



Bylaws

(approved February 18, 2019)

ARTICLE 1: NAME

The name of this organization is Kalamazoo County Advocates for Senior Issues (KCASI).

ARTICLE 2: PURPOSE

- 2.1 Kalamazoo County Advocates for Senior Issues is a non-partisan political organization whose purpose to educate and advocate as a non-partisan group on issues affecting the lives of older adults and future generations.
- 2.2 The corporation will at all times be conducted as an organization described in Section 501 (c)(3) of the Internal Revenue Code. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or shall be distributed to the Federal Government, or to a state or local government, for a public purpose.
- 2.3 Members coordinate efforts to:
 - 2.3.1 Remain updated on important issues affecting older adults.
 - 2.3.2 Provide and participate in information-sharing opportunities.
 - 2.3.3 Assist in identifying unmet needs of older adults.
 - 2.3.4 Represent older adults to local, state, and federal agencies and legislative bodies on issues concerning older adults.
 - 2.3.5 Advocate through the media and other means to government, neighborhood, church, and community entities, as well as to the community at large to bring about effective action concerning older adults.
 - 2.3.6 Work with relevant organizations with similar goals such as the Area Agency on Aging, Region IIIA to improve the quality of life for older adults in Kalamazoo County.

ARTICLE 3: MEMBERSHIP

- 3.1 Varieties of Membership
 - 3.1.1 Individual: individuals and couples interested in senior issues; each person shall be a voting member
 - 3.1.2 Non-profit: Not-for-profit organizations interested in senior issues may join KCASI and designate two representatives as voting members.
 - 3.1.3 Business: for-profit businesses interested in senior issues may join KCASI and designate two representatives as voting members.

3.1.4 Sponsors: businesses or individuals who wish to receive recognition for supporting the organization; each sponsor may designate two representatives as voting members.

3.2 Memberships are valid for one calendar year beginning in January. If membership dues are paid in the last 3 months of the year, the membership is good for the entire next calendar year.

3.3 Persons with paid memberships are eligible to vote on motions presented during regular KCASI meetings and to serve on committees.

ARTICLE 4: MEMBERSHIP MEETINGS

4.1 At least nine monthly general meetings will be held at the time, place, and date determined by the Executive Committee. General meetings will be publicized and are open to the public at large regardless of organizational membership.

4.2 The President may call special meetings of KCASI whenever urgent matters require KCASI attention.

4.3 All meetings of KCASI and its committees will follow Robert's Rules of Order, Revised, except when the Bylaws define different operating procedures.

4.4 There is no set quorum. Those members present at any regular general membership meeting are empowered to conduct its business.

ARTICLE 5: BOARD OF DIRECTORS

5.1 Governance of KCASI will be conducted through a Board of Directors consisting of a President, President Elect, Immediate Past President, Secretary, Treasurer, two Members at Large and the Chairs (or representatives) of each of the appointed Committees. The Board of Directors will designate the President, President Elect, Secretary and Treasurer as an Executive Committee to help recommend direction and policy of KCASI

5.2 KCASI will elect a President, President Elect, Secretary, Treasurer and two Members-At- Large at the last general membership meeting of the calendar year.

5.3 Directors are eligible for two consecutive terms of two years each after which, they may be elected to a different office.

5.4 Election. Candidates for the Board of Directors must be members in good standing of KCASI. The slate of candidates will be published to the KCASI membership one month before the Annual Meeting and will be voted on at the Annual meeting of each year. KCASI members in good standing are eligible to vote and may do so by attending the Annual Meeting or by mail or email message to the Executive Committee

5.5 Duties.

President. The President will preside at all Membership, Board and Executive Committee meetings. Together with the Board of Directors, the President will appoint Committee Chairpersons, set meeting agendas and review the Annual Report.

President Elect. The President Elect will perform the duties of the President in his or her absence and assist when called on by the President.

Secretary. The Secretary will record the minutes of Board of Directors and Executive Committee meetings and will handle correspondence as directed by the Board of Directors.

Treasurer. As directed by the Board of Directors, the Treasurer will keep the financial records of the organization and provide regular reports to the Executive Committee and the Members.

The Treasurer will prepare an Annual Financial Report. The KCASI organization also provides fiscal management for Celebrate Elderhood unless and until the CE directs otherwise. Member-at-Large. Two Members-at-Large will be elected to the Board of Directors for the purpose of providing community input on behalf of general KCASI membership.

ARTICLE 6: BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE

- 6.1 The Board of Directors will be comprised of the four elected officers, the immediate Past President, two Members-at-Large, and the Chairs or designated representatives of each Committee. The Board of Directors has all the governing powers of KCASI. Bylaws changes and statements of policy must be approved by a vote at a regularly scheduled Membership meeting.
- 6.2 The Executive Committee will be comprised of the four elected officers and will act on behalf of the Board of Directors when necessary and approved by the Board.
- 6.3 The Board of Directors shall meet at least nine times per year monthly at an agreed upon time and place to conduct business necessary to the organization. A majority of the Board members will constitute a quorum.
- 6.4 The President will call Executive Committee meetings as needed.
- 6.5 The Executive Committee may fill any Executive Committee vacancy that occurs between Annual Meetings. This action must be published to the KCASI membership.

ARTICLE 7: COMMITTEES

- 7.1 Chairpersons of all committees will be appointed by the KCASI President with the approval of the Executive Committee. The Committee Chairperson and/or co-chair may seek the advice of the Executive Committee in selecting Committee members
- 7.2 Nominating Committee will identify candidates for each open position on the Executive Committee.
- 7.3 Legislative Committee will identify issues of concern to seniors at local, state, and national levels of government and develop a plan for policy or legislative advocacy. The Legislative Committee will regularly provide updates on the progress of the identified issues and provide opportunities for KCASI members to express their concerns to their elected officials.
- 7.4 Financial Review Committee will review the annual expenditures and revenue to ensure sound financial management.
- 7.5 Outreach and Marketing Committee will develop and update social media and mailing lists for timely news releases, regular updates and meeting notices per Committee Description.
- 7.6 Other Committees may be developed as the need arises.

ARTICLE 8: AMENDMENTS

These Bylaws may be amended by a majority vote of those present at a regularly scheduled membership meeting, provided that full notice of the amendment has been submitted in writing either by U.S. mail or electronically to each member at least ten days in advance of such meeting.