

**Constitution
for
Retired Public Employees Council of Washington
Retiree Chapter 10**

PREAMBLE

To unite retired public employees in an organization devoted to protection of retirees' rights, improve their welfare and happiness and to give the retirees a strong voice in making their views and concerns clearly known, we adopt this constitution. The Retired Public Employees will work with other retiree and active employee groups to accomplish these goals.

**ARTICLE I
NAME AND HEADQUARTERS**

Section 1. The name of this organization shall be: Retired Public Employees Council of Washington, Retiree Chapter 10 a non-profit organization incorporated under the laws of the state of Washington, and its state headquarters shall be located in Olympia, Washington.

Section 2. The headquarters hereinafter will be referred to as the council office.

**ARTICLE II
AFFILIATIONS**

Section 1. This organization shall be affiliated with the American Federation of State, County and Municipal Employees, AFL-CIO, and for this purpose only shall be known as the Retired Public Employees Council of Washington Retiree Chapter 10 (AFSCME).

Section 2. Affiliation with other organizations shall be the prerogative of the executive board provided that only the convention may authorize an affiliation that requires payment of dues and fees in excess of \$250.00 on an annual basis as a condition of such affiliation.

**ARTICLE III
PURPOSE**

The purpose of this organization shall be:

- A. To unite retired public employees for their mutual welfare.
- B. To protect public employees' retirement benefits by seeking and supporting the full funding of the Public Employees' Retirement System.
- C. To protect the retirement rights of Retired Public Employees Council of Washington (RPEC) members as provided under the constitutions of the United States and the state of Washington and the laws promulgated thereunder.
- D. To secure public employee retirement benefits geared to the changes in the Seattle consumer price index.
- E. To secure continual upgrading of OASDI retirement benefits.
- F. To support and secure an adequate national health care coverage.
- G. To support and secure continued consumer protection legislation.
- H. To work with other organizations on programs of mutual benefit, including advocacy and leadership training programs.
- I. To promote social activities for members, their spouses and guests.

ARTICLE IV MEMBERSHIP

Membership in the Retired Public Employees Council of Washington is open to:

- A. All persons eligible to receive pension benefits from the Washington Public Employees Retirement System, regardless of whether they have begun receiving those benefits and as long as they were former employees of the public sector earning Washington Public Employee Retirement Systems benefits, and their spouses or designated beneficiaries.
- B. Washington Public Employee Retirement System employees who are within 18 (eighteen) months of retirement may become Associate Members of RPEC. These members will receive the newsletter and may attend conventions and chapter meetings, but may not vote and may not be delegates until they become retired, dues paying members.
- C. Non-federal public employee retirees in the state of Washington and their spouses or designated beneficiaries, other than those who retired under the Law Enforcement Officers and Fire Fighters Retirement System.
- D. No person otherwise eligible for membership in RPEC shall be denied membership, because of race, creed, color, national origin, sex, age, sexual orientation, disability, or political belief.

ARTICLE V CHAPTERS

Section 1. Chapters shall be established by geographical area or by other suitable categories such as employee affiliation. A minimum of twenty-five (25) retirees and spouses in an area must be dues-paying members before

consideration will be given to issuance of a charter. In general, the jurisdiction and establishment of each chapter shall be approved by the Retired Public Employees Council Executive Board. In the event there is a jurisdictional dispute between chapters or disagreement by the petitioners with the council's executive board, the final decision shall be made by the next convention of the Retired Public Employees Council of Washington.

Section 2. The minimum officers elected by each chapter will be a president, vice-president, secretary, treasurer or a secretary-treasurer. These elected officers shall constitute a chapter executive board. Additional executive board members may be elected.

Section 3. Nominations and elections of chapter officers shall be carried out by one of the following methods:

- A. Nomination at the March meeting, elections conducted by secret ballot at the April meeting, and installation of officers at the conclusion of the April meeting.
- B. Nomination and election by secret ballot at the April meeting and installation of officers at the conclusion of the April meeting.

Section 4. The AFSCME Retiree Election Manual shall prevail at all chapter elections.

Section 5. No funds of the chapters or council can be spent in campaigning for an elective office of the chapter or the council.

Section 6. Chapters shall schedule chapter meetings to suit the needs of chapter members, but meetings shall be held not less than quarterly.

Section 7. Chapter meetings shall be conducted in accordance with this constitution.

