

**Retired Educators of New York / North Central Zone of The New York State Retired Teachers' Association, Inc.**

**BYLAWS Revised 2021, Amended 2021**

**Article I — Name**

The name of this organization shall be the Retired Educators of New York/North Central Zone (RENY/N CZ) of The New York State Retired Teachers' Association, Inc. (NYSRTA). It shall be referred to in these bylaws as "Zone" or "North Central Zone." NYSRTA may be referred to as the "Association."

**Article II — Objectives**

The objectives of the North Central Zone shall be those adopted by NYSRTA.

- To promote the economic, social, and professional status of the retired educators in the Zone.
- To afford opportunity for the expression and interchange of opinions on subjects of special interest to retired educators.
- To act in behalf of retired educators in matters involving their needs.
- To work for the advancement of education in the State and Nation.
- To promote the welfare of all senior citizens.

**Article III — Membership**

Members of the North Central Zone must be paid-up members of the NYSRTA.

Section 2. It shall be the policy of North Central Zone to pay the Association dues for each member age ninety and older.

Section 3. Criteria for membership are those set by The New York Retired Teachers' Association, Inc.

- There are two types of Zone membership: Annual and Life.
- Annual members pay dues based upon their anniversary year. A requisite of Annual membership is that dues be current.
- Life. Any member of the Association may become a Life member by paying the Life membership dues. A Life member is entitled to all privileges of membership of his/her classification.

There are three classes of membership: Educator, Associate and Spouse.

- Educator membership is open to all retired or active educators who indicate an interest in promoting the objectives of the Association.
- Associate membership in the Association is open to non-certified staff that work in, or are retired from, an educational institution. Associate members must indicate an interest in promoting the objectives of the Association. Associate Members, by paying Annual or Life membership dues, shall be entitled to all privileges of membership except the right to vote or to hold office at the Zone or State level.
- Spouse membership is open to persons not eligible to become a member in his/her own right but whose spouse is a member of former member, now deceased. Spouse members shall be entitled to all the privileges of membership except the right to vote or to hold office.

A person who has been convicted of a crime that would, under New York State Education Law, have barred him/her from holding State Education Department Certification as an Educator, whether or not he/she actually holds said certification, is not eligible to either become a member or

**Article X — Meetings**

Section 1. At least two regular membership meetings shall be held each year, one in June and one in September.

Section 2. The annual meeting of North Central Zone shall be held in September.

Section 3. The quorum for a Zone meeting shall be the number of Educator members who are present.

Section 4. The President may call special meetings. Notice must be given to the membership at least fifteen (15) calendar days before the date of the meeting. Notice may be accomplished through an announcement in area newspapers.

**Article XI — Rules of Order**

Rules contained in the most recent edition of "Robert's Rules of Order Newly Revised" shall govern the North Central Zone in all cases to which they are applicable and in which they are not inconsistent with the bylaws of The New York State Retired Teachers' Association and these bylaws.

**Article XII — Finances**

Section 1. The fiscal year of North Central Zone shall be July 1st to June 30th of the following calendar year.

Section 2. The Annual and Life Membership dues shall be determined by The New York State Retired Teachers' Association and shall be collected in accordance with the policies of the Association.

Section 3. The Executive Council is hereby authorized and empowered to create, maintain, and disburse funds and accounts for special purposes.

**Article XIII — Bylaws Revision/Amendments**

Section 1. A revision of or an amendment to the bylaws may be initiated by:

- The President.
- The Bylaws Committee Chair.
- A majority vote of the Executive Council.
- A petition signed by at least ten (10) Educator members and presented to the Executive Council.

Section 2. The Executive Council shall arrange for copies of proposed amendments to be printed and presented to the members of North Central Zone at least fifteen (15) calendar days prior to the meeting where an adoption vote will be taken.

Section 3. Adoption of an amendment or a revision shall require a favorable vote of at least two-thirds of the Educator members present and voting at a Zone membership meeting.

Section 4. Unless otherwise specified in the proposed amendment, the amendment shall become effective immediately upon its adoption.

