

NORTHEAST MICHIGAN ASSESSORS ASSOCIATION

BY-LAWS – ADOPTED June 17, 1985
Amended October 10, 1988
Amended December 21, 1992
Proposed Amendment January July 18, 2008

ARTICLE I

~~Section 1.~~ This organization shall be known as the Northeast Michigan Assessors Association.

ARTICLE II

OBJECT

Section 1. The object of this association shall be to improve the standards of assessment practice, and to educate the tax-paying public on the true nature and importance of the work performed by the assessing officers, to co-operate with other public and private agencies in improving tax administration, and to promote justice and equity in the distribution of the tax burden. This purpose shall be advanced through the collection, analysis and dissemination of information; conducting meetings, educational schools and short courses; by monitoring pertinent legislation; by promoting the betterment of state and local government; by fostering a civic consciousness among the citizens of Michigan; and by providing necessary general services. (Proposed Amended January July 18, 2008)

Section 2. The boundaries of this chapter shall include Alcona, Alpena, Arenac, Bay, Cheboygan, Clare, Crawford, Gladwin, Iosco, Isabella, Midland, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, and Roscommon Counties. (Proposed Amended January July 18, 2008) Alcona, Arenac, Gladwin, Iosco, Ogemaw and Oscoda Counties. (Amended Oct. 10, 1988) those Counties north of the southerly boundary of Bay County, as extended Westerly. (Amended December 21, 1992)

ARTICLE III

MEMBERSHIP AND CLASSIFICATION

- Section 1. Membership in this association shall be primarily of the regular class as herein defined.
- Section 2. Regular membership of this association shall be one who is a certified assessor. (Proposed Amendedment January July 18, 2008) consist of any fully certified assessor now active in assessing or tax administration. (Amended December 21, 1992)
- Section 3. Associate membership of this association shall be any person interested in assessment administration and does not qualify for regular membership. (Proposed Amendedment January July 18, 2008) fully certified assessor not now active in assessing or tax administration. (Amended December 21, 1992)

ARTICLE IV

MEMBERSHIP DUES

- Section 1. Regular membership dues in the association shall be \$15.00 to cover period from June 1985 until January 1987 cover the period from July 1 until June 30. Dues shall be set yearly at Annual Meeting in January. Dues shall be assessed to each membership only. A member active in more than one unit will be assessed only one membership and a unit with more than one member shall be assessed for each membership. (Amended December 21, 1992):-
- Section 2. The membership year shall begin on July 1 and end on June 30 of the following year. Dues shall become payable on July 1 of each subsequent year. Dues paid for the 1988 membership year prior to or subsequent to this amendment shall constitute payment through June 30, 1989. (Amended Oct. 10, 1988)of each year. (Amended December 21, 1992)
- Section 3. Associate membership dues shall be in on half (1/2) of the same amount as regular membership dues, and allow the associate member entrance to all functions of the Association at a non-member price, which is to be determined by the coordinator of the function (Amended July 18, 2008):-

ARTICLE V

VOTING PRIVILEGES OFFICERS

Section 1. Voting privileges shall be held only by regular members in good standing, or by a designated representative from the same unit of government. Officers of this association shall be a President, Vice-President, and Secretary, and Treasurer. And such other officers as may be authorized by majority vote of the regular membership in good standing, or by a designated representative from the same unit of government. (Proposed-Amended January July 18, 2008)

Section 2. All officers shall be current dues paid regular members of this Association and have at least two year's experience in assessment administration. Roll call vote, if requested. Voting shall be by a majority of those present. Each officer shall be a regular member of the Association.

Section 3. Officers shall begin their term of service upon induction at the Annual meeting of the association each year, and shall serve for a term of one year after being duly qualified and elected, their terms of office shall be two years, or until their successors are elected or appointed. The President and Vice-President shall be elected in even-numbered years, and the Secretary and Treasurer shall be elected in odd-numbered years.

Section 4. Whenever a vacancy in any office shall occur, the President may appoint any regular member in good standing to finish out the term. In case of the office of President, the Vice-President shall immediately success thereto.

