Washington State School Retirees' Association

WSSRA BYLAWS 2026-2027

Amended by Delegate Assembly Vote June 2026

WSSRA Bylaws (amended June 2026)
Reviewed by Rules and Resolution Committee 2025-2026

ARTICLE I – NAME AND LOCATION

Section 1: The name of this Association shall be the Washington State School Retirees' Association, often referred to as WSSRA, formerly known as the Washington State Retired Teachers Association, referred to as WSRTA.

Section 2: The location of the principal office of the Washington State School Retirees Association (WSSRA) shall be determined by the Executive Board.

ARTICLE II –VISION/MISSION/PURPOSE

WSSRA, a nonprofit association, is dedicated to preserving, protecting, and enhancing the benefits of educational retirees.

The Association's Vision will provide leadership and promote action relevant to all retired and active school personnel.

The Association's Mission is to…

1. Develop, propose, and implement actions that will benefit all school retirees.
2. Propose legislation and legislative action that will enhance school retirees' lives.
3. Provide the support necessary to strengthen local units of WSSRA.
4. Foster involvement by school retirees in educational and community activities and organizations.
5. Communicate to local units the activities of entities that support retired school personnel.
6. Represent all present and future Washington State school retirees, both classified and certificated.

ARTICLE III – MEMBERSHIP AND DUES

Section 1. The Membership classifications are defined as:

1. Regular Membership:
    1. Washington State retired or active state-certificated or classified school personnel and/or their spouses are eligible for membership upon payment of dues.
    2. Retired out-of-state education professionals and their spouses residing in Washington State upon payment of dues.
2. Honorary Membership is a class of membership granted by specific action of the Executive Board to people deserving of special recognition. All the rights and privileges of regular membership are granted without payment of dues.
3. Honorary Memberships (upon request of Local units) may be extended to WSSRA members who have attained the age of ninety (90) years and meet the qualifying criteria found in the Policies and Procedures, Article XX – Membership. Such honored members shall retain all rights and privileges of regular membership without paying State and Local Unit Dues.
4. Honorary Lifetime Memberships are given to all former State Presidents of the Association, with all rights and privileges of regular membership granted without payment of dues. They do, however, have the option to maintain a regular membership.

Section 2. State Association annual dues shall be proposed by the Executive Board and established by the Delegate Assembly. The dues so established shall remain in effect until changed by the Executive Board and approved by the Delegate Assembly.

Section 3. Notice of any proposed dues change shall be published in the Association's next *Journal* after March 1.

ARTICLE IV – OFFICERS

Section 1. Elected officers of this Association shall be:

1. President
2. President-elect
3. President-elect shall automatically become President for the ensuing year.

Section 2. Appointees: The Executive Board shall hire/appoint for new or continuing service:

1. Secretary
2. Treasurer

Section 3. The term of office for officers shall be

1. One (1) year, commencing immediately following installation.
2. Elected officers shall be limited to one term.
3. After three (3) years of not holding an office, a former officer may serve a new term.

Section 4. Officers' duties shall be:

1. The President shall:
    1. Be the official spokesperson of the Association and be guided and limited by the Association's Bylaws.
    2. Preside over all meetings of the Association, all meetings of the Executive Board, and all regular meetings of the Council of State Committee Chairs.
    3. Serve as an ex officio member of all Committees.
    4. Work with the President-elect, the State Committee Chairs, the Treasurer, and the Executive Director in preparing the annual budget.
    5. Have responsibility for Convention arrangements and shall serve as Chair of the State Convention Committee.
    6. With the Executive Director, make an oral report of the Association's activities at the Annual Convention. The content of that report shall be included in the Convention Delegate Handbook.
    7. Communicate with Local units and members regularly.
    8. Be responsible for the administration of the Association.
    9. Conduct an orientation workshop annually for Board members.

