

# BY LAWS OF THE PIKE ALUMNI ASSOCIATION

## Article I. Name

The name of this organization shall be the Pike Alumni Association, hereinafter *sometimes called* "The Association" or "The Alumni Association" and the Alumni office shall be located at 5401 W. 71st Street, Indianapolis, Indiana 46268.

## Article II. Purpose

- A. The purposes for which the Alumni Association is organized are exclusively religious, charitable, scientific, literary, or educational within the meaning of section 501C (3) of the Internal Revenue Code or corresponding provision of any future United States Internal Revenue Laws.
- B. The Pike Alumni Association is a not-for-profit membership organization created to promote and celebrate public education as represented in the past, present, and future achievements of Pike High School students and alumni.
- C. To further this purpose, The Association is committed, among other activities to, establishing and maintaining special scholarship and/or mentoring programs for Pike students.
- D. To develop Pike Alumni support, the Association will publish newsletters, maintain and update alumni membership lists to facilitate class reunions and communication between the high school and its graduates, and sponsor other special events.
- E. Notwithstanding any other provision of these articles, this organization shall not carry on any activities not permitted to be carried on by an organization exempt from any Federal Income tax under Section 501 C (3) of the Internal Revenue Code of the corresponding provisions of any future United States Internal Revenue Law.

## Article III. Membership

The Association membership includes regular memberships available to any person who graduated from New Augusta, Pike Township High School, or Pike High School, since the first graduating class in 1892 and associated memberships available to parents of Pike High School students, graduates, administrators and teachers, both active and retired. Honorary memberships may be granted by special request, upon approval of the Board of Directors. The privileges and dues of the various membership classifications are as follows:

- A. Regular Members**, provided they have paid their membership dues, have the right to attend annual meetings, vote, and/or serve as officers and directors; receive newsletters; and participate in any events sponsored by the Association. Annual membership dues will be outlined in the standing rules, as adopted and/or modified by the Board of Directors.
- B. Associate Members** are non-voting members who have the right to attend annual meeting and special events sponsored by the Association and to receive newsletters. Associated member dues will be outlined in the standing rules, as adopted and/or modified by the Board of Directors.
- C. Lifetime Member**: Any individual or group who contributes the sum of \$250.00 or more to the Association shall be considered a Lifetime Member.
- D. Charter Members**: Charter members are those individuals or groups who contributed \$275.00 to The Association on or before May 31, 2000.

## Article IV. Meetings

The Pike Alumni Association will meet annually at a place to be determined by the Board of Directors. The annual meeting will be announced to the membership in the Association newsletter

and/or on the Association website at least thirty days in advance of said meeting. At the annual meeting, directors will be elected. Board of Directors meetings will occur monthly and may be scheduled as needed by the President of the Association, the majority of the Board or any other two officers who concur that a board meeting is necessary to transact Association business. The officers shall be elected by the Board of Directors at its first meeting following the annual meeting of the members. The officers are to be elected to serve for a period of one year, or until their successors are duly elected and qualify. The officers to be elected shall be a President, Vice-President, Secretary and a Treasurer.

## **Article V. Officers**

Officers of the Pike Alumni Association and their duties include:

**PRESIDENT:** Oversees the day-to-day operations of the Association and its officers, chairs the annual meeting and Board of Directors meeting and sits ex-officio on all committees except Nominating. The President's term shall be for one year, beginning at the first meeting of the new fiscal year after his/her election. No individual shall serve as President for more than two (2) consecutive terms. Service of less than a full year shall not be considered a term.

**VICE-PRESIDENT:** Duties and responsibilities to be assigned by the President or Directors as shall be required. In the event of the inability of the President to serve, the Vice-President shall immediately become the interim President. At the next scheduled meeting, the Board of Directors shall elect a replacement as outlined in the last paragraph of Article V. The Vice President's term shall be for one year, beginning at the first meeting of the new fiscal year. No individual shall serve as Vice President for more than two (2) consecutive terms. Service of less than a full year shall not be considered a term.

**SECRETARY:** Records and distributes the minutes of all meetings, chairs the publicity committee and works with the public relations staff of the high school and township to publicize high school news to the Association membership. The Secretary handles correspondence between the Association and individual members, maintains the membership list and assists with alumni planning class reunions by providing the most up-to-date names and addresses of class members. The Secretary's term shall be for one year, beginning at the first meeting of the new fiscal year. No individual shall serve as Secretary for more than four (4) consecutive terms. Service of less than a full year shall not be considered a term.

**TREASURER:** Presents financial reports at the annual meeting, all Board of Directors meetings, arranges for the biannual audit of the Association and serves as needed on the Scholarship Committee. The Treasurer's term shall be for one year, beginning at the first meeting of the new fiscal year. No individual shall serve as Treasurer for more than four (4) consecutive terms. Service of less than a full year shall not be considered a term.

The officers shall be elected by the Board of Directors at its first meeting following the annual meeting of the members. The officers are to be elected to serve for a term of one year, or until their successors are duly elected and qualify. The officers to be elected shall be a President, Vice-President, Secretary and a Treasurer.