**Section 16. The Travel and Leisure Committee shall consist of the chair, appointed by the President, and other members as necessary.**

The Chair shall:

- Serve as the Zone's representative on the NYSRTA Public Relations Committee.
- Coordinate the Zone's activities regarding the NYSRTA public relations program.
- Furnish Zone news for publication in YORK STATE.

Section 17. The Legislative Action Committee shall consist of the chair, appointed by the President, and additional members as necessary.

- Serve as the Zone's representative on the NYSRTA Legislative Action Committee.
- Serve as the coordinator of Zone activities related to NYSRTA's legislative program.
- Serve as the coordinator of local legislative activity.

Section 18. The Membership Committee shall consist of the chair, appointed by the President, and other members as necessary.

- Participate locally in activities related to both federal and state legislation.
- Keep members informed of the Association's stand on federal and state legislative matters.

Section 19. The Nominations Committee shall consist of the chair, appointed by the President, and other members as necessary.

- Participate locally in activities related to both federal and state legislative matters.

**Section 15. The Scholarship Committee shall consist of the chair, appointed by the President, and other members as necessary.**

The committee shall:

- Set goals for fundraising, criteria for applicants, judging applications received and determining awards accordingly.
- Determine the amount of each scholarship award and number of scholarships to be awarded annually.
- Provide the Executive Council with all information necessary to publicize awards.
- Manage the scholarship program and its underlying funding.
- Perform such other duties as the President may direct.

Section 16. The Travel and Leisure Committee shall consist of the chair, appointed by the President, and other members as necessary.

The Chair shall coordinate travel and leisure annual and

**Section 11. The Nominations Committee shall consist of the chair, appointed by the President. The chair shall:**

1. Serve as the Zone's representative on the NYSRTA

**Section 12. The Program Committee consists of the second Vice President, who shall serve as the chair, and other members as necessary.**

The committee shall:

- Arrange for the programs for the Zone meetings.
- Perform such other duties as the President may direct.

Section 13. The Public Relations Committee shall consist of the chair, appointed by the President, and other members as necessary.

The Chair shall:

- Serve as the Zone's representative on the NYSRTA Public Relations Committee.
- Coordinate the Zone's activities regarding the NYSRTA public relations program.
- Furnish Zone news for publication in YORK STATE.

Section 14. The Resolutions Committee shall consist of the chair, appointed by the President, and other members as necessary.

The Chair shall:

- Serve as the Zone's representative on the NYSRTA Resolutions Committee.
- Work closely with the NYSRTA Resolutions Committee.
- Solicit resolutions from the Zone members.
- Ensure that locally-generated resolutions comply with NYSRTA requirements and present them to the President for the Zone's approval.
- Send approved locally-generated resolutions to the NYSRTA Resolutions Committee Chair in a timely fashion.
- Present information received from the NYSRTA Resolutions Committee to the Executive Council and to the members at the Zone annual meeting.

The committee shall perform such other duties as the President may direct.

**Section 10. The Membership Committee shall consist of the chair, appointed by the President, and other members as necessary.**

The chair shall:

- Strive to obtain the names and addresses of all persons retiring from public and private schools and colleges in the Zone by:
  - Sending requests to the chief school officer for list of the prospective retirees for that year.
  - Establishing a contact person, preferably a recent retiree, for each school. This contact person should work to obtain the information and should also personally encourage membership.
- Invite each new retiree to join NYSRTA and North Central Zone.
- Maintain a list of known retirees who have not joined and periodically contact them in order to encourage and facilitate their joining.
- Actively encourage members to keep their dues paid up to date for the purpose of maintaining North Central Zone as a strong, integral part of NYSRTA.
- Perform such other duties as the President may direct.

**Section 9. The Legislative Action Committee shall consist of the chair, appointed by the President, and additional members as necessary.**

The chair shall:

- Participate locally in activities related to both federal and state legislation.
- Keep members informed of the Association's stand on federal and state legislative matters.

