

**Bylaws**  
**Mississippi Valley Reading Council**  
**An Illinois Reading Council Affiliate**  
**An International Reading Association Affiliate**

ARTICLE I- Name

The council shall be called the Mississippi Valley Reading Council, serving the area of Adams, Brown, Calhoun, Greene, Pike and Scott counties of Illinois and shall be a professional organization for individuals who are genuinely concerned with the improvement of reading programs and teaching procedure- both developmental and remedial, for children and adults- and with the provision of adequate guidance in all situations in which reading serves as a vital aid to learning.

ARTICLE II- Nature and 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 programs in reading;
4. To publish the results of pertinent and significant investigations and practices;
5. To assist in the development of more adequate teacher-training programs;
6. To act as an intermediate clearing-house for information relating to reading;
7. To disseminate knowledge ofe helpful in the solution of problems related to reading;
8. To sponsor conferences and meetings planned to implement the purposes of the council and national association;
9. To promote mutual understanding and cooperative work among educators in the elementary grades, junior high, high school, special areas, colleges, and in leadership positions.

ARICTLE 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, 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 IRC Board of Directors with the approval of the assembly. Dues are payable to the Illinois Reading Council office. IRC renders monthly dues rebates to the Council Treasurer.

### Section 4- Arrears

Any member who has not paid local dues ending one year after payment of dues becomes inactive. A member whose dues are delinquent shall be notified immediately, before his or her name is eliminated from the membership roster.

### Section 5- International Dues

Dues in the International Reading Association, which provide members with voting and discount privileges and journal subscriptions, are payable directly to IRA Headquarters. A council is in good standing if at least 10 members have paid current year IRA dues.

## ARTICLE IV- Officers

### Section 1- Officers

The elected officers of the council shall be a president, vice-president, secretary, treasurer, membership chair and past president. 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 council will pay the annual IRA membership dues for the president, vice-president, secretary, treasurer and membership chair for their term of office.

### Section 2- Term of Office

The term of the president is one year with an opportunity to be elected to additional years. At the expiration of his or her term in office, the president shall become the past president for a period of one year. The term of the vice-president, secretary, treasurer and membership chair is also one year with an opportunity to be elected to additional years.

### Section 3- Time of Assuming Office

As per IRC and IRA requirements, officers will be elected by April 15 of the given year and will assume their office July 1 to serve the term.

### Section 4- Duties of President

The president shall act as the executive officer of the council. He or she shall preside at all meetings of the council, shall act ex-officio as chairman of the executive board, and shall exercise general leadership and supervision over the affairs of the council, implementing its purpose.

### Section 5- Duties of the Vice-President

The vice-president shall serve as a member of the executive board. In the event of the president's absence, incapacity, or resignation, the vice-president shall assume and perform his duties. Should the office of president become vacant, the vice-president

shall become the president immediately and shall serve the unexpired portion of the president's term.

#### Section 6- Duties of Secretary

The secretary shall serve as a member of the executive board keeping detailed records of the business of the council and maintain correspondences as needed. He or she will record the minutes of each meeting and present minutes from the prior meeting at each meeting. The secretary will also serve as the archivist for the council. If the president and vice-president are incapacitated or resign, the secretary shall serve as acting president until such time as a special or next regular election can be held.

#### Section 7- Duties of Treasurer

The treasurer shall serve as a member of the executive board. He or she will execute the duties essential in the maintenance of accurate and up-to-date records and have custody of the funds of the council by deposit monies due to the council in the name of the Mississippi Valley Reading Council of the Illinois Reading Council, International Reading Association.

Additional requirements include:

1. 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.
2. Two people should be on the signature card for the council account.
3. There must be two signatures on all vouchers for payment of bills.
4. Each council account must be audited each year.
5. An accounting of all spending and income is to be reported at every board or council meeting.

#### Section 8- Duties of the Membership Chair

The membership chair shall serve as a member of the executive board. He or she shall maintain an accurate database of the membership of the Council and work with the IRC membership personnel to update membership databases. The membership chair is responsible for coordinating membership drives and activities.

### 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 council meetings and shall report its actions to the membership.

#### Section 2- Compositions

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

#### Section 3- Meetings

The first meeting of the Board of Directors shall be held in the summer in order that the standing committees may be appointed with the greater part of the year remaining for their specific work and in order to establish the yearly calendar. 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 meetings shall be held each year.

#### Section 4- Quorum

A quorum is established when at least 60% of the board is present in some manner at the meeting, be it physically or via technology.

### ARTICLE VI- Assembly

#### Section 1- Composition

The assembly shall consist of the Board of Directors and any other member of the council.

#### Section 2- Function

The assembly shall be the legislative body of the council and shall have full power to review decisions made by the Board of Directors and to accept or reject them.

#### Section 3- Quorum

Quorum will be 60% of members physically present.

#### Section 4- Meetings

The assembly of the Mississippi Valley Reading Council shall meet a minimum two times each year.

#### Section 5- Notification of Meetings

At least two weeks in advance of each meeting, the secretary shall notify all members of the date, time and place of the meeting.

#### Section 6- Amendments to the By-laws

The assembly of the council shall have the power to amend these by-laws as provided in Article XII.

### ARTICLE VII- Nomination and Election of Officers

#### Section 1- Election

As per IRC and IRA requirements, officers will be elected by April 15 of the given year and will assume their office July 1 to serve the term.

#### 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.

### Section 3 - Mode of Election

If the voting is to take place at a meeting of the council, the president shall give an opportunity to propose nominations from the floor for each office after the slate of nominations has been presented including a short vita of each nominee. Voting shall be by ballot. Space shall be provided on the ballot form for the names of candidates nominated from the floor. In case of a tie, a ballot naming the nominees tied for most votes shall then be distributed. The results of the election shall then be announced.

### Section 4- Reporting

The president shall be responsible for reporting the newly elected officers to IRA headquarters via the state coordinator, using the official forms provided by the International Reading Association by the date specified on the form.

### Section 5- Term of Office

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

## ARTICLE VIII- Committees

Standing committees for the council consist of a membership committee. Other special and ad hoc committees may be added by the Executive Board as needed.

## ARTICLE IX- Representation at the Annual IRC Assembly

All members of the Executive Board are encouraged to participate in the IRC Assembly.

## ARTICLE X- Parliamentary Authority

The rules contained in Robert's Rules of Order shall govern the proceedings of this council except in cases governed by the constitution, by-laws and special rules adopted by this council.

## ARTICLE XI- Dissolution

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

## ARTICLE XII- Amendments

The power to make, alter amend, or repeal the bylaws shall be vested in the Assembly unless otherwise provided in the bylaws. Such action may be taken at a regular or special meeting for which written notice of the purpose shall be given. Proposed amendments shall be distributed to the membership at least 14 days prior to said meeting. The bylaws may contain any provisions for the regulation or management of the affairs of the Council not inconsistent with the law of the Articles of Incorporation. All

proposed amendments to these bylaws need to be in accordance with IRA bylaws and must be approved Pending IRC approval and upon adoption sent to the IRA State Coordinator for IRC and the IRC office.