

ALUMNAE ASSOCIATION OF NOTRE DAME DE SION

BY-LAWS

ARTICLE I: NAME

This organization shall be called the Alumnae Association of Notre Dame de Sion (herein called “the Association”), and shall be located at Kansas City, Missouri.

ARTICLE II: OBJECTIVES

The purposes of this organization are:

- A. To promote interest in the school and cooperation between the alumnae and the school.
- B. To encourage acquaintance and goodwill among the former students.
- C. To assist financially the educational programs of Notre Dame de Sion without profit to the Association or its member.
- D. To foster relationships with the Sisters of Sion.

ARTICLE III: MEMBERSHIP AND DUES

- A. Members of the Association shall consist of all graduates of Notre Dame de Sion High School. Any person who has been a student of the school but did not graduate may, if she desires, become a member of the Association upon payment of the annual dues. Exceptions to membership may be decided by a vote of the Executive Committee.
- B. Dues will be payable annually by all members of the Association.

ARTICLE IV: BOARD OF DIRECTORS

- A. PERSONNEL: The Board of Directors (the “Board”) shall be made up of the Executive Committee and other individual members who are voted onto the Board (the “Members”). The Executive Committee shall include a President, Vice President, Secretary, Treasurer, and Director of Alumnae Affairs, who are the officers. The Members shall include those who have voluntarily requested to serve on the Board and who are voted into membership by the Executive Committee.
- B. TERM: All members of the Board shall serve a minimum two (2) year term. The Executive Committee shall not serve more than two (2) consecutive terms in the same office, with the exception of the Secretary and Treasurer. The Members may serve an indefinite term as long as they meet the requirements set forth in Article IV, Section E of these By-Laws on an annual basis.
- C. TERMINATION: Failure by any individual on the Board to meet the requirements on an annual basis may result in termination of Board membership. Exceptions may be decided by a vote of the Executive Committee. A member of the Board may also voluntarily terminate their membership by written notice to the Executive Committee. A Board member whose membership has been terminated can rejoin the Board at any time by vote of the Executive Committee.
- D. ELECTIONS: The Association may nominate or self-nominate officer candidates to the Executive Committee at the March board meeting. The Board will compile a list of the nominated candidates to be voted upon at the final board meeting of the year.
- E. DUTIES AND POWERS:
The duties of the individuals on the Board shall be:
 - To attend a minimum of three (3) board meetings and/or alumnae events each year;
 - To notify a member of the Executive Committee if you will be absent from a Board meeting;
 - To actively serve (as a chair or committee member) on at least one (1) event per year, with the expectation that the event chairs shall appoint their committees from the Association;
 - To attend and/or contribute to at least three-fourths (3/4) of Association events. As a benefit, members of the Board may attend any event at cost;
 - To promote all activities coordinated by the Association and encourage alumnae participation;
 - To participate in at least half (1/2) of the Association’s service projects (if applicable);

- Each member of the Board shall have one (1) vote.

The duties of the Executive Committee shall be:

- The President shall preside at all meetings of the Board and the Executive Committee;
- The Past President shall serve ex-officio at meetings of the Board and on all committees as needed;
- The Vice President shall assist the President and perform the duties of President in her absence;
- The Secretary shall keep full records of all meetings of the Association, give notice of all meetings, and conduct the correspondence of the Association, as well as keep a correct roll and attendance record of the members;
- The Treasurer shall receive and have charge of all money of the Association (including dues), properly counted for, pay all authorized bills, and present a written report of the financial condition at each meeting of the Board;
- The Director of Alumnae(i) Affairs will serve as liaison from the school to the Association;
- The Executive Committee, with the supervision of the Director of Alumnae(i) Affairs, shall oversee any business within the Association.

ARTICLE V: MEETING

There shall be at least four (4) meetings of the Board and two (2) meetings of the Executive Committee every year. The first meeting of the new term shall be held in September. Additional meetings shall be called as needed.

Three-fourths (3/4) of the Board, at least two (2) of which are members of the Executive Committee, shall constitute a quorum for any meeting. On any question, the majority shall rule.

If the Executive Committee fails to call a minimum of four (4) meetings annually, they may be removed by a unanimous vote of the members of the Board exclusive of the Executive Committee. In that event, those members of the Board voting for the removal shall elect a new Executive Committee within thirty (30) days of the removal of the out-going Executive Committee.

ARTICLE VI: AMENDMENTS

These By-Laws may be amended at any meeting of the Board by a two-thirds (2/3) vote of a quorum present at the meeting and by those Board members not present who send a vote by proxy in writing, provided a copy of the amendment(s) is distributed to all members of the Board at least five (5) days prior to the vote.

Amended: January 2015