

**BYLAWS OF THE MID-EAST AREA READNG COUNCIL
INTERTIONAL READING ASSOCIATION**

ARTICLE I - NAME

Section 1 - Nature

The council shall be called the Mid-East Area Reading Council serving the areas of Outagamie County and Winnebago County except for City of Oshkosh and shall be a professional organization for individuals who are genuinely concerned with planning, delivery, and assessment of reading as an integral part of all learning opportunities.

ARTICLE II - PURPOSE

Section 1 - Purposes

The purpose of the council shall be: 1.) to encourage the study of reading at all educational levels; 2.) to stimulate and promote researching all phases of the reading process; 3.) to study the various factors that influence the progress in reading; 4.) to publish the results of pertinent and significant investigations and practices; 5.) to act as an intermediate clearing house for information relating to reading; 6.) to disseminate knowledge helpful in reading intervention; 7.) to sponsor conferences and meetings planned to implement the purpose of the council and national association; 8.) and to promote mutual understanding and cooperative work among educators in the elementary grades, middle school/junior high, high school, special areas, college and leadership positions.

ARTICLE III – MEMBERSHIP AND DUES

Section 1 – Eligibility

Membership in the council shall be open to all persons engaged in the teaching or supervision of reading at any school level, to parents and to others interested in the purposes of the council.

Section 2 – Membership

Membership in the council shall become effective upon payment of the council dues for the fiscal years beginning September 1 and ending August 31.

Lifetime honorary members do not pay annual dues but are entitled to full membership privileges. Persons are eligible for honorary membership if they have been members of MERC for at least five years prior to retirement from the field of education.

District administrators within the Mid-East Reading Council district may be considered honorary members. Superintendents within the Mid-East Reading Council district are automatically considered honorary members.

Section 3 - Council Dues

Dues for annual membership in the council may be voted upon annually. Dues are payable to the treasurer for the fiscal year on or after the first fall meeting for the current school year.

Section 4 – International Dues

Dues in the international Reading Association, which includes voting and discount privileges and journal subscription, may be paid to the council treasurer or directly to the IRA Headquarters.

Section 5 – Arrears

Any member who has not paid local dues by November becomes inactive. A member whose dues are delinquent should be notified by the membership chairman before his/her name is eliminated.

Section 6 – Dissolution

In case of the dissolution of this council, any assets remaining after the payment of dues or provision thereof will revert to the Wisconsin State Reading Association.

ARTICLE IV – OFFICERS

Section 1

The elected officers of the council shall be a vice-president, a president elect, a president, a past president, a treasurer, a membership secretary, and a recording secretary. Any member in good standing, who is also a member of the International Reading Association, is eligible to election as an officer of the council.

Section 2 – Term of Office

The term of vice-president shall be one year. The vice-president shall then automatically succeed to the office of president elect for another one year term. The president elect then becomes president for one year. At the expiration of a year in office, the president shall become past president for one year.

The term of recording secretary shall be one year. The term of corresponding secretary shall be one year. The term of treasurer shall be one year. The term of membership secretary shall be one year. These officers may be reelected.

Section 3 – Time of Assuming Office

Each officer shall assume the duties of the office on May 1 following election at the last annual meeting in late spring and shall continue to serve for the duration of the term.

Section 4 – Duties of the President

The president shall act as the executive officer of the council and the Chair of the Program Committee. The president shall provide a program schedule as part of the first mailing in September.

Section 5 – Duties of the President Elect

The president elect shall serve as a member of the Executive Board and shall perform the duties of the president in the event of the absence, incapacity or resignation of the president. Should the office of president become vacant, the president elect shall become president immediately and shall serve the unexpired portion of the president's term, in addition to the year for which s/he was elected. If the president and the president elect are incapacitated or resign, the vice-president shall serve as acting president until such times as a special or next regular election can be held.

Section 6 – Vice-President

The vice-president shall serve as a member of the Executive Board and council archivist. Should the office of president elect become vacant, the vice-president shall become president elect immediately, and shall serve the unexpired portion of the president elect's term.

Section 7 – Duties of the Treasurer

The treasurer shall: 1.) execute the duties essential to the maintenance of accurate and up-to-date records; 2.) have custody of the funds of the council which shall be deposited in the name of the Mid-East Reading Council of the International Reading Association; 3.) collect dues and other monies due the council; 4.) sign checks and drafts on behalf of the council for the disbursement of funds in accordance with the approval of members; 5.) cooperate fully with an annual audit and within thirty (30) days of retirement for officer, shall turn over to the successor all funds, accounts and books of the treasurer.

Section 8 – Duties of the Recording Secretary

The recording secretary shall: 1.) execute the duties essential to the recording of all business and happenings at all general meetings and all meetings of the Executive Board; 2.) keep a permanent book of the minutes of all meetings; 3.) cooperate fully with successor by turning over up-to-date records within thirty (30) days of retirement from office.

Section 9 – Duties of the Membership Secretary

The membership secretary shall: 1.) keep an accurate and up-to-date record of total membership including latest addresses, telephone numbers, and email addresses; 2.) notify those who owe dues; 3.) cooperate fully with successor by turning over up-to-date records within thirty (30) days of retirement from office.

Section 10 – Additional Duties

Each office also shall adhere to the duties and responsibilities of office as outlined annually by the International Reading Association wherein said duties do not conflict with duties specified herein.

ARTICLE V – EXECUTIVE BOARD

Section 1- Function

The Executive Board shall exercise general supervision over the property and affairs of the council. It shall have the general power to administer the affairs of the council between general business meetings and shall report its action to the next general meeting.

