

VANDALIA-BUTLER HIGH SCHOOL ALUMNI ASSOCIATION

Article I. Name and Purpose

Section 1. Name. The name of the organization shall be the Vandalia-Butler High School Alumni Association, hereinafter referred to as the “Association.”

Section 2. Purpose. The Association shall have for its purposes:

1. To connect the past with the present and the future
2. To assist in the Mission of Butler High School
3. To promote the spirit of alumni unity through communications and reunions, to locate alumni, and to acquire and maintain school and Association memorabilia
4. To provide Members’ time and talents for programs to benefit current and future students
5. To contribute funds, individually and collectively, to support and promote Butler High School and the Vandalia-Butler City School District
6. To support, strengthen, and promote, individually and collectively, the Vandalia-Butler community by building and maintaining relationship between its alumni and students
7. To instill in alumni a long-term loyalty and dedication to Butler High School and its programs
8. To create activities, social events and reunions for members

Section 3. General.

(a) The Association shall have as its fiscal year the period from July 1 to June 30.

(b) All moneys of the Association shall be deposited in a fund within The Vandalia-Butler Foundation which is a component of The Dayton Foundation.

Section 4. Nondiscrimination. The Association shall not discriminate against any member because of: race; color; creed; sex; sexual orientation; age; physical or mental disability; national origin; alienage or citizenship status; gender (including gender identity and sexual harassment); marital status and partnership status; or any other status where discrimination is prohibited under city, state or federal nondiscrimination laws then in effect.

Article II. Membership

Section 1. Membership. Members shall include the following:

- **Graduates** of Butler High School
- **Non-graduates** who attended Butler High School
- **Staff Members** (current and former) of Vandalia-Butler City School District

- **Honorary Members:** There shall be honorary members consisting of persons, selected by the Board from time to time at a regularly scheduled meeting, who have made significant contributions to the School or the Association but did not attend Butler High School. Honorary Members shall have no right to vote, to hold office in, or to serve on the Board of the Association. Honorary Members may serve on committees (but may not chair a committee).

Section 2. Dues. There shall be no dues for Members to participate in the Association.

Section 3. Revocation and Suspension. The rights and privileges of any Member of the Association may be revoked or suspended for cause adversely impacting the Association, Butler High School or the Vandalia-Butler City School District at any duly noticed Board meeting, after two-week written notice of intent to take such action, by a majority vote of the Board then in office.

Article III. Meetings

Section 1. Annual General Meeting. An Annual General Meeting of the Members of the Association shall be held during the month of August at such date, time and place as the Board shall determine. Notice of such meeting shall be given at least one month in advance via the Alumni website and through social media. The purpose of the meeting shall be to review the past fiscal year, to establish future goals, to provide Members an opportunity to hear about Alumni activities and plans, and to provide a means for all Members to share their thoughts on the direction of the Association.

Section 2. Board Meetings. Board Meetings shall be held bi-monthly, unless pending events dictate a need to meet in between. Executive Council members shall be present for Board Meetings.

Section 3. Executive Council Meetings. Executive Council Meetings shall be held monthly.

Section 4. Quorum. For Board Meetings, there must be more than a minimum of 50% of the Board Members present, physically or via technology, for any votes.

Article IV. Board Members

Section 1. General. Board Members shall consist of individuals from each graduating decade of Association Members (maximum 2 per decade), plus the current Student Body President, Senior Class President, and Junior Class President.

Section 2. Duties of Board Members. The duties of the Board Members will be

- to encourage and promote, first and foremost, communication and participation of alumni within their specific decade in their respective class activities, e.g., reunions.
- to assist in locating alumni and promoting the involvement of their decade of alumni in Association activities, events, and promotions, e.g., Homecoming, Association initiatives to assist Butler High School and/or Vandalia-Butler City School District, and providing support for one another.
- to review requests and approve all expenditures of the Association.

Section 3. Term of Office. Except for the current Student Body President, Senior Class President, and Junior Class President – all of whom serve during the term of their office, Board Members shall serve for a two-year term, renewable indefinitely, as long as they are re-elected.

Section 4. Nomination and Selection Procedure to Fill Vacancies. When a Board Member vacancy occurs, the Board shall inform Members of that decade, recruit candidates, and elect a decade representative to fill that opening on the Board.

Section 5. Action Without a Meeting. Any action required or permitted to be taken by the Board or any committee thereof may be taken without a meeting if all members of the Board or such committee consent in writing to the adoption of a resolution authorizing the action. Such resolution and the written consents thereto by the members of the Board or committee shall be filed with the minutes of the proceedings of the Board or committee.

Section 6. Participation by Telecommunications Equipment. Any one or more members of the Board or any committee thereof may, where practical, participate in a meeting of the Board or such committee by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear one another at the same time. Participation by such means shall constitute presence in person at a meeting.

Section 7. Removal. Any Board Member may be removed or suspended for cause adversely impacting the Association, Butler High School or the Vandalia-Butler City School District after a motion made and carried by a simple majority vote at a duly noticed Board meeting, followed by two-week written notice of intent to take such action, and a vote carried at a subsequent Board meeting by a two-thirds majority of the Board and Executive Council then in office.

