

**THE RETIREES ASSOCIATION OF NORTHEAST OHIO MEDICAL UNIVERSITY  
BYLAWS**

**Article I – NAME**

Section 1.1 – The Retirees Association of Northeast Ohio Medical University (R.A.N.) is a recognized organization of Northeast Ohio Medical University (NEOMED or the University).

**Article II – PURPOSE**

Section 2.1 – The purpose of this organization as follows:

- To enhance the well-being of its membership through educational and cultural programs and/or experiences that provide opportunities to learn and grow.
- To disseminate information of importance to its members, the retirees of NEOMED;
- To facilitate the retirement process for future retirees;
- To protect, safeguard, and enhance the economical and health benefits attained through its Ohio pension plans and other University-granted privileges;
- To affiliate with and participate fully in the Ohio Council of Higher Education Retirees (OCHER), a network of fourteen other publicly supported Universities in Ohio for the benefit of its higher education retirees;
- To continue to foster a close relationship with the University for the mutual benefit of both parties;
- To assist in continuing and deepening the friendships and associations of former faculty and staff through satisfying social, recreational and community service activities; and
- To continue to serve the University through its efforts and activities.

**Article III – MEMBERSHIP**

Section 3.1 – Membership is open to all retired NEOMED employees who participated in the State Teachers Retirement System (STRS), the Ohio Public Employees Retirement system (OPERS) or the State Employees Retirement System (SERS).

Section 3.2 – All NEOMED retired members in good standing may vote, hold office, and participate fully in the activities of R.A.N. except as outlined in Article V, Section 5.2.

Section 3.3 – Associate membership may be offered to spouses of retired NEOMED employees and to persons who have contributed significant service to NEOMED.

Section 3.4 – Associate members pay the same dues and have the same privileges as NEOMED retiree members, except for the right to vote and to hold office.

#### **Article IV – GOVERNANCE OF R.A.N.**

Section 4.1 – The Executive Committee is composed of three officers (president, vice president, and secretary/treasurer), as well as the chairpersons of any committees.

Section 4.2 – The duties of the Executive Committee are as follows:

- To receive and review secretarial and financial reports;
- To approve policies for planning and promotion of R.A.N. programs and activities;
- To have general supervision over the affairs of R.A.N. between its general meetings;
- To determine the hour and place of meetings;
- To make recommendations to R.A.N. and perform such duties as are authorized by the members of R.A.N. and its bylaws;
- To select a historian, if desired; and,
- To elect a successor to any member of the Executive Committee who is unable to serve his/her entire term.

Section 4.3 – The Actions of the Executive Committee are subject to the following review and approval:

- Any action of the Executive Committee that either changes the Bylaws or clearly implies the consent of the majority of R.A.N. members must be submitted to a vote of the membership, either at a general meeting or by mail ballot. Returned ballots will be counted six (6) weeks after the mailing.
- Approval of the Executive Committee's action requires at least sixty percent (60%) response to the request for approval/vote; a response rate of less than sixty percent (60%) will result in the action being automatically disapproved. A response rate of sixty percent (60%) or over will require a majority vote in support of the action in order for the action to take effect.

Section 4.4 – The officers and duties of the Executive Committee are as follows:

- President, who presides over all meetings of R.A.N. and the Executive Committee and performs duties as usually pertain to the office. The President is also authorized to call special meetings;
- Vice President, who serves in the absence of the President;
- Secretary/Treasurer, who keeps minutes of all R.A.N. meeting'; coordinates with NEOMED's Advancement staff representative to R.A.N. to receive and disburse all

monies; and prepares a summary of all income and expenditures at each meeting throughout the year;

- A Historian may be appointed whose duties would include overseeing and maintaining the history and records of R.A.N. and the significant activities of its members; and,
- If a vacancy occurs in any of the offices for any reason, the remaining officers may appoint a member of R.A.N. to complete the unexpired term. The successor will serve in the office to which he or she is appointed until the next election. The Vice President, however, shall become President if the latter office is vacated.

Section 4.5 – The terms of the office shall be as follows:

- The President and the Vice President shall each serve for a one-year term. After the first year, the President and Vice President can be re-elected for to serve a two-year term; and,
- The Secretary/Treasurer is elected for a one-year term.

Section 4.6 – Election and nominations of the Executive Committee shall be managed as follows:

- The Nomination Committee, appointed by the President with the approval of the Executive Committee, may solicit names from the membership for all offices and shall prepare a ballot after having secured consent of the nominees;
- Any nominee receiving a plurality of the votes from the returned ballots is elected;
- The election of officers will occur at the September meeting and the elected officers beginning their term the following January 1; and,
- The President, with the approval of the Executive Committee may appoint Committees as needed to fulfill the purposes of R.A.N.

## **Article V – DUES**

Section 5.1 – In September, the Executive Committee will set the annual dues for the next year. Dues shall be paid on or before December 31 for the following calendar year.

Section 5.2 – A member who has not paid his/her annual dues may not hold office or vote on any proceedings at the meeting (Article III, Section 3.2).

## **Article VI – MEETINGS AND RECORDS**

Section 6.1 – There shall be one meeting of the R.A. N. membership per calendar year. As many as three other meetings may be called by the President and the Executive Committee. The

presence of two or more officers constitutes a quorum for all meetings, including those of the Executive Committee.

Section 6.2 – Robert's Rules of Order is the guide for questions or procedures not otherwise stated in these Bylaws.

Section 6.3 – The business year of R.A.N. starts on January 1.

**Article VII – SPONSORED EVENTS**

Section 7.1 – All sponsored events of R.A.N. shall be designated as such.

**Article VIII – AMENDMENTS**

Section 8.1 – These Bylaws may be amended at any meeting of the membership by a majority of the members present and voting, provided that the proposed amendment has been submitted at a preceding meeting or in a notice mailed to all members of R.A.N. not less than one month prior to the vote.

**Article IX – DISSOLUTION**

Section 9.1 – In the event that R.A.N. shall cease to exist in any identifiable manner for a period of time exceeding 24 months, the monies held in the NEOMED Foundation account 79518, after payment of its debts, will be transferred to the R.A.N. Scholarship Endowment account 76080.

SIGNATURES:

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James Abbott, President

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Martha Hilgert, Vice President

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Dorothy Bench, Secretary/Treasurer

Revised and Amended: 12/16/2009 deb

Revised and Amended: 5/1/2016 lhl

Revised and Amended: [TBD] lhl