

**YORK COUNTY CHAPTER OF THE
PENNSYLVANIA ASSOCIATION OF SCHOOL RETIREES
BY LAWS**

ARTICLE I – NAME

The name of this organization shall be the York County Chapter of the Pennsylvania Association of School Retirees, hereafter referred to as the “Chapter” or “YCPASR”.

ARTICLE II – AFFILIATION

The YCPASR is a non-profit, unincorporated association affiliated by charter with the Pennsylvania Association of School Retirees (PASR).

ARTICLE III - PURPOSE

The purpose of this association shall be:

- A. To encourage the formation and continuation of friendships among Chapter members;
- B. To provide opportunity for learning about and for exchange of ideas regarding legal and civic matters of special interest and concern to school retirees and of general benefit to public education;
- C. To improve the economic and social status of all school retirees;
- D. To advance the cause of education in the commonwealth and to establish a scholarship fund for continuing education;
- E. To promote participation in community activities by the membership;
- F. To support the objectives of the PASR.

ARTICLE IV – MEMBERSHIP

SECTION A. Membership in the Chapter shall consist of two classifications:

- 1. Active **Member**
- 2. Associate Member

ARTICLE IV – MEMBERSHIP (cont.)

SECTION B. Definition of Classifications:

1. Active Member
 - a. Any person retired under the Pennsylvania Public School Employees' Retirement System (PSERS).
 - b. Any former school employee retired under a Public School retirement system from another state.
 - c. Any person retired from other Pennsylvania State-related educational institutions.
2. Associate Member
 - a. Any person who is interested in the work of PASR and/or YCPASR.
 - b. Any active school employee who is age 50 or more.
 - c. Any former school employee who is not an annuitant of a school employees' retirement system.
 - d. Any former school employee who has retired from a non-public school.
 - e. Any spouse of an active member of PASR and/or YCPASR.

SECTION C. ~~Associate members shall not be eligible to vote or hold office.~~

Associate Members shall be eligible to vote and serve on committees. They will not be able to hold elected offices such as President, President-Elect, Secretary, Treasurer or Assistant Treasurer.

SECTION D. Persons shall become members for the Fiscal Year (FY) by paying the stipulated dues for the classification.

ARTICLE V – DUES

SECTION A. Dues, which are payable by June 30 for all member classifications, of members shall be established by the Executive e Committee and approved with the Chapter budget at the spring meeting.

SECTION B. Members, whose dues have not been paid by June 30, shall be considered delinquent and dropped from the rolls.

ARTICLE VI – OFFICERS AND DUTIES

SECTION A. The officers of the Chapter shall be President (Co-Presidents), President (Co-Presidents)-Elect, Treasurer, Assistant Treasurer, Secretary, and Immediate Past President (Co-Presidents). When Co-Presidents are elected, their responsibilities are the same as designated in the By Laws (BLs) for President, with the Co-Presidents dividing the responsibilities as they determine appropriate. Hereafter, when President is written, Co-Presidents, if there are, applies (this also applies to President-Elect).

SECTION B. The President shall preside at all Chapter and Executive Committee meetings; recommend ~~Chairpersons to~~ **for** each committee except the Nominating Committee; call meetings of the Chapter and Executive Committee as the business of the Chapter requires; and shall be an ex-officio member of all appointed committees except the Nominating Committee.

SECTION C. The President-Elect shall succeed to the office of President ~~two years following his/her election to~~ **to** serve as the presiding officer in the absence of the President and, in the event of the resignation or death of the President, serve until the next regular election; and perform such duties as assigned.

SECTION D. **Treasurer/Assistant Treasurer**

1. The Treasurer shall receive ~~all dues and other~~ **the monies necessary to operate the chapter**; render a report of accounts ~~of all monies~~ at the regular meetings of the Chapter and Executive Committee, and such other times as the President or Executive Committee may direct; and shall pay ~~all~~ bills of the Chapter. The Treasurer shall be bonded in an amount and manner approved by the Executive Committee. **The Treasurer will request an annual, independent audit of all Chapter accounts.**
2. The ~~a~~ **Assistant Treasurer** shall provide assistance to the ~~the~~ **Treasurer**, assume the duties and responsibilities of the ~~the~~ **Treasurer** in the event of absence of the ~~the~~ **Treasurer**, serve as an advisor and consultant to the ~~the~~ **Treasurer**, and perform such other duties as may be assigned by the President or ~~board of Directors~~ **Executive Committee**.

SECTION E. The Secretary shall be responsible for the preparation and keeping of records of the proceedings of the Chapter at general and Executive Committee meetings; shall provide for preservation of the records of the Chapter; and, with the aid of the Membership Committee, shall keep an updated record of all members of the Chapter.

SECTION F. The Immediate Past President shall serve as presiding officer in the absence of the President and the President-Elect; shall perform such other duties as the President or the Executive Committee shall assign; and shall serve as ~~e~~ **Chairperson** of the ~~Nominating~~ **ing** Committee.