**Section 8. The Hospitality Committee shall consist of the chair, appointed by the President, and additional members as necessary.**

The committee shall:

- Report reservations to the staff of the meeting site.
- Greet members at the registration table.
- Turn collected monies over to the Treasurer.
- Perform such other duties as the President may direct.

Section 9. The Legislative Action Committee shall consist of the chair, appointed by the President, and additional members as necessary.

- Serve as the Zone's representative on the NYSRTA Legislative Action Committee.
- Serve as the coordinator of Zone activities related to NYSRTA's legislative program.
- Serve as the coordinator of local legislative activity.

Section 10. The Membership Committee shall consist of the chair, appointed by the President, and other members as necessary.

The chair shall:

- Participate locally in activities related to both federal and state legislation.
- Keep members informed of the Association's stand on federal and state legislative matters.

**Section 7. The History Committee shall consist of the chair, appointed by the President, and additional members as necessary.**

The committee shall:

- Collect, file and preserve records and photos which pertain to the establishment, growth, and development of North Central Zone.
- The Historian shall:
  - Serve as the Zone's representative on the NYSRTA History Committee.
  - Perform such other duties as the President may direct.

**Section 6. The History Committee shall consist of the chair, appointed by the President, and additional members as necessary.**

The committee shall:

- Collect, file and preserve records and photos which pertain to the establishment, growth, and development of North Central Zone.
- The Historian shall:
  - Serve as the Zone's representative on the NYSRTA History Committee.
  - Perform such other duties as the President may direct.

**Section 5. Assess new event interest especially from program presentations.**

Section 6. The History Committee shall consist of the chair, appointed by the President, and additional members as necessary.

- Collect, file and preserve records and photos which pertain to the establishment, growth, and development of North Central Zone.
- The Historian shall:
  - Serve as the Zone's representative on the NYSRTA History Committee.
  - Perform such other duties as the President may direct.

**Section 4. Assess new event interest especially from program presentations.**

Section 5. Assess new event interest especially from program presentations.

- Perform such other duties as the President may direct.

**Section 3. Offer, collect, and do actual travel and leisure itineraries.**

Section 4. Assess new event interest especially from program presentations.

- Perform such other duties as the President may direct.

**Section 2. The annual meeting of North Central Zone shall be held in September.**

Section 3. The quorum for a Zone meeting shall be the number of Educator members who are present.

Section 4. The President may call special meetings. Notice must be given to the membership at least fifteen (15) calendar days before the date of the meeting. Notice may be accomplished through an announcement in area newspapers.

**Section 1. At least two regular membership meetings shall be held each year, one in June and one in September.**

Section 2. The annual meeting of North Central Zone shall be held in September.

Section 3. The quorum for a Zone meeting shall be the number of Educator members who are present.

Section 4. The President may call special meetings. Notice must be given to the membership at least fifteen (15) calendar days before the date of the meeting. Notice may be accomplished through an announcement in area newspapers.

**Section 1. At least two regular membership meetings shall be held each year, one in June and one in September.**

Section 2. The annual meeting of North Central Zone shall be held in September.

Section 3. The quorum for a Zone meeting shall be the number of Educator members who are present.

Section 4. The President may call special meetings. Notice must be given to the membership at least fifteen (15) calendar days before the date of the meeting. Notice may be accomplished through an announcement in area newspapers.

**Section 1. A revision of or an amendment to the bylaws may be initiated by:**

The President.

The Bylaws Committee Chair.

A majority vote of the Executive Council.

A petition signed by at least ten (10) Educator members and presented to the Executive Council.

**Section 2. The Executive Council shall arrange for copies of proposed amendments to be printed and presented to the members of North Central Zone at least fifteen (15) calendar days prior to the meeting where an adoption vote will be taken.**

Section 3. Adoption of an amendment or a revision shall require a favorable vote of at least two-thirds of the Educator members present and voting at a Zone membership meeting.

Section 4. Unless otherwise specified in the proposed amendment, the amendment shall become effective immediately upon its adoption.

**Section 3. Criteria for membership are those set by The New York Retired Teachers' Association, Inc.**

There are two types of Zone membership: Annual and Life.

