Secretary not less than thirty (30) calendar days prior to the convening of the NARA Convention.
4. The form of a resolution is not prescribed, however it should contain, as a minimum, the recited reasons for the resolution ("whereas") and the final, governing language of the resolution ("therefore be it resolved").
5. A resolution submitted for consideration at a NARA convention must not be frivolous, arbitrary or capricious. If the NARA President deems a resolution as such, the president shall put the acceptance or rejection of said resolution to the vote of the convention delegates. A two-thirds (2/3) majority of the delegates is required to accept a resolution the President deems as frivolous, arbitrary or capricious.

(b) A resolution which would require the expenditure of NARA funds must include a cost schedule or fiscal note and be reviewed by the Treasurer and President prior to submittal-. The resolution should also cite the appropriate budget item from which said expenditure is to be made.

ARTICLE VIII SUSPENSION AND REMOVAL

Section 1. Any officer of the NARA Board of Directors or Delegate representing NARA as defined or provided for in these Bylaws that may take any action that violates the oath of and/or these Bylaws or to embarrass or discredit NARA may be suspended from office and/or membership of NARA for any period up to one year by a two-thirds majority vote of the NARA Board of Directors and may be removed from office and/or membership by a majority vote of those delegates present and voting at a Convention of NARA.

Section 2. Any officer of the NARA Board of Directors or Delegate representing NARA as defined or provided for in these Bylaws, subject to action leading to suspension or removal from office or membership, shall have the right of due process and shall be presented with a bill of particulars and shall have the opportunity to prepare a defense and to secure counsel. Such counsel shall be at the expense of the affected officer, member of the NARA Board of Directors.

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ARTICLE IX STANDING COMMITTEES

Section 1. The President, with the approval of the NARA Board of Directors, shall appoint the following Committees and Chairs with annual goals and timelines:

- Membership and Organization
- Finance
- Legislation
- ~~Constitution and~~ Bylaws and Resolution
- Nominating and Election Committee
- ~~Resolution Committee~~
- Women's Committee

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Section 2. The President shall appoint such other committees as may be ~~directed~~ necessary and approved by the NARA Board of Directors.

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Section 3. There shall be a minimum of three members on a committee.

ARTICLE X MEMBERSHIP AFFILIATION FEES

Section 1. Each Alliance chapter who obtains a charter from NARA will be given all rights in accordance with these Bylaws, provide they meet the required affiliation fees.

Section 2. An organization that holds a charter from NARA must pay an annual affiliation fee set forth in Section 3 below in order to maintain its membership.

The NARA Board of Directors shall determine ~~as necessary and periodically revise with a recommendation from the Treasurer~~ as necessary, different levels of affiliation fees, thereby establishing a sliding scale of fees based on the number of individuals who belong to the chartered organization. The annual affiliation fees shall be paid no later than each ~~the first week of~~ January.

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Section 3. Fee Schedule.

No. of Members	Annual Fee	No. of Members	Annual Fee
15- 25 members	\$10	251- 350 members	\$100
26- 50 members	\$20	351- 500 members	\$150
51- 75 members	\$30	501- 750 members	\$200
76- 100 members	\$40	751- 1,000 members	\$250
101- 250 members	\$50	1,001- 2,500 members	\$300
		2,501 or more members	\$350

15- 50	Members	\$ 5 <u>30</u> Annual membership fees
51- 100	Members	\$ 10 <u>50</u> Annual membership fees
101- 250	Members	\$ 250 <u>75</u> Annual membership fees
251- 500	Members	\$ 500 <u>100</u> Annual membership fees
501-2500	Members	\$ 800 <u>150</u> Annual membership fees
2501-or more	Members	\$ 1000 <u>300</u> Annual membership fees
<u>Special Memberships</u>		
<u>Associate</u>		<u>\$ 250-\$1999.00</u>
<u>Supporting</u>		<u>\$2000-2999.00</u>
Contributing	Members	\$1 3000- \$4999
Sustaining	Members	\$5000 <u>or more</u>

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Nevada Alliance Sustaining Membership. Organizations that wish to become Sustaining Members of the Nevada Alliance shall pay \$5000 or more per year. Organizations affiliating as Sustaining membership shall be entitled to an additional Vice President seat on the Board. ~~Each Organization shall appoint a member and an alternate to serve on the Nevada Alliance of Board of Directors.~~ (Wisconsin Verbiage)

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ARTICLE XI AMENDMENTS

Section 1. ~~These Bylaws may be amended by a two thirds (2/3) majority of the Convention Delegates present and voting, provided that such thirty (30) days prior to the convening of that Convention and that the majority of said Bylaws Committee has voted to report such change to the NARA Board of Directors.~~ The Board may alter or amend these Bylaws or the Articles of Incorporation, or adopt new Bylaws or Articles of Incorporation, at any meeting of the Board by a vote of a majority of the Board members in office, if at least ten days written notice is given of the intention to take such action at such meeting.

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ARTICLE XII RULES OF ORDER

Section 1. All meetings of the NARA Board of Directors shall be conducted in accordance with the revised Roberts' Rules of Order and governed by the ~~Constitution and~~ Bylaws of the organization.

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Section 2. Fiscal Year

~~The annual accounting period of NARA shall conform to that of the national Alliance.~~

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Section 3. Contracts

~~All contracts, notes or other evidences of indebtedness and leases of space for the Nevada Alliance shall be signed by the President or such other officer or officers or such other person or persons as the Executive Board may from time to time designate, in consultation with the President.~~

Section 4. Dissolution

~~Upon the termination or dissolution of NARA in any manner or for any reason, its assets, if any, remaining after payment (or provision for payment) of all liabilities of the corporation shall be distributed to, and only to, one or more charitable or social welfare organizations with a tax exemption under section 501(c) (3 or 4) of the Internal Revenue Code.~~

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President: _____ Date: _____

Recording Secretary: _____ Date _____



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