Article V. Executive Council of Officers

Section 1. General. The Officers of the Association shall be: President, First Vice President, Second Vice President, Recording Secretary/Treasurer and Communications Director.

The Principal of Butler High School shall serve as a non-voting member of the Executive Council.

The Executive Council shall be responsible for periodically reviewing the Association's governance, including these Bylaws, to ensure that they reflect current law and best practices.

(a) The Executive Council shall review all requests for Association funds from Butler High School, plus student groups, departments, teams, staff members, and other groups associated with the Vandalia-Butler City School District – then submit to Board for approval.

Section 2. Duties of Officers. The duties of the officers shall be those usually incident to their respective offices.

(a) President. The President shall preside over all meetings and business of the Association, be the primary spokesperson for the Association, exercise general supervision over the Association's officers and membership. The President shall serve as an Ex-Officio member of each committee.

(b) First and Second Vice Presidents. The Vice Presidents shall act as assistants to the President and shall perform the duties of the President in his or her absence, including presiding at meetings of the Board and the annual General Meeting. They shall also serve as secondary spokespersons of the Association and be assigned specific duties as determined by the Executive Council.

(c) Recording Secretary/Treasurer. The Recording Secretary/Treasurer shall be responsible for the keeping of accurate and complete records of the Association, including the proceedings of the Board and the annual General Meeting, as well as, shall be responsible for the financial operations of the Association, including providing financial updates at Board meetings and the annual General Meeting, as well as depositing/withdrawing funds on account with the Vandalia-Butler Foundation.

(d) Communications Director. The Communications Director shall be responsible for regular Association communications, including, but not limited to, the publication of the quarterly Association newsletter, present in social media, and maintenance of the Vandalia-Butler Alumni Association website.

Section 3. Term of Office. Officers shall serve for a term of three years, renewable indefinitely. At the conclusion of an Officer's term of office, the Board at its first meeting immediately after the annual General Meeting shall vote if an Officer remains in that office or select an individual to fill the vacant position. Candidates for officer positions must be Members of the Association in good standing. All Officers will take office immediately upon election.

Section 4. Removal. Any Officer of the Association may be removed or suspended for cause adversely impacting the Association, Butler High School or the Vandalia-Butler City School District after a motion made and carried by a simple majority vote at a duly noticed Board meeting, followed by two-week written notice of intent to take such action, and a vote carried at a subsequent Board meeting by a two-thirds majority of the Board and Executive Council then in office.

Section 5. Vacancies

(a) In the event that the Office of the President becomes vacant as a result of retirement, resignation, removal, death, or any other reason, the Office shall be succeeded for the unexpired portion of the term by the First Vice President, then Second Vice President, then Recording Secretary/Treasurer, then Communications Director.

(b) In the event of a vacancy in any office other than the President, a successor to fill the unexpired portion of the term shall be elected by the Board and Executive Council then in office, preferably a member of the Board.

Article VI. Standing Committees

Section 1. General.

(a) Standing committees shall be created by the Executive Council in collaboration with the Board. They shall have the power to perform the functions specified below, any functions incident thereto, and any other functions that may be assigned to them by the Executive Council and Board from time to time. All committee activities shall be subject to review by the Board. Except as otherwise stated, standing committees shall report regularly to the Board.

(b) Each committee shall have no fewer than three (3) members.

Section 2. Nominations. The committee shall be responsible for nominating members of the Board. The Nominations Committee shall consist of three (3) or more Board members.

Section 3. Diversity & Inclusion. The committee shall be responsible for discussing, communicating and creating opportunities to (a) identify inclusion and diversity strengths, issues, and opportunities within all aspects of the Association; (b) develop strategies and plans to examine ways in which to include all Members; (c) systematically examine aspects of the Association to enhance its effectiveness and ability to meet the needs of its diverse membership; and (d) respectfully celebrate and document the successes of inclusivity approaches. The Diversity and Inclusion Committee shall consist of three (3) or more Board members.

Section 4. Special. The Executive Council and Board may, from time to time, create such special committees as may be deemed desirable. The members of any such committee shall be appointed by the President with the advice of the Board. Special committees shall have only such powers as are specifically delegated to them by the Executive Council and Board.

Article VII. At-Risk Service

Section 1. At-Risk Service. Members, Board Members and Officers serve the Association at will. The Association shall not be held responsible for any actions brought against them.

Article VIII. Chapters

Section 1. Affiliated Chapters. The Board may, from time to time authorize, charter, license, and dissolve chapters of the Association throughout the United States and other countries.

Article IX. Amendments

Section 1. Amendments to the Bylaws. These Bylaws may be amended by a motion made and carried by a simple majority vote at a duly noticed Board meeting, followed by two-week published written notice of intent to take such action, and a vote carried out at a subsequent Board meeting by a two-thirds majority of the Board and Executive Council then in office.

Article X. Dissolution of the Association

Section 1. Dissolution of Association. In the event of the dissolution or liquidation of the Association, the Board shall donate any assets then owned by the Association to Vandalia-Butler City School District.

Article XI. Effective Date

These Bylaws shall be effective on **August 21, 2019.**