

KENNETT HIGH SCHOOL ALUMNI ASSOCIATION BYLAWS

ARTICLE I: NAME

The Association shall be called the *Kennett High School Alumni Association* (henceforth referred to as the “*Association*”).

ARTICLE II: MISSION

The *Association* shall be open to all Kennett High School graduates and others having attended the school. Its purpose shall be to provide a forum for members to share the rich heritage of the school and to build upon and emphasize that heritage. Also, it shall provide opportunities for all members to enjoy social interaction.

ARTICLE III: GOALS

In order to further its mission, the *Association* shall:

- Utilize its membership to organize and facilitate meetings, programs, and activities to provide for the fellowship and involvement of alumni of all age groups.
- Participate in school and community related and supported activities deemed appropriate for the *Association*.
- Provide scholarships and/or monetary awards for graduating seniors.
- Provide a communication link between the *Association* and the school.
- Provide a source of historical information about Kennett High School by administering an historical data base and artifacts file.

ARTICLE IV: MEMBERSHIP

Section 1: Membership

The *Association's* members shall include graduates and/or former attendees of Kennett High School, teachers of Kennett High School (past and present) and administrators (past and present).

Active membership status is conferred on individuals who pay annual dues.

Section 2: Honorary Membership

Honorary members of the *Association* shall be chosen from among (1) honorary graduates of Kennett High School; (2) past and present members of the Kennett School Board; (3) outstanding members of the community; (4) worthy benefactors of the school; and (5) worthy benefactors of the *Association*.

Honorary members shall be elected as follows:

- A. Active members shall present in writing to the Board of Directors the names of candidates for the status of honorary membership.
- B. The Board of Directors shall vote on the proposed candidate(s) at a Board of Directors meeting. Upon acceptance by the Board, the candidate(s) shall be presented to the general meeting for discussion and a vote. A majority of the voting members present shall rule.
- C. Honorary members may be inducted into the *Association* at any regular or special general meeting called for that purpose.
- D. Decisions of the Board shall be final.

Honorary members may raise and debate issues but have no voting privileges. They are not required to pay membership dues.

ARTICLE V: ORGANIZATION AND FISCAL YEAR

- The annual organizational meeting shall take place during the month of November. During this meeting, elections shall be held to elect the Board of Directors for the next calendar year.
- The fiscal year shall begin on the first day of January and conclude on the last day of December.

ARTICLE VI: GOVERNMENT

- The *Association* shall be under the supervision of the Board of Directors. The Board shall include the President, Vice President, Secretary, Treasurer and two members at large.
- The Board is elected at the organizational meeting and will serve a one-year term. The Board is elected from the general membership and may be reelected without limitation.
- Vacancies which occur shall be filled by a majority vote of the Board. A vacancy shall occur with the resignation of a Board member or with three consecutive unexplained absences from Board meetings.

ARTICLE VII: ELECTION OF BOARD OF DIRECTORS

- During the September meeting, the President shall appoint a Nominating Committee consisting of three active members not currently serving on the Board.
- The Nominating Committee shall nominate enough people to fill all positions on the Board, but shall not match people to specific positions.
- During the organizational meeting, the Nominating Committee shall present its slate of nominees for membership on the Board. No name may be submitted unless the individual has agreed to accept the nomination.
- Nominations may be made by members from the floor during the organizational meeting. Individuals so nominated must either be present or have submitted a written statement stipulating acceptance of the nomination.
- Voting shall be by acclamation if only one candidate is presented for each Board opening; otherwise, voting shall be by a show of hands or by paper ballot, at the discretion of the President.
- A majority of votes cast shall elect a nominee.
- The newly-elected Board shall decide among themselves who will hold each position.

ARTICLE VIII: DUTIES OF THE BOARD OF DIRECTORS

PRESIDENT

The President shall preside at all Board meetings and at all meetings of the *Association*. It is the responsibility of the President to appoint committees and serve as an ex-officio member of all except the nominating committee.

The President shall serve as the *Association's* liaison with the Kennett High School, public and private organizations, and community groups.

VICE PRESIDENT

The Vice President shall perform all the duties of the President in the event that the President is unable to perform his/her duties.

SECRETARY

The Secretary shall record minutes of all general meetings and Board meetings. In the event that both the President and Vice President are unable to fulfill their duties, the Secretary shall assume the responsibilities of the President.

The Secretary shall also act as custodian of the Bylaws of the *Association* in assuring that the guidelines prescribed are adhered to and proper parliamentary procedure is observed when deemed appropriate.

The Secretary shall assume responsibility for all records and correspondence of the *Association* exclusive of the financial records.

TREASURER

The Treasurer shall be responsible for all monies received and shall make disbursements as directed by the President or the Board. The Treasurer must keep accurate records concerning any and all funds received or disbursed; provide members with adequate reimbursement for expenses incurred on behalf of the *Association*; and present financial information at meetings of the *Association*.

MEMBERS AT LARGE

The members at large shall assist and advise other Board members. They shall have voting privileges in all matters brought before the Board.

COLLECTIVE DUTIES:

The Board shall

- Apprise members, at the meetings, of actions taken by the Board on their behalf since the prior meetings.
- Recommend to members, at the meetings, appropriate actions to be taken on issues presented before the members.
- Create such additional special committees as shall be deemed necessary for the work of the *Association*.
- Serve the *Association* by assisting fellow Board members with the discharge of their duties and the performance of assigned tasks.
- Serve as liaisons between fellow Board members and members of the *Association*.

ARTICLE IX: VOTING PRIVILEGES

All active members shall have the privilege of voting. Both active and honorary members may make motions. All present may debate.

ARTICLE X: MEETINGS

- Meetings shall be held at the discretion of the Board. The President may call additional meetings as business may require.
- Meetings shall also be held at any time at the written request of (a) two or more Board members or (b) six or more active members.
- Robert's Rules of Order shall govern all meetings.
- Each meeting shall be administered by the President (or a designated replacement in his/her absence) and consist of (1) approval of the prior meeting's minutes; (2) a Treasurer's report and distribution of a Summary of Account Activity where appropriate; (3) discussion of unfinished business and (4) new business.

ARTICLE XI: FINANCIAL POLICY

- The Board of Directors is responsible for providing a budget for approval by the general membership and adhering to that budget.

- All checks must be signed by two Board members. Transfer of funds among various *Association* accounts does not require multiple signatures.
- The president shall appoint an audit committee each year during the month of November. The committee shall consist of three active members, excluding Board Members, and be charged with the responsibility of reviewing the Treasurer's reports and records. Results will be presented at the March general meeting.
- All monies of the *Association* shall be deposited with and disbursed by the Treasurer.

ARTICLE XII: AMENDMENTS

These Bylaws of the *Association* may be amended at any time by a two-thirds vote of the active members voting at a regularly-scheduled meeting or at a special meeting called for that purpose, provided that such changes have been submitted in writing and distributed at a previous meeting. Voting will be by a voice vote or by a show of hands at the discretion of the President. The changes approved will become effective immediately upon approval.

ARTICLE XIII: PROGRESSION OF POSSESSION

Should the *Association* cease to exist for whatever reason, the *Association* gives all those artifacts, memorabilia and Historical records in its possession to the Bayard Taylor Memorial Library or the Chester County Historical Society at the discretion of the sitting Board. Any monies in the Treasury at the time the *Association* dissolves or ceases to exist shall be donated to the Kennett Education Foundation.

Revised: November 6, 2006

Approved: November 6, 2006

Accepted by:

Walt Paynter, President

Dorothy Peters Ortaldo, Secretary