2. The President-elect shall:
    1. Serve as a Member of the Executive Board and the Council of State Committees.
    2. Work with the President, the State Committee Chairs, the Treasurer, the Fiscal Officer, and the Executive Director in preparing the annual budget.
    3. Appoint the Committee Chairs and Committee members specified in these Bylaws for the ensuing year.
    4. Act in the place of the President when the President is unable to serve.
    5. Contact Local units and Coordinating Councils for communication and representation.
    6. Oversee such Association duties as are assigned by the President.
    7. Automatically becomes the President for the following year after being installed at the Delegate Assembly.
3. The Immediate Past President shall:
    1. Serve as a
        1. Member of the Executive Board and perform such duties as requested by the President.
        2. Act as advisor to the President and the President-elect.
4. The Secretary shall:
    1. Perform all the duties incidental to the office of Secretary or cause those duties to be performed in conjunction with the responsibilities of the Executive Director as listed in their Job Description.
5. The Treasurer shall:
    1. Perform all the duties related to the office of Treasurer or cause those duties to be performed in conjunction with the responsibilities of the Fiscal Officer and Executive Director as listed in their Job Descriptions.

Section 5. Nomination & Election of President-elect:

1. The President-elect shall be elected at the Delegate Assembly by the delegates.
2. With the Executive Director, the Nominating and Review Committee member from the region that is entitled by the presidential sequence to have a candidate for President-elect, shall poll the Coordinating Councils in the eligible Districts and obtain nominees.

4. Each Coordinating Council in the eligible region may submit one candidate for President-elect to the Nominating Committee, who shall report the candidates to the Spring Executive Board meeting each year.
5. Nominations may be made on the floor at the Delegate Assembly by any Delegate from a Local Unit, provided prior approval has been given by the Nominating and Review Committee.

Section 6. Vacancies

1. An officer vacancy shall be filled for the remainder of the term by the action of the Executive Board.
2. In the event of a vacancy in the office of the President-elect, the nominating region shall submit the name or names of one or more nominees. The names of these nominees, along with biographies, shall be forwarded to each Coordinating Council for a vote. The vote must be taken within thirty (30) days of notification and may be by telephone or e-mail. If the vacancy occurs after April 1, it shall be the first order of business at the next Delegate Assembly to elect a new President-elect who shall become President for the following year.
3. Any other vacancy on the Executive Board shall be referred to the Coordinating Council within the nominating region wherein the vacancy occurred for recommendations to the Executive Board.

ARTICLE V - EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the following members:

1. President
2. President-elect
3. Immediate Past President
4. District Representatives

*Other members who shall be non-voting but have the right to debate.

5. Secretary
6. Treasurer
7. Historian
8. Parliamentarian
9. ***Journal*** Editor
10. Executive Director, Ex officio, shall be non-voting but have the right of debate.

Section 2: District Representatives

1. Representatives shall serve as members of the Executive Board.
2. If unable to attend an Executive Board meeting, the District Representative shall:
   a. Appoint an alternate who shall have full rights and privileges of that office and vote at that meeting.
   b. The order of alternate appointees is
      1. Coordinating Council Chair
      2. Local Unit President
      3. Local Unit Officer.
3. Elected to the Delegate Assembly by the Delegates from the respective Coordinating Council District.
   a. Shall be a Member of a Local Unit included in the respective District he/she represents.
4. Term limitation of each District Representative shall be three (3) years.
   a. Term limits and exceptions:
      1. Limited to serve one term.
         1. Exceptions: Filling an unexpired term.
         2. After three (3) years of not holding an office, a former officer may serve a new term.
5. Rotation schedule for electing District Representatives shall be specified in the Bylaws.
   a. Elected in June 2027 and every 3 years thereafter: NW-2, E-7
   b. Elected in June 2028 and every 3 years thereafter: SW 4, E-6, E-8.
   c. Elected in June 2029 and every 3 years thereafter: NW-1, SW-3, E-5
6. To nominate a District Representative, the following shall occur:
   a. Each Coordinating Council District shall submit one or more candidates for District Representative to the Association's Nominating Committee
   b. Nominations may be made on the floor at the Delegate Assembly by any Delegate from a Local Unit within that Coordinating Council District, provided approval has been made by the Nominating and Review Committee.
7. Should a Coordinating Council fail to recommend a candidate, the Incoming President may appoint a willing member who would otherwise be ineligible because of serving prior years.
8. District Representative Vacancy

a. If a vacancy should occur during a District Representative's term of office on the Executive Board, the affected Coordinating Council District shall recommend an interim District Representative. Upon approval by the Executive Board, the new District Representative shall serve for the remainder of the term.

b. The Executive Board shall declare a vacancy if any representative is absent without an official excuse from two consecutive meetings of the Executive Board.

