

BY-LAWS

UNIVERSITY OF CALIFORNIA, DAVIS RETIREES' ASSOCIATION

Article I - Name

The name of this non-profit organization shall be the University of California, Davis Retirees' Association.
(Changed at May 11, 1998 General Meeting)

Article II - Purposes

The purposes of the Association are:

- 1) To provide opportunities for continuing interest in and support for the excellence of the University of California, Davis.
- 2) To inform and assist members of the Association in utilizing the benefits available to them and to enhance University benefit programs for retirees.
- 3) To foster continuing involvement in UC Davis through volunteer or part-time employment.
- 4) To provide the means for interaction among retirees through a diversity of cultural, intellectual and social programs.
- 5) To act in concert with similar associations on other campuses of the University for the welfare of University retirees.
(Amended at May 2, 2005 General Meeting.)

Article III - Membership

Section I. **Regular Members:** Any individual who has retired from the University of California, Davis **(as well as those persons who have retired from any other campus of the University of California and who reside in the greater Davis and Sacramento areas.)** *shall be eligible for regular membership in the Association. Those persons who have retired from any other campus of the University of California and who reside in the greater Davis and Sacramento area, shall also be eligible for regular membership in the Association.* Regular Members have voting privileges and are eligible to hold office.
(Amended at May 2, 2005 General Meeting.)

Section II. **Associate Members:** **(The widow or widower of a Regular Member)** *Spouses or domestic partners of Regular Members and surviving spouses or domestic partners of deceased Regular Members* shall be eligible for associate membership in the Association. Associate Members have full privileges of membership except participation in voting and eligibility to hold elected office in the Association.

(Section III. Life Membership: This section will be deleted from Article III and moved to Article IX – Dues. Section III. **(An optional Life Membership is available at ten times the annual dues in effect at the time the member elects to take this option.)**
(Added at April 25, 1994 General Meeting.)

Article IV - Administration

- Section I. The elected officers of the Association shall be the President, the First Vice-President, the Second Vice-President, the Secretary, and the Treasurer.
(Changed at February 8, 1999 General Meeting.)
(Changed at May 2, 2005 General Meeting.)
- Section II. The President and the Vice-Presidents shall serve one-year terms. The First Vice-President shall be the President-Elect, and the Second Vice-President shall succeed to the First Vice-Presidency. The Secretary and the Treasurer shall each serve a two-year term, taking office in alternate years.
(Changed at February 8, 1999 General Meeting.)
- Section III. **The Executive Board:** *The Executive Board serves as the governing body of the Association.* The Executive Board shall consist of the Officers of the Association and six (6) members elected by the Regular Members, to include a member retired from the UCDHS, and the Immediate Past President. The Officers shall serve during their terms of office; the elected Board Members shall serve two-year terms. Any Regular Members who are also officers of the Council of University of California Retirees' Association (CUCRA) and/or CUCRA Representatives are ex-officio members of the Executive Board during their terms of office in CUCRA. *The President of the University of California, Davis Emeriti Association (UCDEA) shall serve as an ex-officio non-voting member of the Board.*
(Changed at May 11, 1998 General Meeting.)
(Changed at February 7, 2000 General Meeting.)
(Changed at October 17, 2000 General Meeting.)

Article V - Officers (and the Executive Board)

