

## **BY-LAW 9. Sub-Chapters.**

(A) A Sub-Chapter will be created if (1) MRSEA receives a written request from a minimum of eight (8) retired Minnesota state employees who want to create a Sub-Chapter of MRSEA in a given geographical area, and, (2), the Sub-Chapter submits By-Laws to MRSEA that are not in conflict with MRSEA's Constitution and By-Laws.

(B) By-Laws of the Sub-Chapter and any proposed Amendments thereto, shall be approved by a person designated by the MRSEA President. This person's responsibility is to insure there are no provisions in conflict with the Constitution and By-Laws of MRSEA. Any conflict shall be resolved in accordance with MRSEA policy set forth in the document "Chapter - Sub- Chapter Relationships approved by the MRSEA Board of Directors on June 14, 2006.

(C) Membership in the Sub-Chapter shall be consistent with the membership requirements provided for in the MRSEA Constitution and By-Laws

(D) A Sub-Chapter shall hold a minimum of two (2) meetings each year, one of which is to be designated as the Sub-Chapter's Annual Meeting at which officers are elected and any other official Sub-Chapter business is conducted.

(E) (1) Officers of a Sub-Chapter, elected at the Annual Meeting shall include at least a President, Vice-President and Secretary/Treasurer. If the Sub-Chapter's By-Laws so provide, additional officers and members of the Sub-Chapter's Board of Directors may be elected or appointed.

(2) Only Sub-Chapter members who have paid their current dues to MRSEA may serve as an Officer or member of the Sub-Chapter's Board of Directors.

(3) Board of Directors' members or officers of a Sub-Chapter may be removed according to the procedures in MRSEA By-Law 6. Paragraph K.

(F) (1) The fiscal year for the Sub-Chapter shall be established to begin on the first of the month following their annual meeting.

(2) MRSEA will provide a rebate of dues to a Sub-Chapter upon request, based on the number of MRSEA dues-paying members attending and signing a roster at the Sub-Chapter's Annual Meeting. (Refer to the Chapter--Sub-Chapter Relationship in (B) above.)

(3) Mailing service assistance in contacting Sub-Chapter members will be provided by MRSEA.

(G) (1) A Sub-Chapter whose membership falls below four (4) members who regularly attend Sub-Chapter meetings, for two (2) consecutive fiscal years, or a Sub-Chapter that fails to elect the three required Officers at its Annual Meeting shall become an inactive Sub-Chapter. The MRSEA liaison and Board will attempt to assist the Sub-Chapter to achieve these requirements to be reactivated.

(2) A Sub-Chapter that does not currently have any officers, will identify a Sub-Chapter contact member for the MRSEA Business Administrator.

(3) If after a third fiscal year, sufficient membership (more than four [4] members) has not been achieved or officers have not been elected, the Sub-Chapter may dissolve.

(H) Dissolution. (1) Upon Dissolution of a Sub-Chapter, all of its assets remaining after payment of all costs and expenses of such dissolution, shall be returned to MRSEA.

(2) The President and Business Manager of MRSEA, and the last Sub-Chapter officers shall sign a written document listing the type of asset and the amount of any money returned to MRSEA. These assets shall be retained by MRSEA for five (5) years.

(3) If at any time prior to the five (5) year time limit, the Sub-Chapter is reactivated, these assets shall be returned to the Sub-Chapter.

(4) At the end of the five (5) years, and if the Sub-Chapter is not reactivated, the Sub-Chapter assets shall become assets of MRSEA.

BY-LAW 9 10. AMENDMENTS. (Renumber from 9 to 10).