9. District Representatives shall

a. Function as a liaison between the Executive Board and Coordinating Council, assigned Committees, and Units.

b. District Representative shall attend

i. Six (6) Executive Board meetings per year

ii. Meetings when requested by the President to represent the Association.

iii. Minimum visit of one meeting at each local unit within the District the Representative represents.

iv. All meetings of the District Representative's District Coordinating Council.

v. Other meetings in the Coordinating Council District are of value to the Association.

vi. Assist and work with members of the State Committees within their representative District.

vii. Responsible for the selection of scholarship recipients from their districts, following the guidelines established by the Scholarship Committee.

Section 3. Duties of the Executive Board

1. Be the governing body of the Association between Delegate Assemblies.
2. Assist in determining and conducting the Association's policies.
3. Act in an advisory capacity to the President.
4. Assist and advise committees in performing their duties.
5. Resolve interim problems and detail the work of the Association.
6. Appoint for continuing employment the Executive Director; hire/appoint a Secretary and appoint the Treasurer. The services of the Secretary and/or Treasurer may be discontinued by either the Appointee or the Board by written notice to the other party thirty (30) days before an effective termination date. The Executive Board shall fill vacancies in these positions.
7. In consultation with the Staff Personnel Committee, ratify the Staff Personnel

Committee recommendations regarding salaries and expense allowances.

8. Approve the dates and sites for future Conventions.
9. Approve the purchase of fidelity bonds to cover signatories of deposits and withdrawals of association funds.
10. Identify the people and organizations to which the Association ***Journal*** shall be distributed.

Section 4. Executive Board Meetings

1. A minimum of six (6) Executive Board meetings per year.
    1. One meeting will be held in conjunction with the annual Delegate Assembly.
    2. One in conjunction with the Executive Board Orientation Session.
    3. One preceding the convention.
    4. Three (3) at the discretion of the President
2. Meeting notice given
    1. At least fourteen (14) days' notice of time and place.
    2. Emergency meeting requires only forty-eight (48) hours' notice.

Section 5. Meeting Description

1. Meeting is defined as:
    1. On-site
    2. Online/hybrid meetings using remote technology (e.g., Zoom) that provide live visual pictures of members, complete discussion, and debate opportunities, and may replace one or more of the six required face-to-face Executive Board meetings.
    3. Virtual/Hybrid meetings, all regular voting procedures (e.g., agenda approval) shall continue to be in effect as though the meeting were held face-to-face.

Section 6. Quorum

1. Shall consist of a majority of the voting Board members.

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Section 7. Appointees

1. The Executive Board shall appoint and/or reaffirm annually the following:
    1. *Journal* Editor: The Editor of the Washington State School Retirees' Association *Journal* shall:
    2. Serve as a liaison to enhance communication between Officers, Committee members, Association members, and the Executive Board.
    3. Attend Executive Board meetings but shall not have a vote.
2. Historian: The Historian shall:
    1. Write a narrative history for those years for which none has been published.
    2. Facilitate the preparation by the immediate Past President of a narrative account of the Association's activities during their term of office, which, when approved by the Delegate Assembly, will become a permanent part of the Association's official history.
    3. Attend Executive Board meetings but shall not have a vote.
3. Parliamentarian. The Parliamentarian shall:
    1. A Parliamentarian may be appointed as an advisor, at the discretion of the Executive Board, for the purpose of ensuring meetings and delegate sessions run efficiently by providing advice on parliamentary procedure, rules, and precedents.
    2. In the absence of a Parliamentarian, the presiding official will ensure procedures are followed according to Robert's Rules of Order, Newly Revised, current edition.

Section 8. Fiduciary Relations: Officers and elected representatives shall be deemed to stand in a fiduciary relation to the Association and shall discharge the duties of their respective positions in good faith and with that diligence, care, and skill which ordinarily prudent people would exercise under similar circumstances in like positions.

