

**By-laws of the
Vermilion Valley Reading Council
International Reading Association**

Adopted April 27, 1977
Amended July 15, 1996
Amended July 15, 2011

Approved 9-10-2013
Next Revision Due 2016

ARTICLE I - NAME

The Council shall be called the Vermilion Valley Reading Council, serving the area of Vermilion County; and shall be a professional organization for individuals who are genuinely concerned with the improvement of reading programs and teaching procedures, both developmental and remedial, for children and adults, and with providing adequate guidance in all situations in which reading serves as a vital aid to learning.

ARTICLE II - PURPOSES

The purposes of the council shall be:

1. To encourage the study of reading problems in all educational levels;
2. To stimulate and promote research in developmental, creative, corrective, and remedial reading;
3. To study the various factors that influence progress in reading;
4. To assist in the development of more adequate teacher-training programs;
5. To disseminate knowledge related to reading to members and the community.
6. To sponsor conferences and meetings planned to implement the purposes of the local council, the state, and the national association;
7. To promote mutual understanding, cooperation and collaboration among educators, parents and the community.

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, community members, and to all others interested in the purposes of the council.

Section 2. - ACTIVE MEMBERS

Membership in the council shall become effective for one year upon payment of council dues.

Section 3. - COUNCIL DUES

Dues for annual membership in the council shall be set by the Illinois Reading Council/Board of Directors. Dues are payable to the I.R.C. on an annual basis.

Section 4. - ARREARS

Any member who has not paid dues by renewal date becomes inactive. A member whose dues are delinquent shall be notified before his or her name is eliminated from the membership roster of the local council and the Illinois Reading Council.

Section 5. - IRA MEMBERSHIP

A council shall be in good standing if at least 10 members have paid dues to the Association for the current year.

Section 6. - INTERNATIONAL DUES

Dues in the International Reading Association, which include voting and discount privileges and journal subscription may be paid directly to International Reading Association Headquarters.

ARTICLE IV. - OFFICERS

Section 1. - OFFICERS

Any member in good standing who is also a member of the International Reading Association is eligible to be an officer of the council. The officers of the council shall be a president, vice-president, past-president, treasurer/membership, and recording secretary. There is not a set limit to the numbers of terms that officers can serve.

Section 2. - TERM OF OFFICE

There will be six officers. The officers will be President, Past President, Vice-President, Secretary, Treasurer and Membership chair. The president's term shall be for one year. There is not a set limit to the numbers of terms a president can serve. The president shall become past president for a period of one year at the expiration of his/her year in office.

The term of vice-president, treasurer, membership, and recording secretary shall be one year; however, these officers may serve more than one term.

Section 3. - TIME OF ASSUMING OFFICE

Each officer shall assume the duties of office on July 1, following the spring election and shall continue to serve forth duration at his/her term.

Section 4. - DUTIES OF PRESIDENT

The president shall act as the executive officer of the council. He/she shall preside at all meetings of the council, shall act ex-official as chairperson of the Board of Directors and shall exercise general leadership and supervision over the affairs of the council, implementing its purposes.

Section 5. - DUTIES OF VICE-PRESIDENT

The vice president shall serve as an ex-officio member of the Board of Directors and chairperson of the Program Committee, and shall fulfill such other duties as are assigned him/her by the Board of Directors.

He/she shall assume and perform the duties of the president in the event of the absence, incapacity, or resignation of the president.

Section 6. - DUTIES OF TREASURER/MEMBERSHIP

The treasurer/membership 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 Vermilion Valley Reading Council of the International Reading Association.
3. All income must be in council accounts approved by the Board and council body. No money can be in a separate account for a subgroup or committee of the council.
4. Two people should be on the signature card for the council account.
5. There MUST be two signatures on all vouchers for payment of bills.
6. Each council account must be audited each year.
7. An accounting of all spending and income is to be reported at every board or council meeting.
8. Cooperate fully with an annual audit within thirty days of retirement from office, shall turn over to the successor all funds, accounts and books of the treasurer.

Section 7. - DUTIES OF RECORDING SECRETARY

1. Execute the duties essential to the recording of the happenings of all general meetings and all meetings of the Board of Directors;
2. Keep a permanent book of the minutes of all meetings;
3. Send-articles and notices to International Reading Association Headquarters, the state coordinator, and the state Board of Directors;
4. Circulate proposed amendments to each member at least thirty days in advance of the meeting at which the amendments are to be voted on;
5. Cooperate fully with his successor by turning over up-to-date records within thirty days of his retirement from office.

ARTICLE V - BOARD OF DIRECTORS

Section 1. - FUNCTION

The Board of Directors 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 actions to the next general meeting.

Section 2. - COMPOSITION

The Board of Directors shall consist of all current officers and the chairpersons of all standing committees.

Section 3. - MEETINGS

The first meeting of the Board of Directors shall be held no later than September in order that the standing committees may be appointed with the greater part of the *year* remaining for their specific work. Also, the yearly calendar shall be established with the Program Committee. The Board of Directors shall be empowered to hold such meetings as it shall deem necessary on the call of the president, at such times

and places as the president may determine. No less than three (3) meetings shall be held each year.

Section 4. - QUORUM

A Quorum is established when 50% at the Board members are present.