Annual members pay dues based upon their anniversary year. A requisite of Annual membership is that dues be current.

Life. Any member of the Association may become a Life member by paying the Life membership dues. A Life member is entitled to all privileges of membership of his/her classification.

There are three classes of membership: Educator, Associate and Spouse.

Educator membership is open to all retired or active educators who indicate an interest in promoting the objectives of the Association.

Associate membership in the Association is open to non-certified staff that work in, or are retired from, an educational institution. Associate members must indicate an interest in promoting the objectives of the Association. Associate Members, by paying Annual or Life membership dues, shall be entitled to all privileges of membership except the right to vote or to hold office at the Zone or State level.

Spouse membership is open to persons not eligible to become a member in his/her own right but whose spouse is a member of former member, now deceased. Spouse members shall be entitled to all the privileges of membership except the right to vote or to hold office.

A person who has been convicted of a crime that would, under New York State Education Law, have barred him/her from holding State Education Department Certification as an Educator, whether or not he/she actually holds said certification, is not eligible to either become a member or

to continue to hold any kind of membership in NYSRTA.

**Article IV — Structure**

**Section 1. Governance.** North Central Zone, comprising Jefferson and Lewis counties, shall be governed by its officially adopted bylaws and, in those instances not covered by its bylaws, by the bylaws of NYSRTA. In circumstances where inconsistency between the two sets of bylaws may appear, the bylaws of the NYSRTA shall govern.

**Section 2. Electronic Meetings.** In accordance with NYSTRA Bylaws, the NCZ Executive Council and Standing and Special Committees may conduct electronic meetings to carry out their duties. Electronic meetings must provide an opportunity for simultaneous aural communication among all in attendance.

**Section 3. Units.** North Central Zone shall recognize subdivisions within its geographical area which choose to organize as local NYSRTA units and to conform to the bylaws of the Zone.

**Section 1a.** The elected officers of the Zone shall be as follows:

a. President  
b. First Vice President  
c. Second Vice President  
d. Secretary  
e. Treasurer

**Section 1b.** The Assistant Treasurer shall be appointed by the President.

**Section 2.** The officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Association. They shall have such additional powers and duties as may be from time to time assigned by the President.

**Section 3.** The elected officers shall serve as chair of a committee at the President's direction but with only one vote on the Executive Council.

**Section 4.** The President shall:

a. Preside at all meetings of North Central Zone and the Executive Council  
b. Represent North Central Zone at all Executive Board meetings and special meetings called by NYSRTA.  
c. Appoint:  
(1) The Assistant Treasurer;  
(2) Chairs of Standing and Special Committees except for those otherwise provided for in these bylaws as well as all members of the Nominations Committee and the Scholarship Committee.  
(3) Delegates to the Annual Meeting of NYSRTA.  
(4) Zone representatives to NYSRTA committees when requested by the Association.  
d. Be an ex-officio member of all committees except Audit and Nominations.  
e. Call meetings of the Executive Council as the business of North Central Zone requires.

f. Perform any other duties which are not assigned to other officers or committees as may be necessary to discharge properly the function of this office.

**Section 5.** The First Vice President shall:

a. Perform the duties of the President when that person so requests or is unable to act.  
b. Serve as chair of Finance and Budget Committee.  
c. Serve as chair of a committee at the President's direction but with only one vote on the Executive Council.  
d. Perform such other duties as the President may direct.

**Section 6.** The Second Vice President shall:

a. Perform all the duties of the First Vice President in the

absence of that person.  
b. Serve as chair of the Program Committee.  
c. Serve as chair of a committee at the President's direction but with only one vote on the Executive Council.  
d. Perform such other duties as the President may direct.

**Section 7.** The Secretary shall:

a. Record the proceedings of North Central Zone, the Executive Council, and special meetings called by the President.  
b. Furnish a copy of the minutes within 30 days to the President and other members of the Executive Council.  
c. Receive and send correspondence related to the business of the organization.  
d. Serve as chair of a committee at the President's direction but with only one vote on the Executive Council.  
e. Perform such other duties as the President may direct.