ARTICLE VI - COORDINATING COUNCIL DISTRICTS AND NOMINATING REGIONS

Section 1. The State shall be divided into Coordinating Council Districts for administrative and communication purposes and for the election of District Representatives at the Delegate Assembly:

District 1 - Whatcom, Snohomish, Skagit, San Juan, Island, and part of King Counties
District 2 - King County
District 3 - Clallam, Jefferson, Mason, Kitsap, Pierce Counties
District 4 - Thurston, Lewis, Cowlitz, Clark, Wahkiakum, Grays Harbor, Pacific Counties
District 5 - Kittitas, Yakima, Skamania, Klickitat Counties [BD 6/6/2019]
District 6 - Grant, Chelan/Douglas, Okanogan Counties
District 7 - Ferry, Stevens, Pend Oreille, Lincoln, Whitman, Spokane Counties
District 8 - Adams, Benton, Franklin, Walla Walla, Columbia, Garfield, Asotin Counties

Section 2. To rotate nominations among Presidents, these Districts will form the following Nominating Regions:

Northwest Region	**Districts 1 and 2**
Southwest Region	**Districts 3 and 4**
Eastern Region	**Districts 5, 6, 7, 8**

Section 3. To facilitate communication and action among Local units and with the Executive Board, each Coordinating Council District shall be designated by a District number. Any variation in this pattern must be with the concurrence of the Executive Board.

1. Each Coordinating Council District shall:
    1. Elect its officers from its local unit members.
2. Set a minimum of two (2) meeting dates and locations per year.
3. Notice of the time, place, and agenda of said meeting must be given to the members at least two weeks before the meeting. Additional meetings may be held at the request of the Committee Chairs.
4. Determine its agenda, financing, and voting procedures.
5. Recommend to the Nominating and Review Committee candidates for the office of President-elect and District Representatives, as well as replacements for vacancies in these positions when necessary.
6. Should a Coordinating Council District fail to recommend a candidate, the Incoming President may reappoint a willing member who would otherwise be ineligible because of serving three prior years.

ARTICLE VII - ANNUAL CONVENTION

Section 1. A convention shall be held annually. Programmed meeting times shall be provided for:

1. The Executive Board, which meets before the Convention and immediately after the conclusion of the Convention.
2. The Delegate Assembly is responsible for conducting Association business sessions.

Section 2. The Delegate Assembly shall convene after the Annual Convention Executive Board meeting and conclude the next day in the afternoon.

Section 3. The Convention expenses of all elected and appointed State Officers, District Representatives, Journal Editor, Historian, WSSRA Past State Presidents, State Committee Chairs, Working Committees—Awards, Nominating and Review, Convention Planning Committee, and Rules and Resolutions Committees, and necessary staff shall be paid by the Association. Each of these elected or

appointed officers shall be held by one and the same single individual; no office may be shared, divided, or held jointly by two or more persons under any title including, but not limited to, 'co-', 'joint', or shared designations.

Commented [CS1]: Added Convention Planning

Section 4. A registration fee shall be required of all Delegates and members attending the Convention.

Section 5. The Executive Board shall determine the Convention registration fee for all participants in attendance after consultation with the Convention Planning Committee.

Section 6. Convention badges shall be of distinct colors, one for voting delegates and one for all other Convention participants.

Section 7. The annual Convention shall be located within the boundaries of the State of Washington.

ARTICLE VIII - DELEGATE ASSEMBLY

Section 1. A Delegate Assembly shall be held annually as a part of the Association's Annual Convention. The purposes of the Delegate Assembly are:

1. To give Local units through their Delegates a voice in the Association's business.
2. To elect the Association President-elect and District Representatives.
3. To set dues and to adopt an annual budget.
4. To give directions to Association Officers and the Executive Board for the ensuing year.
5. To adopt Policies and Procedures.
6. To adopt Resolutions expressing the positions of the Delegate Assembly.
7. To act upon any proposed Amendments to the Bylaws.

Section 2. The privilege of voting at the Delegate Assembly shall be

1. Limited to Association members who are Association Officers.
2. District Representatives.
3. Historian.
4. State Standing Committee Chairs.
5. State Legislative Committee Chair.
6. Past State Presidents.

7. Local Unit delegates.
8. Other Association members may attend the Delegate Assembly meetings as observers.

Section 3. Delegate Apportionment

1. The number of local unit delegates shall be
    1. Apportioned based on three (3) delegates for a Local Unit with forty-nine (49) or fewer State members.
    2. In addition to the above three (3) delegates, each local unit is entitled to one (1) delegate for each additional forty-nine (49) State Association members or major fraction thereof.
    3. The Association's March 15 membership Count will determine the number of Delegates allowed.

Section 4. Most registered delegates present at the Delegate Assembly constitute a quorum.

Section 5. Local units and/or members of local units wishing action by the Delegate Assembly shall present their proposals to the appropriate Committee or the Executive Board for its information, consideration, and evaluation by March 1. The Committee or the Executive Board shall present the proposal in the form of a motion to the Delegate Assembly with any recommendations. (See WSSRA.org for proposal form)

Section 6. A delegate may also present a motion for action at the Delegate Assembly.

