STANDING RULES
FOR THE
OREGON RETIRED EDUCATION ASSOCIATION

I. ORGANIZATION OF NEW UNITS

1. New Units may become Member units of OREA by applying for a charter from the OREA Executive Committee, which shall certify to AARP/NRTA, that all requirements have been met. The OREA Executive Committee then requests that a charter be issued to the new Unit.

2. Each new Unit, upon becoming a Member Unit of OREA, shall be issued an appropriate document bearing its identifying Unit number and statement of Charter. Unit identification numbers shall begin with the Arabic number "1" and shall be issued in sequence based on the date on which the Charter is issued.

3. Units may be dissolved upon local ratification and notification of the OREA Executive Committee. Dissolved Unit must be responsible for paying all liabilities, funding scholarships or other desired use of their money.

4. Reactivated Units shall retain the Unit number originally given when first organized.

5. Each Unit shall be encouraged to display its charter at regularly scheduled meetings of the Unit.

II. MEMBERSHIP

1. Persons who wish to be a member of OREA and who live in areas where there is no Local Unit may be a Member-at-large.

2. Members of a unit that ceases to exist, may transfer as a regular member into a contiguous unit, or become a Member-at-large.

3. Local Unit Presidents shall notify the OREA Treasurer and Membership Coordinator of deaths of OREA Members of the Unit.

III. DUES

1. OREA dues for state memberships shall be a minimum of twenty five (25) dollars per fiscal year.

2. State and local dues shall be unified.

3. Life member previous to 2004 may voluntarily donate ten (10) dollars in lieu of OREA dues.

4. Dues paid after May 1 shall be credited to the ensuing fiscal year.

IV. REIMBURSEMENTS

1. All requests for reimbursements shall be submitted on a voucher obtained from the Treasurer.

Receipts shall be attached to the voucher.

2. All vouchers requesting reimbursement must be submitted within thirty days of the incurred expense. Vouchers for reimbursement for committee expenses shall be submitted to the Committee Chair, then forwarded to the Executive Director or OREA President and forwarded to the Treasurer for payment.

3. Allowable meeting reimbursements:

   a. OREA officers, Immediate Past President, OREA Executive Director, Membership Coordinator, Memorial Board members and OREA Committee Chairperson(s), and Unit Presidents or official representative when attendance is requested, or when on official duty shall be allowed expenses in the amounts specified in the annual budget for
   (1) Mileage (2) Lodging (3) Meals

   b. Committee members when attending official committee meetings shall be allowed mileage at the rate specified in the annual budget (not to exceed the amount budgeted for that committee).

4. Allowable OREA State Convention and Other State Business Expenses.
   a. OREA Officers, Immediate Past President, OREA Executive Director, Membership Coordinator, Memorial Board members, Memorial Scholarship Awardee(s) and OREA Committee Chairperson(s) shall be reimbursed for:
   (1) $.40 per mile per vehicle (Convention and Business).
   (2) $85.00 per night per room lodging (2 nights Convention if required).
   (3) Cost of convention meals; Business-per day limit-$25.00-receipts required
   b. Local Units: Convention Only
   (1) Up to 3 Officers
   (a) $50.00 per night, limit of 2 nights per receipted room if required
   (b) 1/2 cost of convention meals (round to nearest dollar)
   (2) Mileage is the responsibility of the local Unit.
   (3) Reimbursements will be paid to local Units by OREA. It is their responsibility to distribute the money.
   (4) Local Units are expected to assist their delegates with convention funding.

V. OREA NEWSLETTER

1. The official publication of OREA shall be known as the CHALKBOARD

2. The number of issues and dates for publication shall be determined by the Executive Committee.

3. The CHALKBOARD shall be mailed to each OREA Member, members sharing an address shall be sent one Chalkboard. The CHALKBOARD shall also be available on the OREA website. Members may request that they receive their issue(s) of CHALKBOARD via electronic media.

4. Contents of the CHALKBOARD shall be determined by the Executive Committee and shall express the wishes of the Membership

VI. MISCELLANEOUS STANDING RULES

1. Election or appointment to any office or other appointments shall require currently paid-up membership in OREA.

2. No individual member nor any Local Unit of OREA shall act on behalf of OREA without proper authorization. In an emergency the OREA Executive Committee may act.

3. All correspondence or other mailings of Local Units shall carry the mailing Unit's name and Unit number, e.g., Sunset Unit 12.

4. The OREA Executive Committee shall annually evaluate the Executive Director and extend or replace Executive Director at their first regular meeting after the State Convention. Duties of the Executive Director shall be assigned at that meeting. The Executive Director shall serve with no compensation, save whatever reimbursement arrangements are made for them. The same rules shall apply to the position of the Membership Coordinator with annual review and extension or replacement.

5. Commercial advertising or displays may be allowed in meeting rooms used by OREA only at the discretion of the OREA Executive Board ***Committee***

6. Only Arabic numbers shall be used on Unit publications

7. As soon as possible after the Bylaws and Standing Rules are approved, Local Units are requested to review their Bylaws so that they are consistent with the OREA Bylaws.

Approved by the OREA State Convention on the 8th day of October, 2001
Amended by the OREA State Convention at Pendleton on the 17 day of May, 2004
Amended by the OREA State Convention in Medford on the 22nd day of May, 2007.
Amended at the 2012 State Convention, effective July 1, 2012
Amended at the 2015 State Convention and effective July 1, 2017
Amended at the 2018 State Convention and effective July 1, 2018
Amended and approved at the 2019 State Convention in Hood River and effective July 1, 2019
Amended a*t* the Digital State Convention October 26, 2021