

**Georgia College Retiree Association**  
**GCRA**  
**Bylaws**

**I. Name**

The name of the organization shall be the Georgia College Retiree Association; hereafter, referred to as GCRA.

**II. Purposes**

The purposes of the GCRA are to:

- Support the Georgia College retiree community
- Foster continued involvement of retirees in the mission of the university
- Facilitate communication between the university and its retirees
- Promote the scholarly, social, and cultural interests of the retiree community
- Address matters related to perquisites and resources for the retirees

**III. Membership**

All faculty and staff who have retired from Georgia College are eligible for membership in the GCRA.

“Friends of the GCRA” membership is available to

- employees within one year of retirement from active service who wish to become involved with the organization prior to retirement; and
- employees who have left the service of the university without officially taking retirement

**IV. Officers**

Section 1. The officers of GCRA shall be three elected officers: Chair, Vice-Chair, and Secretary/Treasurer.

Section 2. The terms of each elected officer shall be ONE year. All officers shall take office immediately following the spring meeting at which they are elected. Officers may succeed themselves if reelected.

Section 3. The duties of the officers shall be as follows:

**Chair**

- Shall call and preside at all meetings of both the GCRA general membership and the GCRA Executive Council.
- Shall act as the official spokesperson.
- Shall appoint committees, as needed, and shall appoint chairs of the committees.
- Shall be authorized to make disbursements on behalf of the GCRA with the approval of the GCRA Executive Council.
- Shall, in collaboration with the Executive Council, prepare an annual budget.
- Shall serve as official representative to the USGRC and its meetings.

**Vice-Chair**

- Shall perform the duties of the Chair in the event of his or her absence, resignation, or inability to perform.
- Shall be responsible for coordinating the program portion of the meetings and for making the arrangements for the luncheon meetings of the GCRA.
- Shall serve as the Chair-Elect and take office the following year.

#### Secretary/Treasurer

- Shall take minutes of meetings of the general membership and of the Executive Council and prepare them for publication.
- Shall cooperate with the GCRA Chair and the Executive Council in sending GCRA correspondence.
- Shall work with the Chair on the budgetary aspects of the Association.

Section 4. In the event of a vacancy resulting from resignation or the inability of an elected member to complete the term of office, the Chair, in consultation with the Executive Council, shall appoint a replacement.

Section 5. An Ad Hoc Nominating Committee of three members shall be appointed by the Chair, in consultation with the Executive Council, in the fall of odd-numbered years. This committee shall prepare a slate of officers to be presented to the membership prior to the spring meeting of the GCRA in even-numbered years. Provisions shall be made at the time of elections for additional nominations to be made from the floor for each office.

#### IV. Executive Council

The Executive Council shall consist of the officers, committee chairs, the immediate past chair, and any ex-officio, non-voting representatives from the University. Additionally, two at-large members will be appointed by the Chair to serve a ONE-year term on the Executive Council. Meetings will be held at least three times a year unless circumstances require more frequent meetings. The Chair or any four members of the Council may call a meeting of the Executive Council. A quorum for business at any duly called meeting of the GCRA Executive Council shall be comprised of 40% of the Executive Council membership.

The duties of the Executive Council shall include:

- Approval of a GCRA fiscal year operating budget, as well as a budget for each major fundraising event.
- Planning of meetings and other activities.
- Consideration of concerns related to the objectives of the GCRA.

#### VI. General Membership meetings

At least three meetings shall be held annually, for business as well as social purposes. The spring meeting shall be a general meeting at which election of officers, as necessary, can be conducted. In addition to the scheduled meetings, the Executive Council may call other meetings during the year for the purpose of discussing issues for consideration by the membership. A quorum for business at any duly called meeting of the GCRA shall be the members present. The fiscal year of the GCRA shall be July 1 – June 30, inclusive.

#### VII. Dues

No dues have been assessed as of the approval date of these bylaws.

#### VIII. Dissolution

In the event there is insufficient interest to warrant continuation of the association, the Executive Council and GCRA membership, in consultation with the University President, may vote to dissolve by majority vote

#### IX. Parliamentary Authority

Robert's Rules of Order (current edition) shall govern this Association in all parliamentary situations.

#### X. Amendment of Bylaws

Proposals for amending the GCRA Bylaws should be presented to the Executive Council for approval and subsequent presentation to the membership at the next scheduled meeting. A majority vote of members present is required for amendment of the Bylaws.