ARTICLE VI – OFFICERS AND DUTIES (cont.)

SECTION G. In the event of a vacancy of the office of President-Elect, Secretary, or Treasurer, the President shall appoint a replacement with the consent of the Executive Committee to serve until the next regular meeting when a replacement shall be elected.

SECTION H. Any officer who is unwilling or unable to assume and/or perform the duties and responsibilities of the office shall be immediately replaced by a person selected by the Executive Committee. Such person shall serve until the next regular meeting of the Chapter where a special election shall be held to elect a replacement for the unexpired term.

ARTICLE VII – ELECTION OF OFFICERS

SECTION A. The President, President-Elect, Treasurer, Assistant Treasurer, and Secretary shall be elected to two (2) year terms at the regular fall meeting in even-numbered years.

SECTION B. The Nominating Committee shall present a slate of candidates, consisting of one candidate for each office at the meeting in which elections are held. Additional nominations for all offices may be made from the floor with the nominee's approval. Elections shall be conducted by ballot unless the balloting procedure is suspended by a two-thirds vote of the active members present.

SECTION C. The terms of office shall begin January 1 and end December 31 of the following year. Officers shall continue in office until their successors have been elected.

~~SECTION D. The President and President-Elect shall not be eligible to succeed themselves. The Treasurer, Assistant Treasurer, and Secretary may succeed themselves.~~

ARTICLE VIII – MEETINGS

SECTION A. The Chapter shall meet at least three times per year of which one regular meeting shall be held during the fall of the year. Meetings shall be open to all members of the Chapter and their guests. Additional general or special meetings may be called by the President at the request of the Executive Committee or upon receipt of a written request signed by at least ten (10) members of the chapter.

SECTION B. The ~~a~~Active mMm members present at the ~~General Membership~~ meeting of the association shall constitute a quorum, provided that all ~~a~~Active mMm members have been notified of such meeting.

ARTICLE IX – EXECUTIVE COMMITTEE

SECTION A. An Executive Committee, chaired by the President, will consist of the officers of the Chapter elected by the membership, and the Chairpersons of standing committees. The Executive Committee shall serve as the governing body of the Chapter and shall set Chapter policy. It will construct an annual operating budget for the Chapter and submit it to the membership for adoption by July 1.

SECTION B. Officers and members of the YCPASR Executive Committee shall not be personally liable for monetary damages as such for any action taken, or failure to take action unless:

1. The officer or member has breached or failed to perform the duties of office as required under Section 8363 of the Pennsylvania Directors Liability Act relating to standard of care and justifiable reliance by a director, and
2. The breach or failure to perform constitutes self-dealing, willful misconduct or recklessness.

SECTION C. The President shall call at least two (2) meetings per year of the Executive Committee. Five (5) members of the Executive Committee may, by written request, require the President to call a special meeting.

SECTION D. A simple majority of the members of the Executive Committee shall constitute a quorum and each member of the Executive Committee shall have one (1) vote.

SECTION E. Meetings of the Executive Committee shall be in accordance with Robert's Rules of Order Newly Revised.

ARTICLE X – FISCAL YEAR

The Fiscal Year (FY) and the membership year of the Chapter shall be from July 1 to June 30 of the next calendar year.

ARTICLE XI – STANDING COMMITTEES

SECTION A. The standing committees of the Chapter shall include Auditing, By Laws, Community Service, Educational Support, Information Technology (IT), Legislative/Political Education, Member Benefits & Services (MB & S), Membership, Newsletter, Nominating, Retirement Planning, Program, Social Services, and Travel/Recreo.

~~SECTION B. Committee chairpersons shall serve terms concurrent with the President.~~

ARTICLE XI – STANDING COMMITTEES (cont.)

SECTION B. ~~The Auditing Committee shall independently review and request an audit of the reports of the treasurer each year and submit a report of the committee's findings to the Executive Committee and to the members in attendance at the fall general membership meeting.~~

The Audit Committee shall consist of the elected officers and one Committee Chair. The Treasurer, Travel Chair and Audit Committee will meet with the Auditor. The Audit Committee will report the audit results to the Executive Committee. The Audit Committee will also report the audit results to the members in attendance at the fall General Membership meeting.

SECTION C. The By Laws Committee shall study and recommend revisions of the Chapter By Laws to the Executive Committee.

SECTION D. The Community Service Committee shall identify and promote activities of volunteer services by the Chapter and its individual members for the benefit of the local communities. Securing a non-profit organization for each meeting so members can donate monies to support this non-profit is a responsibility.

SECTION E. The Educational Support Committee shall establish relations with other organizations involved with public education at the local level; evaluate proposals and programs proposed locally to improve or provide support to public education; and, identify or develop programs providing support to public education in which members may be encouraged to participate. The Committee shall also monitor the Scholarship Fund, encourage contributions, and provide for distribution of scholarships to deserving students for their continuing education.