Section 7. The agenda of the Delegate Assembly shall include time for debate and decision upon all matters presented by the Executive Board, the Association Committees, local units, or Delegates.

Section 8. All written reports to be presented to the Executive Board must be mailed or transmitted electronically to the WSSRA Office at least fourteen (14) days before the Board meeting.

ARTICLE IX – COMMITTEES

Section 1. Four (4) types of Committees are authorized.

1. The Committee Chairs and Liaisons shall be
    1. Appointed annually by the Incoming President with the concurrence of the Executive Board.
    2. Resource people may be appointed. Except for the Chairs of the Revolving Committees,
    3. The President may select as Chair a person who may be assigned to the same Coordinating Council.
2. At the Executive Board's first meeting following installation of the new President, the Executive Board shall confirm the appointments of the Committee Chairs and Committee members, which these Bylaws designate.
    1. The committees are:
        1. Revolving Organization Committees. (Awards, Nominating and Review, Rules, and Resolution Committees).
        2. One Member shall be appointed to a three-year staggered term from each of the three Nominating Regions.
        3. Service shall be limited to one (1) term of three (3) years. Should a Coordinating Council District fail to recommend a candidate, the incoming President may reappoint a willing Member who would otherwise be ineligible because of serving three prior years.
        4. Service Committees. (Three of which are Health Services, Membership, and Retirement Planning) which comprise the Council of State Committees.
        5. One Member shall be appointed for a one-year term from each of the Coordinating Council Districts and may be selected from among the names submitted by Coordinating Councils.
        6. Committee members may be re-appointed to serve for a total of three (3) years.
        7. Committee Meetings: The Committees should hold two meetings each year. Notice of the time, place, and agenda of said meeting must be given to the members at least two (2) weeks prior to the meeting. Additional meetings may be held at the Committee Chair's request.

8. Special/Select Committees (Budget, Convention, Finance, Legislative, Scholarship, Staff Personnel)
    1. All members shall be appointed for a one-year term (except Scholarship Committee).
    2. The President shall determine the number and distribution of members to be appointed to a Special/Select Committee.
9. Budget Committee shall consist
    1. President.
    2. President-elect, who shall serve as Chair
    3. Treasurer, Fiscal Officer
    4. Executive Director
10. State Convention Committee shall include
    1. WSSRA President (serves as Chair)
    2. WSSRA President-elect
    3. District Representative from the host Coordinating Council.
    4. Coordinating Council Chair from the host Coordinating Council
    5. Volunteer Member from the host Coordinating Council.
    6. District Representative from the support Coordinating Council.
    7. Coordinating Council Chair from the support Coordinating Council.
    8. Volunteer Member from the support Coordinating Council.
    9. Unit President from the Convention location.
    10. Executive Director (coordinate all activities)
    11. WSSRA Office Staff serve as resources.
11. Finance Committee shall be comprised of the Treasurer and three other members with knowledge and experience in investment portfolios preferred.
    1. One member shall be appointed Chair.
    2. Three (3) Committee members shall be appointed for a three-year staggered term and may be reappointed.
    3. The Executive Director and Fiscal Officer shall be non-voting members.

12. Legislative Committee shall have one Member from each WSSRA District representing eight Legislators (or fewer), and one additional Member for each additional eight Legislators or major fraction thereof, plus one additional Member for a term, and may be re-appointed. The formula for this composition is as follows:

Northwest 1	27	Legislators divided by 8 = 3.37	3	Committee Members
Northwest 2	42	Legislators divided by 8 = 5.25	5	Committee Members
Southwest 3	24	Legislators divided by 8 = 3.0	3	Committee Members
Southwest 4	21	Legislators divided by 8 = 2.63	3	Committee Members
East 5	6	Legislators divided by 8 = .75	1	Committee Member
East 6	6	Legislators divided by 8 = .75	1	Committee Member
East 7	15	Legislators divided by 8 = 1.88	2	Committee Members
East 8	6	Legislators divided by 8 = .75	1	Committee Members
Total	**147**		**19**	

13. Scholarship Committee – District Representatives shall all serve as members of the WSSRA State Scholarship Committee.
14. Staff Personnel Committee – Consists of the President, who shall serve as Chair, the President-elect, and the Immediate Past President
    1. Note: WSSRA shall maintain an updated Staff Personnel Handbook reviewed annually by the WSSRA Executive Board Staff Personnel Committee.
15. Special/Select Committees
    1. May be appointed for special purposes and shall be dissolved upon completion of the assigned task at the end of the fiscal year in which the Committee was appointed.
16. The President shall determine the number and distribution of members to be appointed to a Select Committee.
17. Forming New Committees
18. Establish as a Select Committee.

