

Sparrows Point High School Alumni Association, Inc.
By-Laws as Amended January 2010

By-Laws of the Sparrows Point High School Alumni Association, Incorporated

ARTICLE I

Name

The name of this Association, founded the 13th day of September, 1983, in Baltimore County, Maryland, shall be “Sparrows Point High School Alumni Association, Incorporated” (hereafter referred to as “the association”).

ARTICLE II

Purpose

The purpose of this association shall be:

- A. To promote fellowship among graduates, former students, faculty, and staff members of Sparrows Point High School for it’s development and well being as an educational community.
- B. To establish a scholarship fund for the benefit of Sparrows Point High School graduates (students).
- C. To maintain permanent historical records of Sparrows Point High School and it’s students.
- D. To provide support service to Sparrows Point High School.
- E. To serve as an advisory board to Sparrows Point High School.
- F. To coordinate association activities.

ARTICLE III

Membership

Section 1. The membership of this association shall be unlimited. Any former graduate, current or former student, or immediate family member of deceased graduate or student, faculty or staff member of Sparrows Point High School shall be eligible for membership.

Section 2. Categories of Membership

- A. Active Members shall:
 - 1. Be members who comply with the by-laws and whose dues are paid.
 - 2. Have a voice and vote at association business meetings.
 - 3. Have the privilege of presenting motions and being heard on the floor at association meetings.

- B. Inactive members shall:
 - 1. Be those members who are unable to continue in active status.
 - 2. Be entitled to attend association business meetings without voice or vote.

- C. Associate members are immediate family members of a deceased member. They shall be entitled to attend association business meetings without voice or vote.

- D. Honorary Members. Upon the recommendation of one member, seconded by another, and by a three-fourths (3/4) vote at a regular meeting, honorary life membership can be conferred upon an individual of the United States who shall have rendered notable service to the association. An honorary member shall have none of the obligations of membership in the association, but shall be entitled to all the privileges except those of making motions, of voting and of holding office.

- E. Lifetime Member. Each graduate shall be given the opportunity to establish a life-long membership in the association by paying a one-time fee of \$50.00 or such other sum as shall, from time to time, be fixed by the association, payable in advance. Graduates establishing such status shall be recorded by the Membership Committee, and shall be issued appropriate identification indicating such status.

ARTICLE IV

Officers

Section 1. The officers of the association shall be a President, a Vice-President, a Recording Secretary, a Corresponding Secretary, and a Treasurer. These officers shall perform the duties prescribed by these by-laws and by the parliamentary authority adopted by the association.

Section 2. At the regular meeting held on the third Tuesday of March, a Nominating Committee of three members shall be appointed by the association. It shall be the duty of this committee to nominate candidates with their consent for the offices to be filled at the annual meeting in June. The Nominating Committee shall report at the regular meeting

in June. Before the election at the annual meeting in June, additional nominations from the floor shall be permitted.

Section 3. The officers shall be elected by ballot if necessary to serve for one (1) year and their term of office shall begin at the close of the annual meeting at which they are elected.

Section 4. No member shall hold more than one (1) office at a time.

Section 5. The President shall preside at all meetings of the association, and shall appoint all Committee Chairmen. The President shall also be a member ex-officio of all committees except the Nomination Committee.

Section 6. The Vice-President shall render the President any assistance that may be deemed necessary by the President. In case of the absence of the President from any meeting, the Vice-President shall act as Chairman of the meeting. In case of the disability, resignation, removal or death of the President, the Vice-President shall assume the office of the President until the selection of a new President for the unexpired term of such officer, as approved in Section 10 of this Article.

Section 7. The Recording Secretary shall keep accurate minutes of each meeting of this association, and shall be the official custodian of the association seal.

Section 8. The Corresponding Secretary shall send out all notices and conduct the correspondence of the association. The Corresponding Secretary shall serve as Chairman of the Membership Committee and keep a list of the Membership.

Section 9. The Treasurer shall receive and promptly deposit all funds paid into the association. Said funds to be deposited in a bank approved by the association, in the name of "Sparrows Point High School Alumni Association, Incorporated"; withdrawals to be made upon order signed by the Treasurer; shall pay all bills of the association out of the funds of the association; shall make written report as to the financial status of the association at each regular meeting to be incorporated into the Minutes; and shall make an informal report at each regular meeting of the membership. The Treasurer shall be bonded at the discretion of the officers, in an amount to be decided upon by the officers, the premium therefore to be borne by the association.

Section 10. In the event of the death, resignation or removal of any officer of this association, a successor shall be selected by the remaining officers, to serve the unexpired term of such officer. Any officer desiring to resign from the association shall submit his resignation in writing to the Secretary who shall present it to the Officers for action.

ARTICLE V

Meetings

Section 1. The regular meetings of the association shall be held on the third Tuesday of every month unless otherwise ordered by the association.

Section 2. The regular meeting held on the third Tuesday in June shall be known as the annual meeting and shall be for the purpose of electing officers, receiving reports of officers and committees and for any other business that may arise.

Section 3. Special meetings can be called by the President. The meeting and its purpose shall be communicated at least three (3) days in advance.

Section 4. Nine (9) members of the association shall constitute a quorum, and two (2) must be officers.

ARTICLE VI

Removal from Office

Section 1. Any officer of the association failing to attend three (3) general meetings without valid cause shall be removed from office.

Any violation of the By-laws or conduct improper or detrimental to the welfare of the association will result in removal from office.

ARTICLE VII

Committees

Section 1. A Finance Committee composed of the Treasurer and three (3) other members shall be appointed by the President promptly after each annual meeting. It shall be the duty of this committee to prepare a budget and to submit it to the association at its regular meeting in September.

Section 2. An Auditing Committee of three (3) members shall be appointed by the President at the June meeting. The President shall be one of the three members appointed and the Treasurer shall be an ex-officio member. The Committee duty shall be to audit the Treasurer's accounts as of June 30 of the fiscal year (July 1 – June 30). The President of the fiscal or current year for which the report was prepared will present the report to the association at the September meeting.

Section 3. Such other committees, standing or special, shall be appointed by the President as the association shall from time to time deem necessary to carry on the work of the association. The President shall be an ex-officio member of all committees except the Nominating Committee.

ARTICLE VIII

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the association in all cases to which they are applicable and in which they are not inconsistent with these By-laws and any special rules of order the association may adopt.

ARTICLE IX

Amendment of By-Laws

These By-laws can be amended at any regular meeting of the association by a quorum vote of the members present, provided that the entire text of the proposed amendment has been furnished to the members by mail and, or, electronic mail, no less than 15 days before the final vote is taken.