SECTION F. The Information Technology (IT) Committee shall communicate the activities of the Chapter to its members and the general public ~~by maintaining the YCPASR website and emailing the chapter newsletter to members wishing to receive it in that form.~~ ~~establishing contact with and providing information to the local news media, using other forms of written communication, and submitting articles for publication in the PASR Newsletter. Also s/he shall keep a digital presence for the chapter and suggest new technology that would keep communication current and efficient.~~

SECTION G. The Legislative/Political Education Committee (L-PEC) shall inform the members of State and National legislative issues and those issues relating to the interests of retired public school employees. The Committee shall also encourage and facilitate bi-partisan participation of individual members in political campaigns. Organizing members of the Chapter in support of PASR's Legislative Programs and the PASR L-PEC fund are also included.

SECTION H. The Member Benefits & Services (MB & S) Committee shall gather and disseminate, to the members, information they need for their well-being. It shall promote PASR and local endorsed **MB & S** ~~member benefits and service~~ programs.

ARTICLE XI – STANDING COMMITTEES (cont.)

SECTION I. The Membership Committee shall identify and encourage retired school employees, their spouses, and other interested individuals to enroll as active or associate members of both the Chapter and the PASR, and provide the Secretary an updated list of current members.

SECTION J. The Newsletter Committee shall communicate to the members the activities and news of the Chapter through regular publication of a newsletter.

SECTION K. The Nominating Committee shall be chaired by the Immediate Past President and shall include two (2) additional members elected by the Chapter's members at the general meeting preceding the meeting at which the election of officers is scheduled. The Committee shall solicit recommendation of individuals to serve as officers, review the candidates recommended, and present a slate of nominees to the members at the fall meeting at which elections are to be held.

SECTION L. The Program Committee shall solicit, evaluate and recommend individuals and/or groups to present programs of entertainment and information to the membership at the Chapter's general meetings. The committee shall make arrangements for Chapter meetings, receive reservations for same and arrange for hospitality.

SECTION M. The Retirement Planning Committee shall plan and conduct programs on various aspects of retirement planning. Such programs shall be open to all school employees and their spouses, with special efforts to enlist those persons who may be planning to retire within the next several years.

SECTION N. The Social Service Memorial Honor Fund (SSMHF) Committee shall encourage contributions to the PASR Memorial Honor Fund in memory of or in honor of members of the Chapter, and establish programs providing assistance to members who, due to illness or age, are confined to their homes, hospitals or nursing homes.

SECTION O. The Travel/Recreo Committee shall plan and conduct travel programs which will be of interest to members. The Travel/Recreo Committee Chair will **coordinate with** ~~shall serve~~ as the PASR Recreo Coordinator.

SECTION P. Other ad hoc committees may be appointed by the President or Co-Presidents with the approval of the Executive Committee.

ARTICLE XII – FUNDS

SECTION A. The Executive Committee is authorized and empowered to establish and maintain the following funds:

- (1) a General Fund for the deposit of dues and other contributions, and the payment of authorized expenditures
- (2) a Scholarship Fund to receive contributions and make expenditures for continuing education
- (3) a Travel/Recreo Fund for expenses and contributions of trips
- (4) a Social Services Fund to receive contributions and make expenditures in memory of deceased members and providing assistance to members
- (5) Such other funds as may accomplish the purpose of the Chapter.

SECTION B. In the event of the dissolution of the Chapter, any and all funds and properties of the Chapter shall be delegated and transferred to the headquarters office of the PASR.

SECTION C. Upon the demise of the PASR, YCPASR is entitled to incorporate into a separate organization transferring any funds that they have into their new organization. Members will then be able to function independently or group themselves with other like groups in the area. If this occurs, the organization will then operate under the name of York County School Retirees (YCSR).

ARTICLE XIII – AMENDMENTS

SECTION A. Amendments to the By Laws may be proposed by the Executive Committee, or submitted in writing and signed by any (10) active members of the Chapter.

SECTION B. The proposed amendments shall be presented in writing to the By Laws Committee, and in turn reviewed by the Executive Committee, before being presented and read at a general meeting of the Chapter.

SECTION C. The proposed amendments shall be presented in writing at the general meeting previous to the meeting at which a vote is called on the proposed amendments.

SECTION D. Adoption of the proposed amendments shall require a two-thirds votes of the active members present at the General Membership meeting.

SECTION E. Unless otherwise stated in the amendments, amendments to the foregoing By Laws shall become effective immediately upon adoption by the members.

ARTICLE XIV – PARLIAMENTARY AUTHORITY

The parliamentary procedures for these By Laws and for conducting the affairs of the Chapter are governed by Robert’s Rules of Order Newly Revised.

Revised: February 9, 2000, Oct. 2009, May 2013, March 2017, November 2018 and September 2020. (1st DRAFT Revision dated March 12, 2024; 2nd DRAFT Revision dated April 4, 2024)

2nd DRAFT