Section 8. Chapters shall be governed by the uniform chapter constitution as contained in Appendix A of this constitution. Any changes in this uniform constitution adopted by the chapters shall be submitted to the executive board of the Retired Public Employees Council of Washington for final approval prior to such constitutional changes becoming effective.

Section 9. New members shall be assigned to a chapter according to their geographic location, except those who have retired from the University of Washington, King County and Western State Hospital. These members shall be assigned to the chapter designated exclusively for retirees of those agencies unless the member requests otherwise.

Section 10. When members, except those from the chapters specified in Section 9, change their place of residence they will be reassigned to the chapter

in their geographic area. Prior to reassignment, they may notify the council office, in writing, that they prefer to remain with their current chapter and no reassignment will be made. When the members of the chapters specified in Section 9 change their place of residence they will remain members of their current chapter unless they request a reassignment in writing.

Section 11. Members may request reassignment to another chapter at any time provided the request is made in writing.

Section 12. When a chapter member moves out-of-state, the member's chapter designation is not changed.

Section 13. Chapters shall be permitted to participate in the Retired Public Employees Council convention.

- A. Each chapter shall be entitled to elect one (1) delegate for each twenty-five (25) members or nearest number thereof (i.e., a remainder of thirteen (13) or more will entitle the chapter to one (1) additional delegate) to the Retired Public Employees Council convention. The number of delegates each chapter is entitled to elect shall be based on the number of dues-paying members on record with the council office as of the last day of March of each year; provided, that chapters chartered after January 1 of each year shall be entitled to representation based on their membership up to the month preceding that of the scheduled convention and, provided, that any chapter losing members to a new chapter shall have said members subtracted from its voting strength.
- B. The chapter may elect or designate a chairperson of the delegation and an alternate chairperson. The chapter shall report the names of the delegates, the chairperson and alternate chairperson to the council office according to the instructions in the convention call.
- C. Delegate registration forms shall be submitted and processed according to instructions contained in the convention call. No delegate shall be seated until after the registration fee has been paid and it has been certified by the chapter president or secretary that he or she is a duly elected delegate of the chapter.
- D. Only chapters having a delegate or delegates in attendance shall be entitled to vote its total membership strength regardless of how many delegates are present on all recorded votes and elections coming before the convention. The number of votes shall be divided equally among the delegates in attendance with any remaining votes to be cast by the chairperson of the chapter's delegation. No fractional votes shall be permitted. Delegates shall represent only the chapter to which they belong.
- E. Associate members, out-of-state members and chapter members not elected as delegates are welcomed and urged to attend the convention.

**ARTICLE VI
FINANCES**

Section 1. Monthly deduction from Public Employees Retirement System check:

- A. Effective January 1, 2016, those members receiving monthly benefit checks from a Washington retirement system may have deducted from their monthly check their dues \$7.00 (seven dollars) per month and an additional \$7.00 (seven dollars) per month for their spouse or domestic partner and/or any person designated by them to receive a survivor benefit.
- B. The Retired Public Employees Council will transmit by check or on-line banking \$1.40 (one dollar and forty cents) to the appropriate chapter, supplying the treasurer with an ongoing membership list; transmit required per capita payments to the American Federation of State, County and Municipal Employees, AFL-CIO, and shall retain the balance of the dues payment for council operations.

Section 2. Payment by Cash or Check.

- A. Those members not selecting monthly dues deduction or not eligible for a retirement system deduction shall pay their dues directly to the Retired Public Employees Council office by cash, check or credit card.
- B. Dues received by the council office shall be distributed according to Section 1B.

Section 3. Lapsed Membership. When a member ceases paying dues for a period of two months, he/she shall be dropped from membership.

Section 4. Expenditures from the council's general fund shall be in accordance with procedures and guidelines adopted by the council office.

Section 5. The council fiscal year is established as January 1 through December 31 of each year.

Section 6. Two signatures shall be required on all checks drawn on council funds. Council officers and the executive director may be authorized to sign checks.

**ARTICLE VII
OFFICERS**

Section 1. The officers of this statewide Retired Public Employees Council shall be a president, a vice-president, a secretary, a treasurer and ten (10) district executive board members and these fourteen (14) shall constitute the

Retired Public Employees Council Executive Board. Each district shall elect one executive board member, except district nine (9) shall elect two (2). District nine (9) shall elect no more than one district board member from a single chapter.

Section 2. To be eligible for office a member must be in good standing for six (6) months immediately preceding the election.

