

BY-LAWS

OF THE

MID-MICHIGAN

ASSOCIATION OF ASSESSING OFFICERS

2006

Chartered	February 22, 1957
Amended	January 21, 1961
	October 20, 1962
	April 29, 1969
	October 26, 1972
	October 1980
	November 1982
	November 17, 1983
	November 7, 1985
	November 2, 2006

BY-LAWS

ARTICLE I

Section I Name

The name of the organization shall be the Mid-Michigan Association of Assessing Officers.

Section II Purpose

The purpose of the Association is to strive for the improvement of all the assessing practices and procedures, and otherwise elevate the assessing profession in personnel requirements, as well as standing in the community.

ARTICLE II

Section I Membership

There shall be two levels of membership in this Association, namely, regular and subscribing. Regular membership shall be one who is certified and is directly involved in assessment administration of a City, County, Township or State. Subscribing members shall be anyone interested in assessment administration, but is not directly involved as an assessment administrator. Subscribing members shall be non-voting members.

Section II Residency

The Association shall not exclude any person or persons because of geographic location within the boundaries of the State of Michigan.

Section III Honorary Membership

Honorary membership may be conferred upon any individual by the Executive Committee after the approval by a majority vote of the membership at the annual business meeting. Honorary membership shall confer all of the privileges of a regular member upon the receipt of the membership, and will relieve the recipient from paying dues in this organization.

Section IV Dues

All dues shall be payable annually, with membership being on a calendar year basis. The Treasurer shall bill all members during the month of

December. Any member who is delinquent in the payment of dues at the end of May shall be suspended from membership. Dues shall be established by the action of the Executive Board.

ARTICLE III

Section I

The governing body of this Association shall be the Executive Board.

Section II

The Executive Board shall consist of the President, Vice-President, Secretary and Treasurer whom shall be elected at the annual meeting for a one (1) year term. The Immediate Past President shall also become a member of the Board. There shall be elected two members for alternating two (2) year terms. All Executive Board members shall be elected from the regular membership roster. A vacancy in the office of the President shall be filled by the usual succession in office. A vacancy created in the office of Vice-President, Secretary, Treasurer or a board position shall be filled by a majority vote of the Executive Board.

Section III

There shall be elected annually one person, from the subscribing membership list, to an advisory position to the executive board. This shall not be a voting member.

Section IV

The Executive Board, or a committee appointed by them, shall prepare and the Executive Board shall adopt an annual budget prior to the January meeting.

ARTICLE IV

DUTIES OF OFFICERS

Section I President

The President shall be the Chairman of the Executive Board and shall preside at all Association and Executive meetings. The President shall appoint all committees and perform such other duties as may from time-to-

time be assigned by the Executive Board. The President cannot serve consecutive terms.

Section II

The President shall be an ex-officio member of all committees of the Association.

Section III Vice-President

The Vice-President shall exercise all the powers and duties of the President during the President's absence or inability to act, and shall perform such other duties as may be assigned by the Executive Board. The Vice-President shall have primary responsibility for regular meeting programs, and shall be Membership Chairperson.

Section IV Secretary

The Secretary shall give notice and keep minutes of all meetings both regular and Executive Board. Conduct all official correspondence of the Association, and have custody of the records of the Association. There shall be notification by the Secretary of all elections at least ten (10) days prior to said election.

Section V Treasurer

The Treasurer is the chief financial agent of the Association and shall keep all membership and financial records. The Treasurer is also responsible for their safekeeping, and will disburse funds as directed by the Executive Board.

ARTICLE V

NOMINATIONS & ELECTIONS

Section I Elections

At each annual meeting, which is to be held in November each year, the members shall elect the officers enumerated in Article III. Any candidate receiving a majority of all votes cast for any office shall be declared elected. Officers shall take office immediately following the annual elections.

Section II Nominations

Nominations shall be made by a nominating committee of not less than three (3) members, appointed by the President not later than July 1st each year.

Section III

At the annual meeting the Nominating Committee will make the nominations for each elective office. Additional nominations may be made from the floor. No more than one (1) representative from a unit of government, or agency, shall serve on the Executive Board at any one time.

Section IV Holding Elections

The manner of holding elections, including the forms to be used, the method of voting, the counting of ballots and the rules of procedure pertaining thereto shall be prescribed by the Executive Board; provided however, that in the event of a contest for any elective office or post, election shall be by secret ballot.

ARTICLE VI

Section I Affiliated Organizations

This Association may, by a majority vote of members at an annual meeting be affiliated with other organizations of like intent and purpose. Notification shall be as required in Article IV, Section IV.

Section II Michigan Assessors Association Affiliation

This Association shall be an affiliated member of the Michigan Assessors Association (MAA). The Mid-Michigan Association of Assessing Officers Nominating Committee, shall submit to the Michigan Assessors Association Nominating Committee at least three (3) candidates for 1983 only, and one (1) or more candidates thereafter; to be representatives from District II, to the Michigan Assessors Association Executive Board. (Please note the above amendment is proposed to conform with the by-laws of the Michigan Assessors Association, as amended July 21, 1982).

Section III International Association of Assessing Officers (IAAO) Affiliation

This Association shall be an affiliate member of the International Association of Assessing Officers (IAAO). As an affiliate member, this Association supports the objectives of the IAAO.

*Note: Affiliated membership approved by IAAO Executive Board at their meeting held October 2, 1983 in Vancouver, British Columbia)

ARTICLE VII

Section I Annual Meeting

The annual meeting of the Association shall be held in November each year at the time and place determined by the Executive Board.

Section II Regular Meetings

There shall be at least four (4) meetings of this Association each year. The date, time and place shall be determined by the Executive Board. Each meeting shall contain an educational program of benefit to assessing personnel. Notice shall be sent at least ten (10) days prior to these meetings by the Secretary.

Section III Special Meetings

Special Meetings may be called at any time by the President or the Executive Committee, if they so deem them appropriate.

Section IV

Those members present at any General Meeting shall constitute a quorum.

ARTICLE VIII

AMENDMENTS

Section I

These by-laws may be amended at the recommendation of the Executive Committee at the annual business meeting only. The proposed changes by a member shall be presented to the Executive Committee in writing at least thirty (30) days prior to the annual meeting. The Executive Committee may propose by-laws changes. The approval of a by-law change must be by a two-third (2/3) vote of the members present, and voting at the annual business meeting. The Secretary shall notify ten (10) days prior to the meeting, all members that a proposed change in the by-laws will be presented for approval at the meeting.