**Section 8.** The Treasurer shall:

a. Keep an accurate record of all monies received and disbursed.  
b. Deposit monies received in financial institutions approved by the Executive Council.  
c. Pay bills of North Central Zone as approved by the President.  
d. Serve as a member of the Finance and Budget Committee.  
e. Render a financial report showing all balances, receipts, and disbursements of North Central Zone at the annual business meeting and at such other times as requested by the President or Executive Council.  
f. Serve as chair of a committee at the President's direction but with only one vote on the Executive Council.  
g. Perform such other duties as pertain to the office or may be assigned by the President.

**Section 9.** The Assistant Treasurer is appointed by the President. The normal term of office of the Assistant Treasurer shall conform to that of the elected officers and be subject to the same rules in force for the office of Treasurer. The Assistant Treasurer shall:

a. Serve as a member of the Finance and Budget Committee.  
b. Become familiar with the financial operations of the Zone as conducted by the Treasurer, and assist the Treasurer by performing such duties as the Treasurer may assign or request.  
c. Be prepared to assume the duties and responsibilities of the Treasurer in the event of absence, incapacity or inability of the Treasurer and to do so if requested by the Treasurer or directed by the President. He/she shall serve in that role until such time as the President determines that the Treasurer can resume his/her duties, or until the next regularly elected Treasurer takes office.  
d. Serve as chair of a committee at the President's direction but with only one vote on the Executive Council.  
e. Perform such other duties as the President may direct.

**Article VI — Election and Terms of Office**

**Section 1.** The Nominations Committee shall prepare a slate of officers to be presented at the annual meeting. Nominations may be made from the floor.

**Section 2.** Elections shall be held at the annual meeting of North Central Zone. Only Educator members shall be eligible to vote. Voting shall be by voice or show of hands unless there are two or more candidates nominated for the same office. In that case, voting shall be by ballot.

**Section 3.** The elected officers shall hold office for a term of one year. Elected officers are limited to not more than three (3) consecutive terms except for the Secretary and the

250 Treasurer, the number of whose terms are not limited.  
251 **Section 2.** The Bylaws committee shall consist of the chair,  
252 appointed by the President, and other members as necessary.  
253 a. The committee shall:  
254 (1) Ensure that the President and Executive Council are  
255 aware of any instance of violation or potential violation  
256 of these bylaws.  
257 (2) Work to have the Zone bylaws amended as necessary  
258 for the proper functioning of the Zone as determined  
259 by the President or the Executive Council.  
260 (3) Ensure that the Zone bylaws are kept current with  
261 changes made in the NYSRTA Bylaws.  
262 (4) Perform such other duties as the President may direct.  
263 b. The chair shall present to the Zone members all proposed  
264 amendments to the bylaws of the Zone and assist the  
265 President in dealing with the Zone's response to proposed  
266 amendments to the NYSRTA bylaws.

**Section 3.** The Community Service Committee shall consist  
267 of the chair, appointed by the President, and other members  
268 as necessary. The function of this committee shall be to carry  
269 out the Zone's participation in the NYSRTA community service  
270 program.  
271 a. The chair shall:  
272 (1) Serve as the Zone's representative on the NYSRTA  
273 Community Service Committee.  
274 (2) Serve as the coordinator of Zone activities related to  
275 community service.  
276 b. The committee shall perform such other duties as the  
277 President may direct.

**Section 4.** The Finance and Budget Committee shall consist  
278 of the President, First Vice President, Treasurer, Assistant  
279 Treasurer and two members appointed by the President. The  
280 Both counties shall be represented on this committee. The  
281 First Vice President shall serve as chair. The committee shall:  
282 a. Prepare a budget showing estimated balances, receipts,  
283 and expenditures of North Central Zone for the ensuing  
284 year.  
285 b. Present this budget for approval at a Zone meeting.  
286 c. Perform such other duties as the President may direct.