19. Present to the Executive Board the rationale for the formation and type of Committee.
20. The Executive Board presents proposals for such a committee with its recommendations to the Delegate Assembly for their consideration.

Section 2. Conflict of Interest

1. Any Member of the Association who profits financially from providing a service to the Association shall be ineligible to serve on a Committee or hold office where his/her vote could affect such compensation.

1. Board members may serve only in liaison capacities to the State Standing Committees. Still, they shall not be appointed to serve on State Committees except for the Budget, Finance, Scholarship, Staff Personnel, and Select Committees.

Section 3. Other (all Committees, State Committees, Coordinating Councils)

1. Committees shall report the findings and proposed actions to the Executive Board for their information before presentation to the Delegate Assembly.
2. Committees shall function within the Policies and Procedures adopted by the Executive Board.
3. 1. All State Committee and Coordinating Council Chairs shall submit a budget proposal for the next fiscal year before the Spring Executive Board meeting.

   2. Upon request of WSSRA, Board members, Coordinating Councils, and Committee Chairs shall review and adjust the budgets as needed.
4. No meetings of the State Committees shall be scheduled during the time of Executive Board meetings.

ARTICLE X - AFFILIATIONS AND ALLIANCES

Section 1. The achievement of national and state goals to improve the lives of school retirees depends on active, vigorous local units. To promote these goals, the State Association will actively participate in organizing local units, which will affiliate with it under the conditions set forth in the Bylaws.

Section 2. Affiliation with other organizations shall be at the Executive Board's discretion. Based on guidelines approved by the Executive Board, the Association may form temporary alliances with other organizations for mutual benefit on specific issues.

Section 3. Forming Local Units. A group of retirees desiring affiliation with the State Association shall notify the Association of its desire.

1. A Local Unit shall be recognized and declared as such by the Executive Board when it has:
    1. Completed organization under the guidance of the Membership Committee.
    2. Selected a name.
    3. Adopted Bylaws consistent with WSSRA Bylaws.
    4. Established boundaries.
    5. Elected officers.
    6. Provided for a minimum of four (4) business meetings a year.
    7. Provided for representation to the Delegate Assembly.
2. Merger/split of Units. The procedure outlined **in Article X. Section 5.2** shall be followed whether a merger between two or more existing local units or a split of a Local Unit is proposed.

Section 5. Dissolution of a Unit

1. Upon notification from the Unit leadership that a Unit intends to dissolve, the Executive Director shall meet with that Unit's leaders to identify challenges and attempt to formulate a plan for continuation. If those efforts fail and a unit dissolves, unit leaders shall be encouraged to send the Unit's treasury balance to the WSSR Foundation or as designated in the unit bylaws.
2. Upon dissolution, the Executive Director shall notify all members of the dissolved Unit of affiliation choices with other WSSRA Units. If members of the dissolved Unit do not choose a new Unit, the Executive Director shall assign those members to the Unit closest to their home address or, for those living out of state, to the Unit closest to their last place of K-12 employment.

Section 6. Forming a New District

1. If two or more Units, with a combined minimum membership of eight hundred (800), desire to form a new District, they may request approval of the WSSRA Executive Board to do so, providing the following criteria are met:
2. The formation of the district would not reduce the membership in the affected District or Districts below eight hundred (800) members.
3. Demonstrate evidence of willingness to provide leadership for a new District.
4. Provide a statement of need.
5. Submit a rationale for the formation of a new District and how this would benefit the State Association.
6. The request must be approved by the affected District(s) before making the application to the WSSRA Executive Board.

ARTICLE XI - PARLIAMENTARY AUTHORITY

Section 1. Robert's Rules of Order, Newly Revised, current edition, shall govern this Association in all instances to which they are applicable and in which they are inconsistent with its Bylaws.

ARTICLE XII - FISCAL YEAR

Section 1. The fiscal year shall begin on July 1 and end on June 30 of the following year.