- Section I. **The President:** The President shall preside at all meetings of the Association and at all Executive Board meetings; shall appoint, with the advice of the Executive Board, committees as needed; shall serve as an ex-officio member of all committees except the Nominating Committee; *shall serve on the University of California, Davis Retiree Center Advisory Committee and shall serve as an ex-officio non-voting member of the Executive Committee of the University of California, Davis Emeriti Association (UCDEA).*
(Changed at May 2, 2005 General Meeting.)
- Section II. **The Vice-Presidents:**
- A) The First Vice-President shall, in the absence of the President or at the President's request, preside over meetings and otherwise act for the President. In case of resignation or death of the President, the First Vice-President automatically becomes President for the unexpired term. The First Vice-President serves as President-Elect of the **(Chapter) Association**. The First Vice-President shall serve as *Chairperson (a member)* of the Nominating Committee.
(Changed at February 8, 1999 General Meeting.)
(Changed May 2, 2005 General Meeting.)
- B) The Second Vice-President, in the case of resignation, death or succession of the First Vice-President to the Presidency, shall automatically become First Vice-President. The Second Vice-President shall serve **(on)** as *Chairperson* of the Program Committee.
(Changed at February 8, 1999 General Meeting.)
- Section III. **The Secretary:** The Secretary shall record the minutes of all meetings of the Executive Board and the Association and shall be responsible for preparing and distributing meeting notices to the Membership through the Newsletter. If Officers are elected by secret ballots, the Secretary shall be responsible for distributing election ballots to all eligible voters at the General Meeting.
(Changed at May 11, 1998 General Meeting.)

(Changed at February 8, 1999 General Meeting.)
(Changed at May 2, 2005 General Meeting.)

Section IV. **The Treasurer:** The Treasurer shall keep the Book of Accounts, collect dues and charges that may be assessed to support special activities, maintain custody of the Association funds and pay all bills. The Treasurer shall present an annual financial statement and such other financial statements as may be requested to the Executive Board and to members of the Association at regular meetings.
(Amended at May 2, 2005 General Meeting.)

Section V. **(The Executive Board: The Executive Board serves as the governing body of the Association.)**
Newsletter Editor: *This is a Board-appointed non-voting position, with responsibility for preparing and ensuring distribution of three (3) newsletters annually.*
(Amended at May 2, 2005 General Meeting.)

Section VI. **Historian:** This is a Board-appointed non-voting position. Duties and responsibilities are to maintain archival materials and historical information. **(for use of the Executive Board.)**
(Added May 3, 2004 General Meeting.)
(Amended May 2, 2005 General Meeting.)

Section VII. **Vacancies:** If the office of the President becomes vacant, the First Vice-President shall complete the unexpired term. If the office of the First Vice-President becomes vacant, the Second Vice-President shall complete the unexpired term of the First Vice-President. Vacancies in the other offices or on the Executive Board shall be filled by appointment by the Executive Board, with appointees serving to the end of the normal term. An appointed Second Vice-President shall not succeed to the position of First Vice-President. An election for Second Vice-President shall be held at the next general election.
(Changed at February 8, 1999 General Meeting.)

Article VI - Committees

Section I. **Nominating Committee:** A Nominating Committee consisting of three (3) Regular Members shall be appointed by the Executive Board in time to include names of nominees in the notice for the third General Meeting of the Association. The First Vice-President **(from the Executive Board)** shall serve as Chairperson of the Nominating Committee. Two (2) members shall be appointed from the General Membership.
(Amended January 22, 1996)
(Changed at February 8, 1999 General Meeting.)
(Amended at May 2, 2005 General Meeting.)

(Section on the Committee for Interaction Between Chapter of the Association deleted at May 2, 2005 General Meeting.)

Section II. **By-Laws Committee:** This committee shall be responsible for maintaining a current copy of the By-Laws of the **(Chapter) Association** and shall be responsible for maintaining the record of actions and decisions to amend the By-Laws. The Committee shall provide each member of the Executive Board a current copy of the By-Laws annually. The committee shall consist of at least two (2) Regular Members.
(Added at May 11, 1998 General Meeting.)

Section III. **Membership Committee:** The Membership Committee, shall process membership requests and shall maintain a current record of the **(Chapter's) Association** membership. This committee shall consist of at least two (2) Regular Members with one (1) member of the committee having responsibility for the membership files.
(Added at May 11, 1998 General Meeting.)

Section IV. **Other Committees:** Additional committees may be appointed, as needed, by the President with the advice of the Executive Board.

