

Mount Vernon Community School District Alumni Association

MISSION STATEMENT: The Mount Vernon Community School District (MVCSD) Alumni Association is established to support Mount Vernon Schools alumni activities. This may be accomplished by, but is not limited to:

Fostering the continuing spirit of tradition and loyalty among the alumni of Mount Vernon Community School District.

Creating and maintaining a channel of communications to provide school and alumni information to Mount Vernon Schools alumni

Providing support to class reunion committees

Sponsoring alumni events and fostering social activities for alumni

Be a resource to current students

BYLAWS:

Article I: Name

Section 1: The name of this organization shall be Mount Vernon Community School District Alumni Association

Article II: Membership

Section 1: Members: All graduates and former students of Mount Vernon Schools are members.

Supporting Members: Graduates and former students of Mount Vernon Schools who pay dues shall be classified as Supporting Members. These members will receive recognition of this status.

Honorary Members: Honorary members are all present and former school district employees, school board members, and benefactors of Mount Vernon Schools. The spouse, or widowed spouse, of a former student may also be an Honorary Member.

Section 2: Dues

Alumni who wish to support the Alumni Association may pay annual dues and may also give an additional donation/memorial. All contributions will be deposited in a general fund account and may be used to pay any or all expenses incurred by the Association.

Article III: Organization

Section 1: Association Board Structure

The officers of the Association shall be considered the Association Board and shall consist of a President, Vice-president, Secretary, Treasurer, and six directors at large. Each officer shall have a three-year term, commencing on the first day after the Annual Meeting. Board members shall be nominated by a

nominating committee and elected by majority vote of those present at the annual meeting. Officers shall be elected at a board reorganization meeting at the annual meeting. There are no limits on the number of times an individual may seek election to any office.

Section 2: Staff Alumni Communications Director

A Staff Alumni Communications Director shall be appointed by Mount Vernon Schools Administration. The duties of the Director shall include working with the President to prepare an agenda for meetings, keeping an alumni section on the school's web site, preparation and distribution of an Alumni Newsletter, answering alumni calls to the school, maintaining a current alumni roster, facilitating reunion services, and assisting the Association Board. This is a non-voting position. The Director will also serve as a school district representative to the Alumni Association.

Section 3: Class Representative

One or more volunteer representatives from each alumni class shall assist in keeping open lines of communication with their respective classmates, coordinate reunion planning with the assistance of the Director, and serve as a link between the Association, the school, and the alumni. Class representatives may be asked to attend alumni meetings and to volunteer to serve on various committees.

Section 4: Committees

The Association Board may establish Ad Hoc Committees as deemed necessary.

Article IV: Association Board

Section 1: Duties

The Association Board officers are vested with the powers appropriate to their elected office to accomplish the tasks necessary for the successful, day-to-day operations of the Association.

The President shall be the principal officer of the organization, shall preside at all meetings, shall have signatory powers for organization checks, and shall perform other such duties as are incumbent to the office. The past president shall move into a presidential consultant role as a non-voting member of the board for the period of 1 year after expiration of term.

The Vice President shall take the place of the President and shall fulfill those duties during the President's absence or inability to act, and shall assist the President with Association functions as necessary.

The Secretary shall be custodian of the Association's business records, and shall keep an accurate record of all proceedings.

The Treasurer shall be responsible for financial operation records of the Association, keeping an accurate account of all receipts and disbursements and regularly submitting reports of such transactions for approval by the Association

Board. The Treasurer shall have signatory powers on organization checks, along with the President.

Directors shall attend meetings of the Association Board and shall have a vote on issues brought before the Association Board.

Section 2: Resignation

Any board member may resign their position by tendering a letter of resignation to the President of the Association. The vacancy will be filled at the board's discretion. In the event of resignation by the President, the Vice President shall assume the duties of President, and a replacement shall be elected for the Vice President position.

Section 3: Removal From Office

Any board member who fails to perform the duties of the office to which the individual has been elected may be removed from the office by a two-thirds vote of the Association Board, excluding the person being voted on.

Section 4: Compensation

No compensation shall be paid to any member of the Association Board. Reimbursement of actual out-of-pocket expenses incurred on behalf of the Association may be authorized.

Article V: Operation

Section 1: Annual Meeting

There shall be an annual meeting of the Association, with notice provided on the Alumni website and in the Alumni Newsletter at least one month prior to the meeting. The purpose of the annual meeting shall be the election of board members, the presentation of annual reports by the officers, and such other items as may be placed on the agenda by the Association Board. The Association may hold additional general membership meetings throughout the year at the call of the President.

Section 2: Association Board Meetings

Two meetings of the Association Board shall be held annually at a time and location specified by the President, with additional meetings scheduled as necessary. A Foundation representative may attend these meetings. Other alumni representatives may attend these meetings.

Section 3: Quorum

A quorum for the purpose of transacting Association Board business, shall consist of a majority of Association Board Members, at least two of whom shall be officers.

Section 4: Rules of Order

Robert's Rules of Order shall govern the Association.

Section 5: Fiscal Year

The fiscal year of the Association shall be from July 1 to June 30, and coincide with the school district's fiscal year.

Section 6: Dissolution

In the event of the dissolution of the Association, the Association Board will donate any assets then owned by the Association, to Mount Vernon Community Schools and/or Mount Vernon Community School District Foundation.

Article VI: Activities

Section 1: All Alumni Reunion

The Association may from time to time host an all alumni reunion, to which all classes shall be invited. The President may establish an Ad Hoc Committee to plan and execute an approved all alumni reunion.

Section 2: Additional Activities

Additional activities may be scheduled after approval by the Association Board. Ad Hoc Committees may be established to assist with these events.

Section 3: Activity Reports

The Ad Hoc Committee for any event will be requested to keep a detailed written record of the planning and execution of the event, for use by those planning subsequent similar events. This report shall be submitted to the Association Board Secretary.

Article VII: Newsletter

The Association will publish a newsletter. Preparation of the newsletter will be under the direction of the Staff Director. The newsletter shall be made available to all members of the Association by mailing, or electronically.

Article VIII: Website

The Association shall maintain a website Alumni incorporated into the website of Mount Vernon Community Schools. This section will contain a Data Base of all alumni of MVHS. This will include, as a minimum, the names, addresses, email addresses, and telephone numbers of all alumni for whom information is known. Operating procedures for the Data Base, addressing confidentiality of data, use of data for any purpose, and requirements of the directory, will be developed by the Director, and approved by the Association Board.

Article IX: Memorabilia

The Association may maintain and sell memorabilia to members. The Association Board will develop procedures for the control and sale of memorabilia. The President may establish an Ad Hoc Committee to handle memorabilia.

Article X: Amendments to By-Laws

These by-laws can be amended by a majority of Association members present at their annual meeting with prior notice of the question to the members. These by-laws can be amended by a majority vote of the Association members present at a special meeting, but only if notice of the question has been given to the members with notice of the meeting, not less than two weeks in advance.