

BYLAWS
MICHIGAN SENIOR ADVOCATES COUNCIL

Article I
Name

This organization shall be known as the Michigan Senior Advocates Council (MSAC).

Article II
Purpose

The purpose of this non-partisan organization shall be to work to improve conditions affecting the lives of the older adults in the State of Michigan by the following: advocacy on behalf of seniors, identification of senior concerns, education on issues around those concerns, education in advocacy techniques, and coordination of advocacy efforts.

Article III
Affiliation with Area Agencies on Aging Association of Michigan

Section 1. Area Agencies on Aging

A. The Area Agencies on Aging by mandates in the Older Americans Act of 1973, are:

- 1) to advocate on behalf of the older persons they represent;
- 2) to bring together needs and resources in such a manner as to improve significantly the quality of life for the region's elderly, especially low-income and minority;
- 3) to advocate for or bring about solutions for unmet needs.

B. The Area Agencies on Aging, acting under these mandates, shall assist the Michigan Senior Advocates Council in the following ways:

- 1) the Area Agencies on Aging shall select delegates from their local regions;
- 2) the Area Agencies on Aging shall reimburse delegates for travel expenses in attending MSAC meetings and conducting MSAC business, in accordance with each AAA's own travel reimbursement policies;
- 3) the Area Agencies on Aging shall keep the delegates aware of local trends in services;
- 4) the Area Agencies on Aging shall provide proposals for consideration by MSAC;
- 5) the Area Agencies on Aging Association of Michigan shall research issues, assist with programming and provide advocacy training and technical assistance for MSAC meetings and committees;
- 6) the AAAAM shall develop a job description for MSAC delegates.

Article IV
Membership and Duties

Section 1. Delegates

A. Selection

The Michigan Senior Advocates Council shall consist of 50 persons, 55 years of age or older according to the following formula:

Region IA	4 delegates	Region VI	3 delegates
Region IB	4 delegates	Region VII	3 delegates
Region IC	3 delegates	Region VIII	3 delegates
Region II	3 delegates	Region IX	3 delegates
Region IIIA	3 delegates	Region X	3 delegates
Region IIIB	3 delegates	Region XI	3 delegates
Region IIIC	3 delegates	Region XIV	3 delegates
Region IV	3 delegates		
Region V	3 delegates		

Area Agencies on Aging shall select their area delegates in June of each year.

The delegates shall serve for terms of two years, and may be re-selected for succeeding terms.

MSAC's operational year will begin on July 1 and extend through June 30.

B. Duties of Delegates

Delegates shall receive all communications (agendas, minutes, MSAC Reports); have one vote on all matters; and may serve on and chair committees.

Duties shall include to: serve as liaison between MSAC and their local Area Agency on Aging Advisory Councils, report on MSAC's actions to their local groups, bring matters to MSAC from their local groups; attend MSAC meetings as scheduled; participate in delegate training; read written materials distributed to delegates; write letters describing positions taken by MSAC; prepare and deliver testimony on aging issues at public hearings; make personal contacts with elected officials and other leaders, and advocate for MSAC positions on timely issues.

Delegates missing three consecutive regular meetings without excuse shall be removed from the MSAC roster and will no longer be considered seated delegates.

Vacancies during the term of office of any delegate shall be filled by appointment by the appropriate AAA. Any council member so appointed to fill such a vacancy shall serve out the remainder of the term of office and be eligible for re-selection.

Article V Meetings

Section 1. Schedule

MSAC shall hold a minimum of nine (9) meetings each year.

Section 2. Special Meetings

Special meetings of the MSAC may be called at the discretion of the Chairperson or at the request of 20% of the seated delegates representing at least three (3) different regions. The purpose of the special meeting shall be spelled out in the written notice to the delegates.

Section 3. Conduct of Meetings

The rules set forth in Robert's Rules of Order, newly revised, when the same are not in conflict with provisions of these by-laws, are hereby adopted for the governance of Michigan Senior Advocates Council meetings.

