

# **GREATER NEW LONDON AREA ASSESSORS ASSOCIATION CONSTITUTION AND BY-LAWS**

## **ARTICLE I**

### **Section 1: Name**

This Association shall be named The Greater New London Area Assessors' Association, GNLAAA.

### **Section 2: Objectives**

The purpose of this organization shall be to increase the efficiency of area Assessing Officers in the performance of their duties through mutual cooperation, and to assist the Connecticut Association of Assessing Officers, Inc. in every reasonable way.

Amended September 2001

## **ARTICLE II**

### **Section 1: Membership**

The membership shall consist of all public officials in the New London and Middlesex counties actively engaged in the assessment field. Members shall include assessors, members of the boards of assessment appeals, clerks and other employees of the assessors' offices so designated by the Assessor.

Amended January 1991

Amended September 2001

Amended October 2014

### **Section 2: Associate Members**

Associate Membership in this Association shall be open to any person interested in the field of assessment and taxation and who shall subscribe to the objectives of this Association, its rules and regulations. Associate Members have no voting privileges. Annual dues shall be the same as dues paid by regular members.

### **Section 3: Dues**

The dues shall be determined during the month of January or remain the same as the prior year. The annual dues will be mailed by the treasurer by March 1<sup>st</sup> and are due by April 1<sup>st</sup>. The dues will cover the time period from April 1<sup>st</sup> to March 31 the following year. The right to vote shall be suspended for all members who are sixty (60) days in arrears in their dues.

Amended October 1984

Amended January 1991

Amended September 2001

Amended October 2014

## **ARTICLE III**

### **Section 1: Officers and CAAO County Representatives**

The Officers of this Association shall consist of the following: President, Vice President, Secretary and Treasurer. In addition, there shall be two County Representatives: one from New London County and one from Middlesex County, to act as County Representative to the Connecticut Association of Assessing Officers, Inc. These representatives shall be selected by the nominating committee (see Section 2: Election of Officers). Upon acceptance by the Connecticut Association of Assessing Officers, Inc., the representatives shall serve from January through the following December. The County Representatives shall represent the interests of this association during all CAAO Executive Board meetings. In the case either county representative isn't able to attend a CAAO Executive Board Meeting, they shall give, in writing, their proxy to vote to another member of their respective county. The county representatives will make every effort to report the executive board meetings to the next scheduled county meeting.

Amended January 1991

Amended September 2001

Amended October 2014

### **Section 2: Election of Officers**

The Officers and CAAO County Representatives shall be elected at the annual meeting in October and shall serve for a term of one (1) year. A nominating committee shall be appointed by the President at the August meeting and shall present their slate at the September meeting. Nominations shall also be taken from the floor at the September meeting. The membership of the nominating committee shall consist of at least three (3) voting members – none of whom shall be Presiding Officers. In the event of

an interim vacancy, the Executive Board shall elect a successor for the remainder of the term, except in the vacancy of the President, where the Vice President shall automatically serve the unexpired term.

Amended October 2014

### **Section 3: Committees**

All Committees shall be appointed by the President.

### **Section 4: Executive Board**

The Executive Board shall consist of the President, Vice President, Secretary, Treasurer and the Immediate Past President. This Board shall be responsible for the general conduct of the affairs of the organization in the absence of the membership meeting. Each member of this board shall be entitled to a single vote on each issue. Executive Board meetings need not be scheduled on a regular basis. The President shall convene such meeting at his/her discretion.

## **ARTICLE IV**

### **Section 1: Duties of the Officers**

- A. President – The President shall preside at all meetings of members and the Executive Board for the purposes of transacting Association business. This Officer shall appoint all committees.
- B. Vice President – The Vice President shall exercise all the powers and duties of the President during his/her absence or inability to act, and shall perform such other duties as the President shall assign.
- C. Secretary – The Secretary shall keep the minutes of all Membership and Executive Board Meetings; shall present the minutes of previous meetings and shall handle all correspondence. In addition, the Secretary shall perform other duties as may from time to time be delegated by the President.
- D. Treasurer – The Treasurer shall be the chief financial agent of the association. He/she shall collect all monies and pay them out as so authorized by the Executive Board. The Treasurer shall submit a report at each meeting and an annual report at the September meeting. The Books of Record shall be audited by a committee consisting of three members (the immediate past

president and two (2) members) appointed by the incoming President.

Amended June 1986

Amended September 2001

Amended October 2014

## **ARTICLE V**

### **Section 1: Amendments**

Amendments to the Constitution and By-Laws shall be submitted in writing at the meeting immediately preceding that meeting at which time the Amendment is to be voted. A written copy of the proposed amendment shall be provided to the Secretary so that he/she may forward a copy to all members. The Amendment shall be forwarded to all members at least ten (10) days prior to the meeting at which eligible members shall vote on its adoption. A two-thirds ( $2/3$ ) majority of the eligible members attending such meeting shall be required for adoption of the amendment.

Amended September 2001