Section 3. No paid employee of the Retired Public Employees Council shall also serve as an officer of this organization.

ARTICLE VIII ELECTIONS OF OFFICERS

Section 1. The president, vice-president, secretary, treasurer and district executive board members shall be elected for a two (2) year term. Officers and district board members shall be elected in even-numbered years, except that in 2015, officers and board members shall be elected for a one-year term.

Section 2. Nominations for president, vice-president, secretary and treasurer shall be made on the first day of the convention from the floor by duly accredited chapter delegates. Candidates or their designees shall be given the opportunity at the time of nomination to address the delegates not to exceed five minutes total. See Article X, Meetings and Conventions.

Section 3. If only one candidate is nominated, the presiding officer shall immediately declare said candidate elected by acclamation. If more than one candidate is nominated for an office an election by secret ballot by the duly accredited chapter delegates present will be held on the second day of the convention. For the purpose of this election, each chapter shall be apportioned its number of votes in each membership district based on the number of members in each chapter, and each delegate present shall be apportioned their number of votes as described in Article V, Section 13D, of this constitution.

Section 4. A majority of all the votes cast shall be necessary to elect a candidate. When more than two candidates are nominated for a single office and none of them receives a majority of all votes cast, all candidates except the two who received the most votes shall be dropped and a second ballot shall be cast.

Section 5. Nominations for and elections of the ten (10) district executive board members shall be conducted separately by those delegates representing chapters in their assigned district. For the purpose of this election, each chapter shall be apportioned its number of votes in each membership district based on the number of members in each chapter. For purposes of such elections the convention shall recess and the delegates shall caucus in the

appropriate membership district groups; shall select a chairperson and recording secretary and conduct an election of the executive board member(s) to represent the members of each chapter in that membership district on the Retired Public Employees Council Executive Board. The election shall be conducted in accordance with procedures set forth in this constitution. Following the election of the membership district executive board members the convention shall reconvene and the results of the elections shall be announced by each of the membership district caucus chairpersons.

Section 6. Should a vacancy occur in the office of president, vice-president, secretary, treasurer, or any membership district executive board member of the council, such vacancies shall be filled by a majority vote of the executive board; provided: that district executive board members must be members of a chapter in the district they are elected to represent.

Section 7. The AFSCME Retiree Election Manual shall prevail at all convention elections.

Section 8. No funds of the council can be spent in campaigning for an elective office of the council.

Section 9. Election and installation of officers shall take place at the annual convention. Installation format shall be as follows: "I, _____ promise and pledge that I will perform faithfully and with honor the duties of the office, which I now assume in the Retired Public Employees Council of the American Federation of State, County and Municipal Employees. I pledge to fight for a society where all workers and retirees can seek economic and social justice through participation in their union and our democracy. I will work for these goals by organizing unorganized workers and retirees, mobilizing workers and retirees to participate in the political process, and fighting to gain and defend the best possible working standards through contracts and legislation. I acknowledge that it is a privilege to serve in this office and I promise that I will deliver to my successor in office all books, papers and other property of this council, which are in my possession at the close of my official term."

ARTICLE IX DUTIES AND AUTHORITY OF EXECUTIVE BOARD AND OFFICERS

Section 1. The Retired Public Employees Council Executive Board shall be the governing body of the council except when the convention is in session, and shall have all authorities of the convention except the right to amend this constitution. Minutes of all executive board actions will be printed and promptly distributed to the president and secretary of each affiliated chapter and shall be open to inspection and review at the council office upon request of any member in good standing.

Section 2. The executive board shall implement policies and programs as determined by the convention. The board shall give a status report on all resolutions passed by the convention to the chapters at least 60 days prior to the next convention. The executive board shall approve rules and regulations governing hiring of staff, employment standards, salaries, personnel practices, and travel regulations after receiving recommendations from the executive committee.

Section 3. The executive board members shall attend conventions at the expense of the Retired Public Employees Council.

Section 4. By virtue of their office, the executive board members shall have a vote at conventions on all matters except elections. Only board members who are also a delegate from their chapters may vote in elections. On roll call votes they may vote as a board member or a delegate, but not both.