Section 2 – Composition

The Executive Board shall consist of the part president, president, president elect, vice-president, treasurer, recording secretary, membership secretary, the publicity chairman and the Wisconsin State Reading Association representative.

Section 3 – Meetings

The first Executive Board meeting shall be held not later than September in order that the standing committees may be appointed with a greater part of their official year remaining for their specific work. Also, the yearly calendar shall be established. The Executive Board shall be empowered to hold such meetings, on the call of the president, as it shall deem necessary, and at such times and places as the president may determine. Not less than three (3) meetings shall be held a year. A meeting immediately before or after a general meeting is recommended for some of the Executive Board meetings.

Section 4 – Quorum

A quorum for a meeting of the Executive Board shall consist of three (3) members.

ARTICLE VI – ASSEMBLY

Section 1 – Composition

The Assembly shall consist of the Executive Board and all other member of the council.

Section 2 – Function

The Assembly shall be the legislative body of the Mid-East Area Reading Council and shall have full power and authority over the affairs of the council within the limits set by these bylaws. It shall have authority to review decisions made by the Executive Board and accept or reject them.

Section 3 – Quorum

A quorum shall consist of a majority of those present and eligible to vote in the Assembly.

Section 4 – Meetings

The Assembly of the Mid-East Reading Council shall meet at least three (3) times a year. The first meeting is to be no later than October 30; the last meeting is to be no later than the first week in May.

Section 5 – Notification of Meetings

All members shall be notified at least two (2) weeks in advance of each of the meetings as to date, time and place.

Section 6 – Amendments

The Assembly of the Mid-East Area Reading Council shall have the power to amend these bylaws as provided in Article II.

ARTICLE VII – ELECTIONS

Section 1 – Mode of Election

All officers, except the president and the directors, shall be elected at the last annual meeting. After the slate from the nominating committee has been presented, the president shall give an opportunity to propose nominations from the floor for each office. If nominations are not given from the floor, then the secretary shall be directed to cast an unanimous vote. If there shall be more than one nominee for any office, voting shall be by ballot and a majority of the votes cast shall be necessary for selection.

Section 2 – Nominating Committee

The Nominating Committee shall prepare a slate of nominees annually. Advanced consent shall be secured by the nominating committee from each candidate.

Section 3 – Term of Office

The term of office of each elected member shall begin on May 1, following the annual meeting in April.

ARTICLE VIII – COMMITTEES

Section 1 – Standing Committees

There may be such standing committees as specified in Section 2-6 of this article.

Section 2 – Publicity Committee

The Publicity Committee may publicize all meetings and work in the local and state newspapers and in the television and radio stations. They shall send articles to the national committee chair for publications and organization and to the editor of the state newsletter. They shall encourage members to study problems that merit their efforts and disseminate research information in the council. School administrators, school teachers, college administrators and/or teachers may compose this committee.

Section 3 – Membership Committee

The Membership Committee shall be responsible for plans to contact and secure new members and to notify members whose dues are delinquent.

Section 4 – Program Committee

The Program Committee, consisting of the Executive Board members, shall make plans for the meetings of the council. The president shall be chair of this committee.

Section 5 – Nominating Committee

The Nominating Committee shall be composed of at least three (3) members appointed by the president with the approval of the Executive Board. The Nominating Committee shall prepare a slate of nominees annually. Advance consent shall be secured by the Nominating Committee from all candidates. This committee should be appointed at the second meeting.

Section 6 – Auditing Committee

The Auditing Committee shall make an annual audit and report such at the first meeting of the next fiscal year. It shall have three (3) members.

Section 7 – Mode of Appointment

The members of the standing committee shall be appointed by the president with the approval of the Executive Board. There shall be a hold-over of some members of each committee, the member to be specified by the president.

Section 8 – Chairs

The chairs of each standing committee shall be appointed yearly by the president with the approval of the Executive Board, except as specified in Article VIII, Section 4, the chair of the Program Committee.

Section 9 – Temporary Committee

Temporary or special committees may be authorized by the Executive Board from time to time as deemed necessary and shall serve for a specified period. The members and chairs shall be appointed by the president with the approval of the Executive Board.

ARTICLE IX – REPRESENTATION

Section 1 – Annual National Assembly

The representation of the Mid-East Reading Council at the Assembly of the International Reading Association shall be in accordance with that specified by the bylaws of the International Reading Association in Article VI, Section 1, which reads in part as follows:

“...Each Local Council of 10-50 members of the Association shall be entitled to one (1) representative and an additional representative for each fifty (50) members...A council may send an alternate for each representative; an alternate may vote only when his representative is absent...”

Section 2 – Annual State Assembly

The representative shall be in accordance with that specified by the bylaws of the Intermediate (State) Council.

ARTICLE X – PARLIAMENTARY AUTHORITY

The rules contained in Robert’s Rules of Order, Revised, shall govern the proceedings of this council, except in such cases as are governed by the constitution and bylaws and Special Rules adopted by this council.

ARTICLE XI – AMENDMENTS

Section 1 - Origin

Amendments to the bylaws shall be proposed by: 1.) a quorum of the Executive Board; 2.) the vote of the majority of the voting members present at a regular business meeting of the council.

Section 2 – Procedure for Amending

Amendments may be adopted by the affirmative vote of two-thirds of the voting members of the council at a regular meeting of the council, after presentation at the previous meeting and/or provided that the proposed amendment had been circulated to each voting member at least thirty (30) days in advance of the meeting of the council.

Section 3 – Incorporation

Amendments adopted as described in Section 2 shall be incorporated into these bylaws.

Adopted April 5, 1967
Amended January 27, 1972
Amended January 18, 1983
Amended April 18, 1985
Amended September, 1992
Amended September 2000
Amended October 2006