A quorum shall constitute one-third (1/3) of the seated delegates. In the absence of a quorum, the delegates in attendance may form a Committee of the Whole, proceed with the agenda, and pass advisory resolutions. To be implemented, advisory resolutions must be ratified by a majority vote at the next MSAC meeting with a quorum present.

Article VI

Officers

Section 1. Numbers, Qualifications, Elections, and Terms of Office

A. The officers of THE MSAC shall consist of the Chairperson and Vice-Chairperson from the current body of MSAC delegates. They shall serve for one (1) year terms.

B. The officers of the MSAC shall be elected by a majority vote of the delegates present at the June meeting of each year and shall take office as of July first.

Section 2. Vacancies

Any vacancy in any office by reason of death, resignation, inability to act, disqualification, or other cause, shall be filled for the unexpired portion of the term by a majority vote of MSAC delegates at the next regularly convened meeting or special meeting. The nominating committee shall offer the name of a person willing to fill the vacant office, in writing, at least 10 days prior to the election.

Section 3. Chairperson

The Chairperson shall: be the chief executive officer of the council, have general charge of the business affairs of the council, and have general supervision over its officers and agents. He/She shall preside at all meetings of the Michigan Senior Advocates Council, and shall be an ex-officio member of all committees. In general, he/she shall perform all duties incident to the office of Chairperson and shall see that all resolutions of the Michigan Senior Advocates Council are put into effect.

Section 4. Vice-Chairperson

During the absence or disability of the Chairperson, the Vice-Chairperson shall exercise all the functions of the Chairperson, and when so acting, shall have all the powers of, and be subject to all the restrictions upon, the Chairperson. The Vice-Chairperson shall have such powers to discharge such duties as may be assigned to him/her from time to time by the Chairperson of the Michigan Senior Advocates Council.

Section 5. AAAAM Office Manager

The AAAAM Office Manager shall:

A. Record and maintain all proceedings in the minutes of the Michigan Senior Advocates Council.

B. Cause all notices of meetings to be given in accordance with the provisions of these by-laws.

C. See that the books, reports, statements, certificates and all other documents and records of the council are properly kept and filed.

D. In general, perform all duties incident to the role of secretary, such other duties as are given to him/her by these by-laws or as from time to time may be assigned by the Chairperson, Vice-Chairperson or Executive Director of AAAAM.

Section 6. AAAAM Executive Director

The AAAAM Executive Director shall:

A. Act as a consultant to MSAC, providing information, advice and support to MSAC delegates in the performance of their duties.

B. Give regular reports on MSAC activities and delegate attendance to the AAAAM Board of Directors.

C. Keep a current roster of delegates selected in writing by the Area Agencies on Aging.

D. In general, perform all duties incident to the role of consultant, such other duties as are given to him/her by these by-laws or from time to time as may be assigned by the Chairperson, Vice-Chairperson or AAAAM Board of Directors.

Article VII Committees

Section 1. Nominating Committee

A nominating committee shall consist of at least three (3) delegates appointed by the MSAC Chairperson from the body of delegates, at least sixty (60) days prior to the date of the election of officers and subject to approval of the full body. The nominating committee shall report to delegates at least 30 days prior to regular annual elections.

Section 2. Special Committees

The Chairperson shall appoint special committees comprised of such persons as he/she may from time to time deem necessary or advisable to address any specific need or problem that may arise. Each such special committee shall report to the Chairperson and MSAC delegates.

Article VIII Amendments

These by-laws may be amended by the council delegates by a 2/3 majority vote of the seated delegates of the Michigan Senior Advocates Council, provided that full notice of the proposed amendment has been submitted in writing to each delegate at least ten (10) days in advance of such meeting. All changes in the bylaws must be reviewed and approved by the AAAAM, prior to the adoption of MSAC.