ARTICLE XIII - AMENDMENTS TO THE BYLAWS

Section 1. Amendments to the Bylaws

1. May be proposed by the Executive Board, the Rules and Resolutions Committee, any Local Unit, Coordinating Council District, or State Committee. Amendments initially proposed at the Delegate Assembly shall follow the procedures as identified in Article XIII, Sections 3–5, which follow.
2. Proposed Amendments to the Bylaws shall be sent to the Chair of the Rules and Resolutions Committee by March 1, stating reasons for the Amendments.
3. After study by the Rules and Resolutions Committee, the proposed Amendments and the Committee's recommendations shall be forwarded to the Executive Board before its next meeting.

4. Any proposed Bylaw Amendments forwarded from the Executive Board to the Rules and Resolutions Committee shall be put in final form, verified by the President, and transmitted to the Editor of the ***Journal*** for publication in the next issue of the ***Journal*** after April 1.
5. Proposed Amendments to the Bylaws shall be published in the Delegate Handbook. The Rules and Resolutions Committee shall present them to the Delegate Assembly for its consideration and action. A two-thirds vote of the Delegate Assembly is required for adoption.

ARTICLE XIV - INDEMNIFICATION OF BOARD MEMBERS AND *JOURNAL* EDITOR

Section 1. Each Member of the Board and the ***Journal*** Editor shall be indemnified by the members against all expenses and liabilities including attorney's fees, reasonably incurred by or imposed upon him/her in connection with any proceeding to which he/she may be a party, or in which he/she may become involved, by reason of his/her being or having been a Member of the Board or the ***Journal*** Editor, or any settlement thereof, whether or not he/she is a Member of the Board or the ***Journal*** Editor at the time such expenses are incurred, except in such cases wherein the Member of the Board or the ***Journal*** Editor is adjudged guilty of willful malfeasance or in the performance of their duties; provided that in the event of a settlement, the indemnification shall apply only when the Board approves such settlement and reimbursement as being in the best interests of the Association.

ARTICLE XV - GUIDELINES FOR USE OF ATTORNEY

Section 1. Any Board Member, State Committee Chair, or the Executive Director who needs the advice of an attorney in the conduct of Association business shall immediately contact the President by telephone, mail, or electronic transmission. The reason for the consultation must be fully explained. The Executive Board will be apprised of the situation by phone, mail, or electronic transmission, and approval or disapproval will be relayed as soon as possible.

ARTICLE XVI ACCEPTABLE USE OF ARTIFICIAL INTELLIGENCE (AI) TOOLS)

Section 1. Responsible AI Use.

1. The WSSRA Executive Board shall oversee and approve any use of artificial intelligence tools in WSSRA programs, fundraising, administration, or other operations. AI systems shall be used only in alignment with the mission, with appropriate human oversight, transparency, and protection of privacy and data security. Any decision affecting clients or beneficiaries that is assisted by AI must be reviewed and ratified by human decision-makers.

ARTICLE XVII AMENDING THE BYLAWS AND POLICIES AND PROCEDURES; SUBMITTING A RESOLUTION; AND MAKING A MOTION

Section 1: The WSSRA board shall establish the process for submitting resolutions for board consideration and for making motions at the convention. This information is to be included as an appendix to the Policy and Procedure document, and the required forms are to be posted on the WSSRA website.

BYLAW ADOPTION & AMENDED DATES

BYLAW ADOPTION AND AMENDED DATES

Adopted at the 53rd Delegate Assembly June 7, 2000,

Amended at the 54th Delegate Assembly June 6, 2001,

Amended at the 56th Delegate Assembly June 11, 2003,

Amended at the 57th Delegate Assembly June 9, 2004,

Amended at the 58th Delegate Assembly June 7, 2005,

Amended at the 59th Delegate Assembly June 6, 2006,

Amended at the 60th Delegate Assembly June 5, 2007,

Amended at the 61st Delegate Assembly June 10, 2008

Amended at the 67th Delegate Assembly June 10, 2014

Amended at the 69th Delegate Assembly June 7, 2016

Amended at the 71st Delegate Assembly June 5, 2013

Amended at the 72nd Delegate Assembly June 4, 2019

Amended at the 74th Delegate Assembly June 9, 2021

Amended at the 76th Delegate Assembly June 6, 2023

Amended at the 79th Delegate Assembly June 9, 2026