

**CONSTITUTION**  
**OF THE**  
**Central States Actuarial Forum (CSAF)**  
**A Regional Affiliate of the Casualty Actuarial Society**

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Effective October 27, 2020

**Article I – Name**

This organization will be called: **Central States Actuarial Forum**

**Article II – Purposes**

The purposes of this organization shall be to advance the knowledge of actuarial science as applied to property, casualty and similar risk exposures, to foster the education of actuarial students in the geographical area in which its members reside, to promote and maintain high standards of conduct and competence within the actuarial profession and to promote good fellowship among its members.

**Article III – Membership**

There will be two levels of membership of this organization: Members and Subscribers. Residents of or employees in the states of **Colorado, Iowa, Kansas, Missouri, Nebraska, North Dakota and South Dakota** will be eligible to be members of this organization if they meet the following criteria.

Members

Fellows, Associates and Affiliate Members of the Casualty Actuarial Society will be eligible for full Membership. Members will have voting privileges.

Subscribers

Professors and teachers of insurance or actuarial mathematics, persons performing work of an actuarial nature, other persons of recognized standing in the actuarial profession, and actuarial students, including any person currently involved in a Casualty Actuarial student program, or currently sitting for Casualty Actuarial examinations may become Subscribers on approval of the Board of Directors. Subscribers will not be eligible to vote, but may serve on committees.

## **Article IV – Enrollment Fee**

The enrollment fee will be considered as part of the annual meeting fee at the first meeting attended. A person will be considered a member or subscriber upon payment of their annual meeting fee.

## **Article V – Dues**

The dues of this organization will be considered as part of the annual meeting fee each year.

## **Article VI – Officers**

**Sec. 1** The Officers shall consist of a President, Vice President, Secretary and Treasurer, all of whom shall be elected by the affirmative vote of a majority of the Members present and voting. A person must be a credentialed member of the CAS to be an officer.

In the event a vacancy occurs among any of the officers of this organization, another Member or eligible subscriber may, by the affirmative vote of a majority of the Members present and voting, be elected to fill the vacancy for the unexpired term.

The duties of the President shall be: to preside at the meetings of the organization and the Board of Directors and to serve as Chairperson of the Planning Committee.

The Vice President shall be elected at the annual meeting of the organization and shall hold this office for one **year**. At the conclusion of the term of Vice President, the person holding this office shall become President and hold this office for **one year**. At the meeting at which the current Vice President becomes President, an election shall be held to elect a new Vice President. The duties of the Vice-President shall be: to preside at the meetings of the members, in the absence of the President; to assume such other duties as may be assigned by the Board of Directors.

The Secretary shall be elected at the first meeting of the organization and shall hold this office for two years. At the conclusion of the term of office as Secretary, an election shall be held to elect a new Secretary. Each subsequent term shall be two years. The duties of the Secretary shall be: to maintain a complete list of the officers and participants of all committees; to receive, review and keep on file information furnished by the President or Board of Directors; to perform the secretarial duties for the Board of Directors; to keep minutes of all meetings of the organization; to perform any other secretarial duties which may arise.

The Treasurer shall be elected at the first meeting of the organization and shall hold this office for three years. At the conclusion of the term of office as Treasurer, an election shall be held to elect a new Treasurer. Each subsequent term shall be two years. The duties of the Treasurer shall be to receive, keep on file and maintain the records of the financial and other pertinent records of this organization.

No officer shall be elected to succeed himself or herself for the same office.

**Sec. 2** The officers of this organization shall constitute a Board of Directors of which the President shall be the Chairperson. The duties of the Board of Directors shall be to consider and implement the current policies and programs of the organization, to approve Committee appointments made by the President, and to act in an advisory capacity to the President on all policy matters that may come before the organization. Meetings of the Board of Directors shall be called by the President and shall be held at least twice a year.

