

BY-LAWS OF THE WISCONSIN COALITION OF ANNUITANTS

ARTICLE I - NAME

Section 1. The name of the organization shall be the WISCONSIN COALITION OF ANNUITANTS, hereafter referred to as the Coalition.

ARTICLE II - PRINCIPAL OFFICE

Section 1. The principal office and place of business of the Coalition shall be Madison, WI., Dane County.

ARTICLE III - OBJECTIVES

Section 1. The objectives of this organization shall be to provide a forum and a mechanism to bring together organizations representing state, school and local annuitants in the Wisconsin Retirement System (WRS) to a) share information on Department of Employee Trust Funds (ETF) and State of Wisconsin Investment Board (SWIB) activities; relevant state and federal legislative proposals that might impact the WRS or annuitants; and information of interest to annuitants, b) discuss and actively pursue issues and problems impacting upon WRS annuitants, and c) promote maintaining the institutional integrity of the WRS and encourage and promote its continuing effectiveness and efficiency.

ARTICLE IV - MEMBERSHIP

Section 1. Membership in the Coalition will be open to any statewide or regional organization with 100 or more Wisconsin Retirement System annuitant members or with ten percent (10%) or more of estimated potential annuitant members. However, separate membership is not open to any regional organization that has an available statewide affiliation. Member organizations may include active as well as retired participants of the WRS.

Section 2. Organizations that have been instrumental in establishing the Coalition that do not meet the membership criteria of Section 1 as to number of members or a statewide presence may participate as charter members. All other organizations must meet these criteria to be eligible for membership.

Section 3. After the effective date of the formation of the Coalition, any organization not a charter member shall file an application for membership that will be screened for eligibility by the executive committee, and if appropriate, recommended for membership at a regular Coalition meeting.

ARTICLE V - ORGANIZATION AND GOVERNANCE

Section 1. Each organization meeting the membership criteria, either as a charter member or as accepted for membership after the effective date of the formation of the Coalition, shall designate a member and an alternate from its organization to represent it in the Coalition. The Coalition representatives and alternates of all member organizations shall be known as the COALITION OF ANNUITANT DIRECTORS. The Coalition of Annuitant directors shall meet at such time and place when notified by the chair at least seven calendar days before each meeting. In the event of an emergency situation, the chair shall have the authority to call a meeting as soon as possible without the seven-day provision.

Section 2. The Coalition of Annuitant Directors shall have a 1) Chair, 2) Vice-Chair, 3) Secretary and 4) Treasurer. These officers shall constitute the executive committee of the organization. Terms of office for members of the executive committee shall be one year - starting on January 1st of each year. Annual nominations for these offices will be due to the Secretary by the October meeting. Ballots will be mailed following the October meeting to each organization which will have one (1) vote and will be signed by one of the organization representatives. Ballots are to be returned to the Secretary by the November meeting. The election results will be announced at the November meeting, and installation of officers for the subsequent year will be at the end of the December meeting.

(A) DUTIES OF THE CHAIR shall be to preside at all meetings of the Coalition Directors and at the annual conference and to serve as chair of the executive committee. The chair shall appoint directors in good standing to committees to advance the objectives of the Coalition, call meetings, furnish guidance to the executive committee and act on behalf of the Coalition when necessary and appropriate.

(B) DUTIES OF THE VICE-CHAIR shall be to assume the duties of the chair when necessary and to perform other duties as directed by the chair and executive committee.

(C) DUTIES OF THE SECRETARY shall be to keep the records of the Coalition of Annuitant Directors, record minutes of 1) the Directors' meetings, 2) the executive committee, and 3) the annual conference and to perform other such correspondence duties as may be prescribed by the Coalition Directors. The Secretary shall provide copies of minutes to the officers, Coalition Directors and the membership or others at the direction of the chair.

(D) DUTIES OF THE TREASURER shall be to act as custodian of the funds of the Coalition, to collect fees from member organizations and perform financial transactions for the annual conference, and to provide supervision over the financial affairs of the Coalition. The Coalition Directors are authorized to require and provide bonding for the Treasurer. The Treasurer shall prepare timely financial reports for the executive committee and the Coalition Directors, provide for financial audits and report to the annual conference and any other time at the request of the executive committee or the Coalition Directors.

ARTICLE VI - DUES

Section 1. Annual membership dues will be determined by the Coalition Directors following the approval of the annual budget. Dues of member organizations shall be payable within 30 days after the approval of the annual budget at the January meeting. For the Coalition member group to maintain its eligibility to be represented in the Coalition and to vote on any issue to come before the Coalition it must meet this obligation.

Section 2. Dues will be assessed as a constant amount for each member organization without regard to the number of annuitants in the member organization.

Section 3. No dues or fees will be refunded upon severance of membership from the Coalition by any member organization.

ARTICLE VII - MEETINGS AND AGENDAS

Section 1. The secretary will provide to all member organizations in good standing and represented on the Coalition of Annuitant Directors meeting announcements including the agenda of all speakers and subjects to be discussed and/or voted upon at least seven calendar days before each meeting of the Coalition Directors.

Section 2. Each member organization of the Coalition Directors shall have one vote on any matter formally brought before the Directors. A quorum of 50% of all member organizations in good standing (rounded to the next higher whole number) must be present for any formal vote.

Section 3. The Coalition will publicly support only those motions/resolutions that receive unanimous support when a quorum is present.

Section 4. Any member organization not able to be represented at a regular meeting of the Coalition Directors may authorize a proxy vote by any other member organization representative as long as the authorization is in writing. The existence of proxy votes will count toward a quorum for votes on motions for which the proxy has been authorized.

Section 5. The Coalition will host an annual conference for all Wisconsin Retirement System participants and the public

ARTICLE VIII - FISCAL YEAR

Section 1. The fiscal year of the Coalition shall be January 1st through December 31st.

ARTICLE IX - DISBURSEMENTS

Section 1. Disbursement of funds of the Coalition shall be by check signed by any of the following: chair, treasurer or others that the chair or Directors may from time to time authorize.

ARTICLE X - OFFICIAL PROCEDURE

Section 1. Robert's Rules of Order shall govern all parliamentary procedures of the Coalition Directors.

ARTICLE XI - AMENDMENTS

Section 1. Amendments to the By-laws may be adopted by the Coalition Directors at a regularly scheduled meeting of the Coalition.

Section 2. Amendments to the By-laws proposed by the Executive Committee shall be an agenda item at the next Coalition Directors meeting.

Section 3. Amendments to the By-laws require a two-thirds vote of the Coalition Directors.

Approved by the WCOA on February 18, 2009.
Amended April 15, 2013 (Article IV, Section 1)