ARTICLE VI - ASSEMBLY

Section 1. - COMPOSITION OF THE ASSEMBLY

The assembly shall consist of the Board of Directors and all other members of the council.

Section 2. - FUNCTION

The assembly shall be the legislative body of the Vermilion Valley Reading Council and shall have full power and authority over the affairs of the council within the limits set by these by-laws. It shall have authority to review decisions made by the Board of Directors and accepts or rejects them.

Section 3. - QUORUM

A Quorum shall consist of a simple majority of those present and eligible to vote in this assembly.

Section 4. - MEETINGS

The assembly of the Vermilion Valley Reading Council shall meet a minimum of three (3) times each year.

Section 5. - NOTIFICATION OF MEETINGS

The Board of Directors shall notify all members at least two (2) weeks in advance of each meeting as to date, time, and place.

Section 6. - AMENDMENTS TO THE BY-LAWS

The assembly of the Vermilion Valley Reading Council shall have the power to amend these bylaws as provided in Article XII.

ARTICLE VII - NOMINATION AND ELECTION OF OFFICERS

Section 1. - ELECTION

All officers shall be elected prior to April 15th.

Section 2. - NOMINATING COMMITTEE

Each nominee must be a member of the International Reading Association. Advance consent to serve if elected from each nominee shall be secured by the committee. The nominating Committee shall prepare a slate of nominees annually

Section 3. - MODE OF ELECTION

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 recording secretary shall be directed to cast 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 election. The results of the election shall then be announced.

Section 4. - REPORTING

The president shall be responsible for reporting the newly elected officers to the Illinois Reading Council office using the forms provided by the IRC by April 15.

Section 5. - TERM OF OFFICE

Each elected officer shall assume duties of office on July 1 following the elections and shall continue to serve for the duration of the term set in Article IV, Section 2.

ARTICLE VIII. - COMMITTEES

Section 1. - STANDING COMMITTEES

There shall be such standing committees as specified in Sections 6 through 10 of this article.

Section 2. - NUMBER OF STANDING COMMITTEES

The number of standing committees may be increased or decreased upon recommendation of the Board of Directors and approved by a majority of the votes cast at the Assembly.

Section 3. - MODE OF APPOINTMENT AND TERMS OF STANDING COMMITTEE

The members of the committees shall be appointed by the president with the approval of the Board of Directors and shall serve for the term of the president unless otherwise specified in the charge of the committee.

Section 4. - CHAIRPERSONS OF STANDING COMMITTEES

The chairpersons of each standing committee shall be appointed yearly by the president with the approval of the Board of Directors.

Section 5. - SPECIAL COMMITTEES

Special committees may be authorized from time to time by the Board of Directors and/or members at a council meeting and shall serve for a specified period.

Section 6. - PUBLICITY COMMITTEE

The Publicity Committee shall publicize activities and programs of the council using a variety of print and non-print media.

Section 7. - MEMBERSHIP COMMITTEE

The membership committee shall plan ways to secure new members and retain present members; keep an accurate list of all members (including current addresses and phone numbers); provide Board of Directors members and committee chairpersons with such current list.

Section 8. - PROGRAM COMMITTEE

The Program Committee will plan programs to be conducted during the year.

Section 9. - NOMINATING COMMITTEE

The Nominating Committee shall be composed of at least three (3) members appointed by the president with the approval of the Board of Directors. The Nominating Committee shall prepare a slate of nominees annually from those who are members of the International Reading Association. Advance consent shall be secured by the Nominating Committee from each candidate.

Section 10. - BYLAWS COMMITTEE

The Bylaws Committee will review the bylaws, make recommendations for revisions, and oversee the bylaws amendment process as outlined in the council's current bylaws.

ARTICLE IX - REPRESENTATION AT THE ILLINOIS READING COUNCIL ASSEMBLY

Section 1 - REPRESENTATION ANNUAL STATE ASSEMBLY

Representation of the Vermilion Valley Reading Council at the annual state assembly shall be in accordance with that specified by the bylaws of the state council.

ARTICLE X - PARLIAMENTARY AUTHORITY

The parliamentary rules of order shall govern the proceedings of this council, except in cases governed by the Constitution, Bylaws, and special rules adopted by this council.

ARTICLE XI - DISSOLUTION

In case of the dissolution of this council, any assets remaining after the paying or making for the payment of all liabilities at the council shall revert to the International Reading Association

ARTICLE XII - AMENDMENTS

Section 1. - ORIGIN

Amendments to the by-laws shall be proposed by:

1. A quorum of the Board of Directors;
2. By the Bylaws Committee.
3. By a majority of the voting members present at a regular meeting of the council.

Section 2. - PROCEDURE FOR AMENDING

Amendments may be adopted by the affirmative vote of two-thirds of the members present at a meeting of the council provided a Quorum has been declared (see Article VI, Section 3). The amendment must have been circulated to each voting member at least thirty (30) days in advance of the meeting at which the voting on the amendment(s) is to take place.

Section 3. - INCORPORATION

Amendments adopted as described in Section 2 above shall be incorporated into these bylaws. Copies of all amendments adopted shall be sent immediately to IRA, state coordinator for IRC and the IRC Council By Laws Chair..

VVRC approved on August 6, 2011. Pending IRC Approval.