Section 5. The duties of the officers shall be as follows:

A. President: The President shall be the executive officer of the association and shall preside over all meetings of the association. The President shall serve as ex-officio member of all meetings, and shall perform such duties as usually pertain to the office of President. (Amended December 21, 1992)

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B. Vice-President: The Vice-President, in the absence of the President, shall preside at meetings of the association. The Vice-President shall also perform such other duties as usually pertain to that office, or as may be assigned by the President or by the Association. (Amended December 21, 1992)

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C. Treasurer: The Treasurer shall receive all funds paid to the association. He/She shall disburse funds on order of the association. He/She shall sign checks. He/She shall keep a record of all financial transactions. He/She shall perform as the Head of the Budget Committee, and prepare the Annual Budget for the Association.

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He/She shall make a financial report to the association at each regular meeting and at such other times as he/she may be directed by the President or by the Association. He/She shall also perform other duties as are usually performed by a Treasurer or such tasks as are directed by the association. (Amended December 21, 1992)

A.D. Secretary: The Secretary shall keep the Association minutes and upon direction of the President shall issue "Notices of Meetings." He/She shall keep a membership roll, complete with addresses, telephone numbers and email addresses, and a record of attendance. He/She shall also perform other duties as are usually performed by a Secretary or such tasks as are directed by the association. (Proposed Amendedment January/July 18, 2008)

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ARTICLE VI

OFFICERS

~~Section 1. Officers of this association shall be a President, Vice President, and Secretary Treasurer.~~

~~Section 2. Each officer shall be a regular member of the Association.~~

~~Section 3. Officers shall begin their term of service upon induction at the January meeting of the association each year, and shall serve for a term of one year only after being duly qualified and elected.~~

~~Section 4. Whenever a vacancy in any office shall occur, the President may appoint any regular member in good standing to finish out the term. In case of the office of President, the Vice president shall immediately succeed thereto.~~

~~Section 5. The duties of the officers shall be as follows:~~

~~A. President: The President shall be the executive officer of the association and shall preside over all meetings of the association. The President shall serve as ex-officio member of all meetings. He shall perform such duties as usually pertain to the office of President.~~

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~~B. Vice President: The Vice President, in the absence of the President, shall preside at meetings of the association. The Vice President shall also perform such other duties as usually pertain to that office, or may be assigned to him by the President or by the Association.~~

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~~C. Secretary Treasurer: The Secretary Treasurer shall keep the Association minutes and upon direction of the President shall issue "Notices of Meetings." He shall keep a membership roll and a record of attendance.~~

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~~He shall receive all funds paid to the association. He shall disburse funds on order of the association. He shall sign all checks. He shall keep a record of all financial transactions. He shall make a financial report to the association at each regular meeting and at such other times as he may be directed by the President or by the Association. He shall also perform other duties as are usually performed by a Secretary Treasurer, or such tasks as are directed by the association.~~

ARTICLE VII **MEETINGS**

Section 1. This Association's annual meeting shall be held in Northeastern Michigan during each January or February at such time and place as determined by the Officers. Notice of the annual meeting shall be emailed, faxed or mailed, by the Secretary, to each current member not less than thirty (30) days prior to such meetings.

Section 2. At least four Regular meetings of this association shall be held ~~four times a each year during the months of January, April, September and one other month to be named later.~~ Meeting time and place shall be determined by the ~~association or the~~ officers. The first regular meeting of the calendar year shall be the Annual Meeting. (Amended December 21, 1992)

Section 3. Special meetings of this Association may be called by the President, provided written notice is emailed, faxed or mailed, by the Secretary, to each member at least ten (10) days in advance of the time and place of each such special meeting. Such notice shall state the purpose or purposes for which the meeting is called. No other business shall be transacted. ~~(Proposed Amendedment January July 18, 2008)~~

ARTICLE VII

1 **ELECTION OF OFFICERS**

Section 1. The election of officers shall be held at the annual meeting of the association ~~held in January.~~ (Amended December 21, 1992)

Section 2. Only regular members of the association, with two year's experience, in good standing shall be eligible to serve as an officer. No more than one officer shall be an employee of an Equalization Department. (Amended December 21, 1992)

Section 3. Voting shall be by ballot and not by cumulative. Only regular members present and in good standing may vote. If a regular member is not present, a vote may be cast by a designated representative from the same unit of government.

