

ARTICLE I

NAME

The name of this organization shall be the “Miller College Alumni Association” (Hereafter referred to as the Association).

ARTICLE II

OBJECTIVES

This organization shall be a voluntary, non-profit organization affiliated with Miller College with the purpose of meeting the following common objectives:

- A. To organize the alumni of Miller College.
- B. To maintain a strong relationship between the Alumni and the College.
- C. To help strengthen the long-term financial health of the College through support of its fundraising efforts.
- D. To promote the welfare and professional development of students of the College.
- E. To foster and promote participation of the alumni in the activities of the College.
- F. To represent the interests of alumni in matters affecting the College.

ARTICLE III

MEMBERSHIP

Section 1 – Active Membership.

An active member shall be any person who receives a degree from Miller College.

Active members hold all rights and privileges of the Association.

Section 2 – Honorary Membership.

Any person who has been awarded an honorary degree by the College shall become an honorary member by right. Any person who has provided distinguished service to the College may be granted honorary membership on recommendation of the Executive Committee. Honorary members shall not have the right to vote or hold office but shall have the privilege of the floor at meetings of the Executive Committee and the Annual Meeting.

Section 3 – *Ex officio*.

Ex officio members of the Association may include members of the Miller College Board of Trustees, the President of the College, a representative from the Miller College Student Association and a Faculty member. *Ex officio* members shall not have the right to vote or hold office but shall have the privilege of the floor at meetings of the Executive Committee and the Annual Meeting.

Section 4 – The President of the College will appoint an advisor to the Association. The advisor must be an employee of the College.

ARTICLE IV

FINANCES

Funds generated by special events shall revert to the College for uses jointly determined and agreed upon by the Association and the College Alumni Liaison. The Association will use the financial services of the College as its fiscal agent.

ARTICLE V GOVERNMENT

Section 1 – Powers.

This organization shall be governed by an Executive Committee, which shall have complete authority, except as specifically limited by the By-Laws, in all matters relating to the objectives, management, operations and business of this organization. The Executive Committee shall have the power to appoint additional committees of this organization as may be necessary and convenient for the achievement of the organizations objectives. The Executive Committee shall appoint chairpersons of such committees. The Executive Committee shall govern by resolutions passed by majority vote of members present at a membership meeting, unless otherwise stated in these By-Laws.

Section 2 – Executive Committee.

The Executive Committee of the Association shall include President, Vice President, Secretary, Treasurer and Trustee. This Executive Committee shall act for the Association between regularly called meetings and shall meet at the call of the President. All Executive Committee members are voting members.

- A. President – The President shall be the Chief Executive Officer of this organization and shall preside at all meetings of this organization. The President shall submit a report to the membership on the significant events of the Association at the annual meeting of this organization.
- B. Vice President – The Vice President shall serve as an advisor and assistant to the President and shall assume the duties of the President in the absence, resignation, incapacitation or removal from office of the President.
- C. Secretary – The Secretary shall maintain and assist in the recording and distribution of the minutes, records and documents for this organization. The Secretary shall maintain and promulgate an accurate list of the membership of this Association.
- D. Treasurer – The Treasurer shall receive the income of the Association and executes all the disbursements authorized by the Executive Committee. A Treasurer's Report, outlining the year's fiscal activity, shall be presented at the Annual Meeting.
- E. Trustee – The Trustee shall serve as an advisor to the Executive Committee to ensure the express objectives of this organization are honored. The trustee must be an active member of the Association.

Section 3 – Election of the Executive Committee.

The slate of Executive Committee members shall be voted upon by the members of the Alumni Association in May of each year. Any member wishing to run for a position on the Executive Committee should notify the Nominating Committee in writing by March

15th. Written copy of the candidates will then be distributed to each member in April with ballots due in May.

Section 4 – Nominating Committee

Each year the Executive Committee shall appoint active members of the Alumni Association to the Nominating Committee. The Nominating Committee shall solicit nominations, conduct the election of members of the Executive Committee, and certify the results to the membership.

Section 5 – Removal from Office.

Executive Committee members may be removed from office for cause by a three-fourths vote of the Executive Committee. Three consecutive absences would automatically generate a standard letter from the President requesting immediate response as to that Executive Committee member's commitment or resignation.

Section 6 – Vacancies.

The Executive Committee may, at its discretion, fill any vacancy among the elected Executive Committee prior to elections. Such appointments shall be for the balance of the term of the seat being filled. Appointed Executive Committee members shall enjoy the same rights and privileges as elected committee members.

ARTICLE VI

TERMS

Executive Committee members shall serve one year terms beginning July 1st and ending June 30th.

ARTICLE VII

COMMITTEES

Committee chairs of any established committees shall report to the President on the status of objectives of the committee. Committees shall be discharged, with the approval of the Executive Committee, when their mission has been accomplished.

ARTICLE VIII

MEETINGS

Section 1 – Executive Committee

The Executive Committee shall meet at least quarterly and as needed to conduct business in a manner consistent with meeting the objectives of this Association. The President will notify Executive Committee members of the date, time, location, and agenda for all meetings of the Executive Committee.

Section 2 – Committees

Committees established by the Executive Committee shall meet as needed or as directed by the Executive Committee. Committee Chairs will notify the President of the date, time, location, and agenda for all meetings two weeks prior to meetings. Meeting minutes shall be submitted to the President within two weeks of Committee meetings.

Section 3- Association

The membership of this organization shall be invited to meet no less than once a year. The date of this general meeting shall be set by the Executive Committee and promulgated to the membership at least sixty days in advance. In addition to any business that will legitimately come before the membership, annual elections for the Executive Committee shall take place at this meeting.

**ARTICLE IX
AMENDMENTS**

Section 1

The by-laws of this association may be amended at the annual membership meeting by a majority vote. Any proposed amendments should be presented to the Executive Committee in writing forty-five days before the annual membership meeting. Written copy of the proposed changes will then be distributed to each member at least thirty days prior to the annual membership meeting.

**ARTICLE X
PAPERS, RECORDS AND PROPERTY**

Section 1

It is hereby agreed that all paper, records and property of the Association used by the Executive Committee or any established committees are continually and shall always remain the property of the Alumni Association and at the termination of any term of each or any of the above members shall immediately present to their successors any or all such records to insure continuity of recordings and routine correspondence (for) of the Association.

Section 2

In the event the Association dissolves, all records, funds and property of the Association become property of Miller College.

CERTIFICATION

I, the undersigned duly qualified and acting President and Vice President of the Miller College Alumni Association, do hereby certify that the foregoing is a true ad complete copy of the By-Laws adopted by the organizing committee held on the 17th day of April 2008.

Dated: _____

Michelle McBride, President

Dated: _____

Melissa Ehart, Vice President