### **Article VII – Planning Committee and Its Duties**

The Planning Committee shall consist of participants selected by the President. Members and Subscribers can be members of this committee. The President shall serve as Chairperson of this committee unless the Members present and voting at each annual meeting elect an alternate Chairperson.

The Committee shall prepare the program for each of the meetings of this organization and determine the site/timing. The Committee shall determine and arrange for the location of each meeting, including any associated social events. Location and meeting space should be arranged approximately six months in advance and must be approved by the Board of Directors.

### **Article VIII – Scholarship Committee and Its Duties**

The Scholarship Committee shall consist of participants who volunteer. . Members and Subscribers can be members of this committee.

The Committee shall render such assistance as it deems advisable to further the education of actuarial students in the geographical area in which the members of this organization reside or work. The Committee should evaluate applications for scholarships and propose scholarship recipients to the Board.

The Committee shall establish contacts with the colleges in the states of **Colorado, Iowa, Kansas, Missouri, Nebraska, North Dakota and South Dakota** for the purpose of: (1) determining appropriate applicants for scholarships; and (2) encouraging the attendance of students at annual meetings; The Committee shall file with the Board of Directors of this organization at least ten days prior to the Annual Meeting an annual report summarizing its activities for the year.

## **Article IX – Meetings**

This organization shall hold at least one regular meeting, referred to as the Annual Meeting, each calendar year. The date for the Annual Meeting should be announced approximately 3 months prior to the annual meeting. At least 25 Members or 25% of the Members, whichever is less, including at least one member of the Board of Directors, shall constitute a quorum for the transaction of business at any meeting.

Other meetings may be called by the Board of Directors from time to time. The President shall call a meeting at any time upon the written request from at least 40 percent of the Members to the board. Once a meeting is called, 100% of those in the Central States Actuarial Forum Region, a list maintained by the Casualty Actuarial Society, will be notified of the meeting. At least two weeks notice of all meetings shall be given.

Meetings of the Board of Directors shall be called by the President and shall be held at least twice a year. Board of Directors meetings may be held by teleconference. Three members of the Board of Directors shall constitute a quorum for the transaction of the Board's business.

## **Article X – Recognition and Compliance**

This Forum shall be an affiliate of, but subordinate to, the Casualty Actuarial Society; shall take no action contrary to the Constitution or policies of that body; shall file a copy of any revision of the organization's constitution with the Casualty Actuarial Society; and shall function as a regional affiliate only after petition to the Casualty Actuarial Society for recognition, the granting of such recognition, and while such grant has not been suspended or revoked. This Forum and its committees shall not make public expressions of opinion on issues of public interest.

## **Article XI – Resignation and Removal of Members**

Any member who is not in default in payment of dues, and against whom no complaints are pending with the Casualty Actuarial Society, may resign at any time by filing a resignation request in writing with Secretary. Notwithstanding the foregoing, the Board of Directors may, in its discretion, approve the resignation of a member in default of payment of dues, who has lost CAS membership through discipline or who no longer meets criteria of Article III. The Board, on written application of any member who has resigned, may reinstate such member subject to such conditions as it may prescribe. Any member not attending the annual meeting and therefore not paying annual dues will not longer be considered a member. Membership can be renewed according to Article IV.

## **Article XII – Use of Financial Resources: Dissolution**

The funds of the Central States Actuarial Forum shall be devoted exclusively to the purposes stated in Article II hereof. No part of the net earnings of the Forum shall inure to the benefit of, or be distributable to, its members, Directors, Officers, or other private persons, except that the Forum shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof. If the Central States Actuarial Forum is dissolved, all of its remaining assets shall be transferred to one or more organizations organized and operating exclusively for purposes similar to those of the Central States Actuarial Forum and which qualifies as an exempt organization under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future Internal Revenue Law). The Forum's final Board of Directors shall determine the distribution of assets.

## **Article XIII – Amendments**

This Constitution may be amended by an affirmative vote of two-thirds of the Members present, provided a quorum is present, at any meeting held at least one month after notice of such proposed amendment has been sent to each Member by the Secretary.