

BRITISH COLUMBIA RETIRED TEACHERS' ASSOCIATION

DELTA BRANCH

POLICIES AND PRACTICES

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1. NAME OF THE ASSOCIATION

Policy:

The name of the Association shall be the British Columbia Retired Teachers' Association – Delta Branch. (BCRTA Policy)

As a Branch of the British Columbia Retired Teachers' Association, all actions taken by the DRTA will conform to the Constitution and Bylaws of the BCRTA. (11/17)

2. MEMBERSHIP

Policy:

Membership in the Delta Branch (known as the Delta Retired Teachers Association – DRTA) is open to all members of the BCRTA. (BCRTA Policy)

Practice:

Any BCRTA member who was employed by the Delta School District #37, or any BCRTA member living in Delta may join the Branch.

Practice:

Membership fees of \$8.00 are added to the BCRTA annual fee of \$40.00. The fee will be collected by the BCRTA and distributed to the Branch.

3. EXECUTIVE BOARD MEMBERS

Policy:

- a) The Executive Board shall consist of the following positions – President, Vice President, Secretary, Treasurer, Membership Co-ordinator, Newsletter Editor, Technology Coordinator and Past President. (11/17)**
- b) If a member of the executive board is unable to complete his/her term of office, the executive board may choose to hold an election to fill the position or to appoint a member to hold the position for the remainder of the term. The appointment must be approved by the membership of the association.**
- c) Any position on the board (except President) may be shared.**

4. ELECTION OF THE EXECUTIVE BOARD

Policy:

A term in office runs from July 1 to June 30. (11/17)

Policy:

Election of the executive board and delegates to the BCRTA AGM shall take place each year at the May luncheon meeting. (11/17)

5. NOMINATING COMMITTEE

Policy:

The nominating committee shall consist of two (2) Branch members in good standing. (9/12)

6. MEETINGS

- a) Executive Board Meetings**

Policy:

Executive board meetings shall be held on the second Wednesday of the month immediately prior to the month of the luncheon meeting. Time and place of these meetings is to be determined by the President.

(August, November, and April). (11/17)

b) Membership Meetings

Policy:

1. A Brunch meeting will be held on the Tuesday following Labour Day.

2. Luncheon Meetings will be held on the second Wednesday of December, and May. (11/17)

3. In April of each year, the current president shall be responsible for booking a suitable meeting room and arranging for a suitable buffet menu for the following year's membership meetings and a venue for the Executive Board meetings.

Practice: Notification for upcoming Meetings will be made by e-mail contact as well as information in the Truant.

-Suggested format for the luncheon meetings:

September – a brunch social, welcome new members

December – Christmas social

May - Election of executive board members.

The Treasurer (and helpers) will be available at a table at the entrance to the meeting room to greet attendees, to have them sign in, and to receive payment for their meal. Each attendee will also be asked to wear a name tag which will be provided. Other executive board members will be available to welcome attendees. (11/17)

Each table will be set up to accommodate approximately eight (8) people. Tables will be numbered and a draw will be held to determine the order in which members will be called to the buffet. (9/12)

DECEMBER luncheon format: The December luncheon will have a Christmas theme. Arrangements for entertainment or a carol sing may be made. (11/17)

Each Life Member will receive special recognition.

Members will be requested to bring a non-perishable food item for Deltassist. The President will arrange for the delivery of the food items. Monetary donations can be made to Deltassist. Each donation should be placed in a separate envelope. To receive a receipt, the donor must include his/her name and address in or on the envelope. The President will

arrange for the delivery of the envelopes. (It would be helpful to have spare envelopes at the registration table at this event, and a reminder place in the newsletter preceding the December luncheon.) (9/12)

7. LIFE MEMBERSHIPS

Policy:

To be honoured by the Delta Branch as a Life Member at age eighty-five (85), one must be a member in good standing in the DRTA (i.e. be a minimum ten-year member of the Delta Branch). (8/96)

The eligible member shall be honoured at a DRTA luncheon meeting as soon as possible after his/her 85th birthday. (8/96)

At age 90 and each year thereafter, life members shall be honoured at one luncheon during the year with a card, corsage or boutonniere, and a complimentary luncheon. (Usually done at the December luncheon. Those who are unable to attend the luncheon shall receive a card and/or plant as appropriate.) (11/17)

(Those who do NOT qualify to be honoured as life members of the DRTA include:

- a) those who have not been members of the DRTA in good standing but whose names appear on the DRTA Life Membership list at age 85 because they reside in Delta, and
- b) those who are beneficiaries but do not otherwise qualify as DRTA members.)

Practice: The Membership Chair shall be an advocate for the Life Members and shall be responsible for making arrangements to honour them. (9/12)

The Life member to be honoured is invited to the luncheon by the DRTA President and receives ~~a corsage/boutonniere~~ and a complimentary lunch. He/She is also presented with a card with an insert congratulating him/her on his/her 85th birthday, and welcoming him/her as a Life Member of the BCRTA and the Delta Branch. This insert is signed by the DRTA President and Vice-President (11/17)

Note: When a member reaches 90 years of age, the BCRTA sends a pin to him/her in recognition of the member's life membership status.

8. NEW RETIREES

Policy:

An invitation is given to each new retiree to come to the September Brunch to join the BCRTA and the Delta Branch.

Practice:

The Delta school district will be requested to publish an invitation to the eligible district retirees to attend the September brunch, join the BCRTA and the Delta Branch, in their final news bulletin of the year. The DTA and the Principals and Vice Principals Association will also be requested to make the DRTA invitation known to the new eligible district retirees. An invitation letter from the DRTA will be included in the DTA packet that goes to those who have indicated their intentions to retire. As Associate Memberships open up to others connected to teaching, invitations will be extended to Private School Teaching Retirees and CUPE retirees from Delta Schools and DTA Office.

The President or designate, upon invitation from the DTA, will address those retirees attending the DTA Sponsored Event (Wine and Cheese) to extend invitations to join.

All new retirees will receive electronic transmission of notices and newsletters. (11/17)

Note: Names of those who have joined the BCRTA and the DRTA before September will appear on the DRTA members list received from the BCRTA by the president at the BCRTA AGM in September. The DRTA will receive updated lists from the BCRTA with names of those who join throughout the year. The Membership Chair and the Editor of the Truant will receive copies of the list of the names and e-mail addresses of these new members.

(11/17)

9. NEWSLETTER

Policy:

The September Newsletter (The Truant) shall be sent to all whose names appear on the June membership list. It will be delivered by traditional or electronic means. (11/17)

All subsequent newsletters shall be sent to those who become members and whose names appear on the most recent DRTA membership list. (11/17)

Deadlines for submissions of articles/notices to be published in the Newsletter shall be determined by the Editor and indicated in the preceding edition of the Truant. (11/17)

Newsletters shall be mailed or e-mailed to DRTA members approximately two (2) weeks prior to the brunch/luncheon meetings. (11/17)