

**DISTRICT 18 STANDING RULES**  
UNDER THE BYLAWS OF TEXAS RETIRED TEACHERS ASSOCIATION

I. NAME

The name of this district shall be District 18 and is affiliated with the Texas Retired Teachers Association, hereinafter referred to as TRTA.

II. PURPOSES

The purposes of District 18 shall be: to promote membership in the local chapters and TRTA; to provide leadership to and communication with the local chapters; to encourage retired school personnel to give voluntarily of their time, talents and experience in furthering the educational and civic endeavors in the community, the state, and the nation; and to afford opportunities for united action in solving problems relative to the needs of retired public school employees.

III. MEMBERSHIP

Section 1. Classification

- A. An annuitant or beneficiary receiving an annuity from a teacher retirement system and is a member of a local chapter and TRTA upon payment of local and state dues
- B. Any person interested in public education and willing to work to achieve the purposes of TRTA upon payment of local and state dues

Section 2. Privileges

All members can vote. Elected district officers and appointed committee chairs are required to be members of a local chapter within the district & TRTA and receive an annuity from the Teacher Retirement System of Texas. Non-TRS annuitant members shall not be elected as a district officer nor serve as a delegate to the House of Delegates.

IV. CONFERENCES

- A. Conferences may be conducted two times per year for the purpose of offering resources to elected local chapter officers and appointed committee chairs. The time & location will be designated by the President.
- B. Meetings may occur via electronic communications media so long as all members can simultaneously hear each other & participate during the meeting.

V. OFFICERS

The elected officers shall be: President, First Vice President, Second Vice President, Secretary and Treasurer.

VI. NOMINATIONS AND ELECTIONS

- A. The nominating committee shall consist of the Immediate Past President as chair and at least one member from each local chapter.
- B. The nominating chair will report the slate of officers to the members one month prior to election, providing at least one name for each position.
- C. The officers will be elected in the odd numbered years for no more than 2, two-year terms to the same office. ( July 1-June 30) The Treasurer may serve additional terms. Election of officers may be conducted electronically if necessary.

- D. Vacancies occurring during an unexpired term will be filled by the President's appointment with the approval of the Executive Board.

VII. DUTIES OF OFFICERS

- A. President: The President shall preside at all meetings of District 18, authorize payment of bills according to the yearly budget, appoint additional officers and chairs of all committees, be an ex-officio member of all committees and a delegate to the House of Delegates.
- B. First Vice President: The First Vice President shall preside in the absence or at the request of the President, serve as the chairperson for the Membership / Volunteer Services / Community Involvement Committee, and as a delegate to the House of Delegates.
- C. Second Vice President: The Second Vice President shall preside in the absence of the President and First Vice President, serve as the chairperson for the Communications Committee, the Children's Book Project, and as a delegate to the House of Delegates.
- D. Secretary: The Secretary shall keep accurate minutes of all district meetings and maintain an archival file of all minutes and be a delegate to the House of Delegates.
- E. Treasurer: The Treasurer shall have custody of all funds of District 18, make a budget, keep an accurate record of all financial transactions, assemble materials for the annual audit, prepare financial reports for district meetings, and be a delegate to the House of Delegates.

VIII. EXECUTIVE BOARD

The elected officers and Immediate Past President shall constitute the Executive Board.

IX. COMMITTEES

The committees shall be standing committees: Communications, Member Benefits, Legislative, Membership / Volunteer Services / Community Involvement, Retirement Education, and Historian. Special committees may be added at the discretion of the President and/or the Executive Board.

X. DUTIES OF COMMITTEES

- A. Communications: This committee, chaired by the Second Vice President, shall encourage local chapters and the district to publicize activities and events in local and area-wide media and assure that local chapters have submitted information to the state for the Children's Book Project.
- B. Member Benefits: This committee shall relay information received from TRTA to the local chapters regarding programs that will benefit members.
- C. Legislative: This committee shall relay information received from TRTA to the local chapters regarding pending legislation that relates to retirees.
- D. Membership / Volunteer Services / Community Involvement: This committee, chaired by the First Vice President, shall develop a plan to assist local chapters in increasing membership, coordinate a volunteer services program and assist local chapters to promote volunteerism.

E. Historian: The Historian can use the combined products of the Secretary minutes and the Technology Contact pictures to record the activities and accomplishments.

XI. MEMORIALS

In the event of the death of a District 18 Past President, a \$50 donation will be made to TRTF in the member's honor. An acknowledgement will be sent to the family.

A donation will be made to TRTF in memory of the deceased members who are recognized at the Fall Conference.

XII. TRTA STATE OFFICER AS GUEST SPEAKER

A \$25 donation will be made to TRTF in honor of State TRTA Officers who speak at the Fall Conferences and the Spring Leadership Conferences.

XIII. AMENDMENTS

The Standing Rules may be amended at any district conference by a majority of the members present and voting, provided that the proposed amendment(s) has (have) been submitted in writing to the local chapters' members prior to the conference. The Standing Rules will be amended automatically to comply with the TRTA bylaws, if applicable.