Article VII - Elections

Section I. **Eligibility for Nomination:** Any Regular Member shall be eligible for nomination to any office in the Association.

Section II. **Nominations:** The Nominating Committee shall prepare a list of candidates and shall send same to the Regular Members no later than fifteen (15) days prior to the third meeting, which is the time of election. Additional nominations may be made by mail directed to the Nominating Committee, to be received by that committee no later than seven (7) days prior to the election. The Nominating Committee shall be responsible for preparing all ballots, which are, in turn, distributed by the Secretary.

Section III. **Elections:** Election of officers shall take place at the third General Meeting. There shall be no absentee ballots. The Nominating Committee shall serve as the elections committee, shall determine the results of the election, and shall report same to the membership.

Section IV. **Voting:** The officers shall be elected by secret ballot if there is more than one nominee for a specific office; otherwise, a voice vote shall be in order.

Section V. **Installation:** Newly elected officers shall assume their duties on the first day of the fiscal year following their elections.

Article VIII - Meetings

Section I. The President and/or the Executive Board shall call meetings of the general membership. There shall be three General Meetings per year. The third meeting shall be the time of election of officers.

Section II. The Executive Board shall meet at least three times per year upon call of the President. A quorum of the Board shall consist of five (5) members.

Article IX - Dues

Section I. **Fiscal Year:** The fiscal year of the Association shall be the period of July 1st through June 30th.

Section II. **Annual Dues:** The annual dues for all members shall be set by the Executive Board. Dues shall be due and payable (**no later than the first general meeting**) July 1 of the fiscal year. *Associate Members of the Association shall not be required to pay dues.*

Section III. **Life Membership:** *An optional Life Membership is available at ten times the annual dues in effect at the time the member elects to take this option.
(Added at April 25, 1994 General Meeting.)*

Article X - Non-Discrimination Policy

The University of California, Davis Retirees' Association, in conformity with University policy, does not discriminate on the basis of age, race, color, national origin, religious preference, sexual *orientation* (**preference**),

medical condition or *disability (handicap)* in any of its policies, practices or procedures. This policy statement covers membership and participation in the Association.
(Amended at May 2, 2005 General Meeting.)

Article XI - Quorum

At regularly called General Meetings of the Association, a quorum shall consist of the members present.

Article XII - Parliamentary Authority

The rules contained in Robert's Rules of Order, Revised, shall govern the Association in all cases to which they are applicable and in which they are not consistent with the By-Laws or any special rules of the Association.

Article XIII - Amendment of By-Laws

Section I. All proposed amendments to the By-Laws shall be presented to the Executive Board of the Association.
(Amended at May 2, 2005 General Meeting.)

Section II. Approval of the proposed amendment(s) requires a two-thirds (2/3) majority vote of the Executive Board.
(Amended at May 2, 2005 General Meeting.)

Section III. The Association President shall present the approved amendment(s) to the general membership at a General Meeting.
(Amended at May 2, 2005 General Meeting.)

Section IV. The proposed amendment(s) shall be distributed to the membership two (2) weeks prior to one of the General Meetings. Final approval is received if fifty-one (51) percent of those present at the General Meeting vote in favor of the amendment(s).
(Amended at May 2, 2005 General Meeting.)

Section V. The total process of amending the By-Laws shall not exceed ninety (90) days from the time any proposed amendment(s) are first presented to the Association for approval. A proposal, which is defeated, may not be brought up again for discussion until the following year.
(Amended at May 2, 2005 General Meeting.)

(Article on Formation and Approval of Addition Chapters deleted at May 2, 2005 General Meeting.)

Article XIV - Representatives to Council of University of California Retirees' Associations

Section I. **Appointment:**

A) At the first meeting following election of Officers and Board Members, the Executive Board shall appoint two representatives to the Council of University of California Retirees' Associations. Representatives shall attend the semi-annual meetings of the Council.
(Changed May 3, 2004 General Meeting.)