Section 5. An executive committee of the executive board shall be composed of the council president, who shall serve as chairperson; the council secretary, who shall serve as secretary; the council treasurer; and the vice-president. The executive director shall be a non-voting member. The executive committee shall meet on the call of the president. The executive committee can meet by audio or video teleconference on the request of the president after the executive committee has adopted the policy set forth in Appendix F of the International Constitution. The executive committee shall develop and recommend to the executive board rules and regulations governing hiring of staff, employment standards, salaries, personnel practices and travel regulations. The executive committee shall review and make recommendations to the executive board on the annual proposed budget in accordance with policies and programs as determined in convention. The executive committee shall have the power to act on all matters on which the executive board is empowered to act, when, in the judgment of the president, action cannot be postponed until the next full board meeting, subject to the approval of the executive board at its next meeting. Minutes of the executive committee meetings shall be sent to all members of the executive board within ten (10) calendar days after such meetings

Section 6. The executive board shall create from its membership a finance committee. The finance committee shall be composed of the treasurer, who shall serve as chairperson; president and three (3) other members who shall be elected by and from the members of the executive board at the first meeting of the executive board held after the convention. Except for the treasurer and the president, executive board members who are members of the executive committee shall be ineligible to serve on the finance committee. Major expenditures of funds of the council, other than ordinary operating expenses, and the establishment of new staff positions shall be approved by the finance committee in advance. The finance committee is responsible for developing the proposed budget assuring that adequate finances are available to support the budget, presenting the proposed budget to the executive board for approval

prior to the beginning of the fiscal year, and such other financial matters that are referred to the finance committee by the executive board. All acts of the finance committee shall be subject to the approval of the executive committee and executive board at its next meeting. Minutes of meetings of the finance committee shall be sent to the full executive board within ten (10) days after such meetings.

Section 7. In addition to the two standing RPEC committees, the executive committee and the finance committee, a legislative committee and membership committee shall be created as standing committees. The executive board will establish guidelines to govern the duties and responsibilities of the membership and legislative committees.

Section 8. All accounts of the Retired Public Employees Council shall be audited following the close of each fiscal year, or at the direction of the Retired Public Employees Council Executive Board, by a certified public accountant, who shall be appointed by the council treasurer with the approval of the council executive board. The audit report shall be provided to each delegate at the annual convention.

Section 9. The president shall be the principal officer of the council and shall conduct the affairs of the council in accordance with this constitution and in accordance with the policy decisions of the convention and the executive board. The president shall preside at all meetings of the council, at all meetings of the executive board, appoint all committees subject to the approval of the executive board except the executive committee and the finance committee, and shall be a member ex-officio of all committees. The president shall have authority to call special meetings of the executive board or executive committee at any time; provided: That reasonable notice is given to board members. The president shall make the necessary arrangements for the annual conventions and for executive board meetings. At the conclusion of his/her term, the president shall submit a report to the council regarding official acts during such term in office.

Section 10. The vice-president shall actively assist the president in conducting the business of the council in every way possible. In the absence of the president, the vice-president shall preside at all meetings and perform all duties otherwise performed by the president.

Section 11. The secretary shall be responsible for preparing a record of the minutes of the council convention within thirty (30) days after the convention to ensure the final preparation and distribution of such minutes in a timely fashion to the affiliated chapters. The secretary shall also record the minutes of all executive committee and executive board meetings and distribute such minutes as required in Section 1 and 5 above.

Section 12. The treasurer shall be responsible for ensuring the maintenance of

the membership and financial records; shall be the approving authority for all expenditures drawn on the council's funds, and shall be responsible for completion and filing of all pertinent federal and state government disclosure forms and federal income tax reports. The treasurer shall also provide a comparative financial statement to the convention for the months of January 1 through July 31 of the current year.

Section 13. District executive board members shall, when called upon and as required, visit the chapters within their districts. They shall oversee and ensure an effective communication network within their respective chapters. Board members shall report to the council president any significant activities of the chapters and ask the council president for assistance in solving problems. District executive board members shall take an active role in recruiting new members into the council and implementing the membership recruitment/retention plan approved by the executive board.

Section 14. The president shall be the official delegate of the council to the convention and/or any special meetings of the American Federation of State, County and Municipal Employees. The vice president shall be the first alternate of the council to the convention and/or special meeting of the American Federation of State, County and Municipal Employees. The treasurer shall be the second alternate and the secretary shall be the third alternate in the event either the president and/or the vice president are unable to attend.

ARTICLE X MEETINGS AND CONVENTIONS

Section 1. Meetings of the executive board shall be called by the president as necessary, but there shall be at least two (2) meetings during each year. A majority of the members of the executive board shall constitute a quorum for the transaction of business. Meetings of the executive board shall be open to all members in good standing, except the president may call an executive session to discuss and act on personnel matters or active lawsuits where open discussion might do harm to the organization's cause. See Article VIII, Elections of Officers.