Section 4. All nominations for elected officers shall be processed and presented by this Association's nominating committee. This committee consists of not less than three (3) members appointed by the President at a regular meeting in advance of the Annual Meeting, and serving with the approval of the Officers. The committee's purpose is to assure that candidates for each office to be filled shall be nominated, and to place in nomination the name of at least one candidate for each office to be filled. Only names of members who have consented to serve as officers may be placed in nomination. ~~To assure that candidates for each office to be filled shall be nominated, the President shall name a committee of regular members in advance of the annual meeting to survey officer possibilities and to place in nomination the name of at least one candidate for each office to be filled.~~ Only at the time of the nominating committee report shall additional nominations be made from the floor. All nominees must meet the eligibility requirements enumerated under Article V. Any candidate receiving a majority of votes shall be declared elected to the office for which nominated. (Proposed Amendment January/July 18, 2008)

ARTICLE VIII

IX **QUORUM**

Section 1.—A majority of regular members in attendance shall constitute a quorum for the transaction of association business.

ARTICLE IX

BUDGET

Section 1. Approval by the officers shall be required for the adoption of the following:

A. Annual budget

B. Expenditures not authorized by the annual budget

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C. Establishment of salaries (if any)

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D. Approval of contracts, as needed

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Section 2. A tentative annual budget for the succeeding fiscal year shall be prepared by the outgoing Treasurer.

Section 3. At the meeting following this Association's annual meeting, the membership shall approve the tentative annual budget, with or without amendments.

Section 4. The Membership shall not adopt any budget not in balance.

Section 5. The annual budget may be amended during any regular meeting by a majority vote of the Membership in attendance. (~~Proposed Amendment~~ January July 18, 2008)

ARTICLE X

AFFILIATED ORGANIZATIONS

This Association shall have affiliated status with the Michigan Assessors Association (MAA) in accordance with Article XI, Sections 2 and 3, of their Constitution and Bylaws. This Association's Vice President, or other official designee, may attend the periodic meetings of the MAA and report to the members of this Association all pertinent information. (~~Proposed Amendment~~ January July 18, 2008)

ARTICLE XI

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PARLIAMENTARY AUTHORITY

~~Section 1.~~ "Meeting will come to Order" shall govern in all cases to which they are applicable, and in which they are not inconsistent with the by-laws or the special rules of this association.

ARTICLE XII

EDUCATIONAL SCHOLARSHIP FUND

Section 1. The Officers shall annually determine and budget a sum of money for the Educational Scholarship Fund to be used for attendance at either the

annual International Association of Assessing Officers Conference, Michigan Assessors Association Conference or Assessment related course subject to approval by the membership.

Section 2. Educational scholarship eligibility requirements:

A. Current paid regular member at time of drawing.

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B. No employer reimbursement is available for expenses while attending any assessment related educational opportunity.

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C. Applicant shall not have accepted a scholarship from this Association within the immediately preceding three (3) years.

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Section 3. Educational Scholarship Drawing: The names of eligible members who have submitted scholarship applications shall be drawn at random.

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~~Section 4. This Association's President may attend either conference, as head of this Association's delegation, without jeopardizing eligibility to receive further Association scholarship funding. The funding awarded the President shall include the conference registration fee, plus actual expenses not to exceed twice the amount awarded to other recipients.~~

~~Should the President decline the award, or if expenses are paid by his or her unit of government, the total sum having been awarded to the President shall be returned to the general fund. (Proposed Amendment January, 2008)~~

ARTICLE XIII

~~XI~~
AMENDMENTS

Section 1.—These by-laws may be amended by a two-thirds vote of the regular members present majority of those voting at any regular meeting of the association, provided however that any proposal to amend shall be presented at the previous meeting and that notice of such proposed amendment shall be made by email, fax or regular mail in writing to each regular member at least one (1) week before the meeting at which it is to be voted upon. (Proposed Amendedment JanuaryJuly 18, 2008)

ARTICLE XIV

EXEMPT STATUS

Section 1. The Northeast Michigan Assessors Association is organized exclusively for charitable, religious, educational and scientific purposes, include, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 2. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing and distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Service Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code. (Proposed Amendedment JanuaryJuly 18, 2008)

ARTICLE XV

ARTICLE OF DISSOLUTION

The Northeast Michigan Assessors Association shall use its funds only to accomplish the purposes specified in these Bylaws and no part of said funds shall inure, or be distributed, to the members of the Northeast Michigan Assessors Association. On dissolution of the Northeast Michigan Assessors Association, any assets remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific or philanthropic organizations for a public purpose to be selected by the Officers. (Proposed Amendedment JanuaryJuly 18, 2008)8)