B) Initially, one representative shall be appointed for a two-year term as voting representative. A second representative shall be appointed for a three-year term as an alternate representative for the first year and a voting representative the second and third year. Every two years, one

representative shall be appointed for a three-year term, with the first year as an alternate and the second and third years as a voting representative.
(Article XV added to By-Laws at January 24, 1994 General Meeting.)
(Changed May 3, 2004 General Meeting.)

The following is a summary of proposed substantive changes to the BY-LAWS as discussed by the Executive Board at their March 3, 2008 meeting and subsequently approved by unanimous e-mail vote of Board members for their recommendation for final approval by the general membership.

Deleted material is indicated by bold print in parenthesis; added material is indicated in italics.

Article III Membership

Section I. Regular Members: Any individual who has retired from the University of California, Davis **(as well as those persons who have retired from any other campus of the University of California and who reside in the greater Davis and Sacramento areas.)** *shall be eligible for regular membership in the Association.* Those persons who have retired from any other campus of the University of California and who reside in the greater Davis and Sacramento areas shall *also* be eligible for regular membership in the Association. Regular Members have voting privileges and are eligible to hold office.

Section II Associate Members: **(The widow or widower of a Regular Member)** *Spouses or domestic partners of Regular Members and surviving spouses or domestic partners of deceased Regular Members* shall be eligible for Associate Membership in the Association. Associate Members have full privileges of membership except participation in voting and eligibility to hold elected office in the Association.

(Section III. Life Membership:) This Section III will be deleted from Article III and moved to Article IX – Dues, Section III.

Article IV Administration

Section III. The Executive Board: Lines will be added at the beginning and at the end of this Section: *The Executive Board serves as the governing body of the Association. . . . The President of the University of California, Davis Emeriti Association (UCDEA) shall serve as an ex-officio non-voting member of the Board.*

Article V Officers (and the Executive Board)

Section I. The President: Two lines will be added at the end of this Section:
. . . shall serve on the University of California, Davis Retiree Center Advisory Committee and shall serve as an ex-officio non-voting member of the University of California, Davis Emeriti Association (UCDEA).

Section II. The Vice-Presidents:
A) The First Vice-President serves as President-Elect of the **(Chapter)** Association. The First Vice-President shall serve as **(a member of)** the Chairperson of the Nominating Committee.
B) The Second Vice-President shall serve **(on)** as the Chairperson of the Program Committee.

Section V. **(The Executive Board: The Executive Board serves as the governing body of the Association.)** This line will be deleted here and added to Article IV, Section III.

Section V. Newsletter Editor: This is a Board-appointed non-voting position, with responsibility for preparing and ensuring distribution of three (3) newsletters annually. These lines will be added into Section V.

Section VI. Historian: Duties and responsibilities are to maintain archival materials and historical information. **(for use of the Executive Board.)**

Article VI Committees

Section II. By-Laws Committee: This committee shall be responsible for maintaining a current copy of the By-Laws of the **(Chapter)** Association and shall be responsible for maintaining the record of actions and decisions to amend the By-Laws.

Section III. Membership Committee: The Membership Committee shall process membership requests and shall maintain a current record of the **(Chapter)** Association membership.

Article IX Dues

Section II. Annual Dues: The annual dues for all members shall be set by the Executive Board. Dues shall be due and payable **(no later than the first general meeting)** July 1 of the fiscal year. *Associate Members of the Association shall not be required to pay dues.*

Section III. Life Membership: *An optional Life Membership is available at ten times the annual dues in effect at the time the member elects to take this option. (Added at April 25, 1994 General Meeting.)*

Article X – Non-Discrimination Policy

The University of California, Davis Retirees' Association, in conformity with University policy, does not discriminate on the basis of age, race, color, national origin, religious preference, sexual *orientation* **(preference)**, medical condition or *disability* **(handicap)** in any of its policies, practices or procedures.