Should an officer or board member resign, be removed or be unable to fulfill his or her duties, the Board of Directors shall elect a replacement to serve until the Board of Directors' first meeting following the annual meeting and election. An officer may be removed by a majority vote of the members of the Board of Directors.

## **Article VI: Standing Committees**

The Pike Alumni Association standing committees and their duties:

**Membership:** maintains Association membership lists, strives to build membership through member solicitation mailings and phone efforts, works with other committees to involve as many alumni as possible in Association activities. This committee shall be appointed as directed by the Board of Directors.

**Publicity and Publication:** handles the publication and mailing of the Association news letter to members and distributes publicity about the Association activities to local media and community. This committee shall be appointed by the Board of Directors.

**Nominating:** chooses a slate of (11) directors to be presented to the membership at the annual meeting. The chairperson and three other members of the nominating committee are chosen by the President and approved by the Board of Directors. The slate is adopted by the Nominating Committee and shall be announced at the Board of Directors meeting immediately prior to the annual meeting of the membership. Additional nominations may be made by a regular member from the floor at the annual meeting. The Nominating Committee shall also recommend to the Board of Directors a suggested President, Vice-President, Secretary and a Treasurer. As noted in Article V. the slated officers will be voted on at the first meeting following the annual meeting.

**Scholarship:** committee shall evaluate and select recipients of scholarships endowed by the Alumni Association according to criteria established by the committee and approved by the Association Board of Directors. Nominations are by application from students. The President shall appoint the chairperson and members of this committee.

**Special Events & Projects:** initiates and coordinates events for the Association membership, develops programs to promote positive interaction between Pike alumni and current students such as mentoring programs and career counseling. As various programs and events are initiated, the committee may recommend that separate subcommittees be created to plan and coordinate specific areas. The President shall appoint the chairperson and members of the committee.

**Finance Committee.** The finance committee shall consist of the four (4) elected Officers of the Association. The duties of the Committee shall be to review the expenditures of Corporation funds, to direct their expenditures to meet the purpose of the Corporation, to be knowledgeable of the sources of incoming funds, to balance incoming funds with expenditures and to prepare and present a budget for the upcoming fiscal year.

The fiscal year of the Corporation shall coincide with the annual terms of the Officers and shall be determined by the Board of Directors while consistent with State and Federal laws. Currently, the fiscal year runs from January 1 to December 31.

### **Article VII: Board of Directors**

The Board of Directors of the Pike Alumni Association shall consist of (11) regular members elected by the membership at the annual meeting. The election of officers shall take place prior to September 30 each year, with officers taking office the first meeting after the election. Directors of the Corporation shall consist of four (4) elected Officers, six (6) elected Directors and one (1) Honorary Director. Directors shall be elected at the Annual Meeting of the Association to serve a term of three (3) years, but only two (2) full term Directors shall be elected at any Annual Meeting. The past President of Pike High School Alumni Association shall serve as the Honorary Director. In addition, other Pike High School or Pike Township staff who assists with the work of the Association may serve ex-officio on the Board at the discretion of the Association President.

### **Article VIII: Quorum**

A quorum for the purpose of transacting normal Association business consists of six regular or ex-officio board members present at any Association Board of Directors or annual meeting.

### **Article IX: Amendments**

Provided a quorum is present, these Bylaws may be rescinded, changed or amended by two-thirds affirmative vote of the Board of Directors present at any Association Board of Directors meeting, provided that the proposed amendments have been mailed to all Board members at least thirty days in advance of said meeting.

### **Article X: Conflict of Interest**

Board members shall perform their official duties in a manner free from any possible criticism or prejudice or self interest. To this end:

- A. Every effort shall be made to avoid the possibility of a claim being made that an individual participated in reaching a decision on a matter in which s/he had either a direct or an indirect financial interest of a substantial nature;
- B. Each member of the Board shall resist every temptation and outside pressure to use his/her position as a Board member to benefit either himself/herself or any other individual or agency apart from the total interest of the Alumni Association;
- C. When a member of the Board determines that the possibility of a personal interest conflict exists, s/he should, prior to the matter being considered, disclose his/her interest in accordance with statute (such disclosure shall become a matter of record in the minutes of the Board), and thereafter shall abstain from participation in both the discussion of the matter and the vote thereon; (I.C. 35-44-1-3)
- D. No member of the Board may obtain, for at least one (1) year after termination of service on the Board, a pecuniary interest in any Corporation contract or purchase which was approved during his/her tenure. (I.C. 35-44-1-7)

### **Article X: Dissolution**

In the event of dissolution, the residual assets of the organization will be turned over to one or more organizations which themselves are exempt as organizations described in sections 501C (3) and 1709C (2) of the Internal Revenue Code or corresponding sections of any prior to future Internal Revenue Code, or to the Federal State, or local government for exclusive public purpose.

Revised 10/18/2010