**Section 5.** The Friendly Service Committee shall consist of  
287 the chair appointed by the President and members, who are  
288 known as "key workers," as necessary to serve members in the  
289 various areas of the Zone.  
290 The function of NYSRTA's Friendly Service program is to help  
291 ensure a good quality of life for elderly and house-bound  
292 members. This may be accomplished through financial  
293 assistance or by personal contact through cards, phone calls  
294 and visits. The chair shall:  
295 a. Serve as the Zone's representative on the NYSRTA Friendly  
296 Service Committee.  
297 b. Coordinate the Zone's work in the mission of the NYSRTA  
298 Friendly Service program.  
299 c. Report services rendered to the NYSRTA Vice President in  
300 charge of Friendly Services.  
301 d. Report changes in address and deaths of Zone members to  
302 the Association office.  
303 e. Raise awareness of financial assistance that is available  
304 to members through the various grant programs of the  
305 Association.  
306 f. Perform such other duties as the President may direct.

**Section 6.** The Health Care Committee shall consist of the  
307 chair, known as the Coordinator, appointed by the President,  
308 and additional members as necessary. The Coordinator shall:  
309 a. Serve as the Zone's representative on the NYSRTA Health  
310 Care Committee.  
311 b. Carry out the Zone's activities in furtherance of the NYSRTA

191 Treasurer, the number of whose terms are not limited.  
192 **Section 1.** The term of elected officers shall begin November  
193 1st and end October 31st of the following year, or until their  
194 successors are elected.  
195 **Article VII — Executive Council**  
196 **Section 1.** The Executive Council shall be composed of all  
197 officers, Chairs of all Standing Committees, and the immediate  
198 Past President. Each person, although he/she may hold dual  
199 role, shall have only one vote.  
200 **Section 2.** The Executive Council shall carry on the general  
201 business of North Central Zone under the direction of the  
202 President.  
203 **Section 3.** The Executive Council shall have the power to fill  
204 any vacancy that may occur in any office of the organization.  
205 **Section 4.** The Executive Council shall meet at least two times  
206 a year and any other time deemed necessary by the President  
207 or majority of the members of the Executive Council.  
208 **Section 5.** A majority of the Executive Council shall constitute  
209 a quorum.  
210 **Article VIII — Committees**  
211 **Section 1.** The Standing Committees of North Central Zone  
212 shall be:  
213 a. Audit  
214 i. Legislative Action  
215 j. Membership  
216 k. Community Service  
217 l. Nominations  
218 m. Finance and Budget  
219 n. Program  
220 o. Friendly Service  
221 p. Public Relations  
222 q. Health Care  
223 r. Resolutions  
224 s. History  
225 t. Scholarship  
226 u. Hospitality  
227 v. Travel and Leisure  
228 **Section 2.** Each standing committee shall consist of the chair  
229 and may have additional members, the number of which can  
230 vary according to the needs of the organization. The exception  
231 is those committees for which these bylaws provide specific  
232 composition. Each standing committee shall function until a  
233 committee to succeed it has been appointed.  
234 **Section 3.** Special Committees may be appointed by the  
235 President. Special committees shall continue to function until  
236 discharged by action of the President.  
237 **Article IX — Standing Committees**  
238 **Chair.** Unless otherwise required in these bylaws, the chair of  
239 each committee is appointed by the President.  
240 **Responsibility to NYSRTA.** The chair of certain standing  
241 committees shall serve as the Zone's representative on the  
242 corresponding NYSRTA committee.  
243 **Informing the zone membership.** Committee chairs shall  
244 prepare oral and written reports to the membership as  
245 directed by the President.  
246 **Section 1.** The Audit Committee shall consist of the chair and  
247 one member, each appointed by the President. Both counties  
248 shall be represented on this committee. The committee shall:  
249 a. Audit the books of the treasurer at the close of the fiscal  
250 year and at such other times as may be directed by the  
251 President.  
252 b. Report its findings to the President. The President shall  
253 ensure that the Audit committee report is known to the  
254 Executive Council and is presented for approval at the Zone  
255 annual meeting.