Section 2. A convention shall be held every other year, in even-numbered years beginning in 2016, between August 1 and October 31. The convention shall be of not more than two days' duration. Elections of officers and district board members shall be held at the biennial convention. The officers and board members elected at the 2015 convention shall serve until the 2016 convention. A quorum for the transaction of business shall consist of not fewer than one-third of the delegates seated in the convention.

Section 3. The annual convention shall be held at such time and place as is determined by the Retired Public Employees Council Executive Board.

Section 4. Special conventions may be called by a majority vote of the Retired Public Employees Council Executive Board.

Section 5. Notice of the annual convention shall be sent to affiliated chapters at least ninety (90) days prior to the date set for the convention. At-large members shall be notified of the Retired Public Employees Council convention.

Section 6. Registration, rules, resolutions, legislative, constitution, sergeant-at-arms and elections committees shall be appointed by the president prior to the convention and these committee shall function at the annual convention or as required.

ARTICLE XI AMENDMENTS TO THE CONSTITUTION AND BYLAWS

Section 1. Proposed amendments to this constitution and bylaws shall be submitted in writing to the council office, Olympia, Washington, at least forty-five (45) days prior to the annual convention of the Retired Public Employees Council. They shall bear the signature of the chapter president or secretary submitting them.

Section 2. Amendments may also be submitted by the council executive board and shall bear the signature of the council president or secretary.

Section 3. Each proposed amendment must be accompanied by a brief statement explaining why the amendment is needed.

Section 4. The council office shall submit proposed amendments to executive board members and to all chapters and convention delegates at least thirty (30) days prior to the annual convention. The Retired Public Employees Council Executive Board shall review and make a recommendation to the convention on any proposal to amend the constitution.

Section 5. Two-thirds of the delegates voting shall be necessary for adoption of a constitutional amendment. Any adopted changes to the constitution must be sent to the American Federation of State, County and Municipal Employees within thirty (30) days of the adjournment of the Retired Public Employees Council Convention.

Section 6. Nothing contained in Appendix A (the chapter constitution) shall be in conflict with this constitution. In all cases, the council constitution shall prevail. Properly adopted amendments to this constitution shall, where applicable, automatically be incorporated into Appendix A (the chapter constitution).

**ARTICLE XII
MISCELLANEOUS PROVISIONS**

Section 1. Except to the extent specified in this constitution, no officer of the council shall have the power to act as agent for or otherwise bind the council in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the council except to the extent specifically authorized in writing by the president of the or by the executive board of the council.

Bylaws

All questions of parliamentary nature not provided for in the constitution shall be decided by Robert's Rules of Order Newly Revised.

Standing Committees

Standing committees will serve under the direction of the president.

Convention Committees

Registration, rules, resolutions, legislative, constitution, sergeant-at-arms and elections committees shall be appointed by the president prior to the convention and these committees shall function at the annual convention.

Resolutions

Section 1. Resolutions to the Retired Public Employees Council convention shall be submitted in writing at least forty-five (45) days prior to the convention to the council office, Olympia, Washington. They shall bear the signature of the chapter president or secretary submitting them.

Section 2. Resolutions may be submitted by the executive board of the council and shall bear the signature of the president or the secretary of the council up till noon or the first day of convention.

Section 3. Each resolution must be accompanied by a brief statement explaining why the resolution is needed.

Section 4. Copies of properly submitted resolutions shall be sent to delegates fifteen days before the opening day of the convention.

Section 5. The president shall review all proposed resolutions, and assign them to the appropriate convention committee. The convention committee will make any necessary changes in them, consolidate resolutions where appropriate, and report its recommendations to the convention delegates.

Section 6. Resolutions may be submitted by chapters from the floor of the convention with copies provided to all delegates prior to the afternoon recess on the first day of the convention; provided: that the resolutions are accepted for consideration by a two-thirds (2/3) vote of those delegates in attendance. A special meeting of the appropriate committee shall be convened to consider these resolutions.

Section 7. A majority of the delegates voting shall be necessary for adoption of a resolution.

Approved by:

A handwritten signature in black ink that reads "Lee Saunders". The signature is written in a cursive style with a large, prominent initial "L".

LEE SAUNDERS
President