

**GEORGIA SCHOOL FOR THE DEAF ALUMNI ASSOCIATION  
BYLAWS**

*(as revised at the annual meeting on June 4-5, 2010)*

**ARTICLE I  
Name**

- Section 1.* The organization shall be known as Georgia School for the Deaf Alumni Association, Inc. (hereafter known as "the GSDAA") or hereinafter in the Bylaws known as the "Alumni Association").
- Section 2.* The Alumni Association shall be incorporated under the laws of the state of Georgia as non-profit organization for educational, charitable, and deaf culture purposes.

**ARTICLE II  
Objectives**

- Section 1.* The objectives of the Alumni Association are:
- a. To keep in close touch with its Alma Mater;
  - b. To lend every effort possible to the growth and preservation of Deaf rights (the word "Deaf" includes any kind of hearing loss) in the State of Georgia and the nation when possible; especially to the Georgia School for the Deaf.

**ARTICLE III  
Membership**

- Section 1.* Active Membership:
- Graduates, former students, and employees of the Georgia School for the Deaf, upon payment of required dues and in good standing, shall be entitled to full membership.
- Section 2.* Associate Membership:
- An individual, not as described in Active Membership, (Section 1, above), may be admitted with all membership privileges except holding office (as listed in Article VI), upon payment of the required membership dues.
- Section 3.* Membership and membership dues shall be for one year from the month that dues are paid to the same month of the following the year.
- a. All graduating seniors of GSD should receive one year free membership; beginning the first day of the graduation month.

**ARTICLE IV  
The Board of Directors**

- Section 1.* The Board of Directors (hereinafter the "Board") shall be the President, the Immediate Past President, the Vice President, the Treasurer, the Secretary, the three members-at-large, and the Standing Committee Chairs.

- Section 2.* The Board shall have the power to use any available funds of the alumni except the Scholarship Funds to promote the interest of the Alumni Association.
- Section 3.* The Board, at the board meeting, shall spend from \$501.00 to \$1000.00 with approval of at least other five (5) active members; from \$1001.00 to \$2000.00 with approval of at least other ten (10) active members; and more than \$2001.00 with the approval of at least other twenty (20) active members.
- Section 4.* The Board shall have the power by a two-third vote, with sufficient reasons, to suspend or remove any officers from his/her duties or from the privileges of the Alumni Association, however such suspended shall have the right to appeal to the Alumni Association at a Board meeting.
- Section 5.* If a member of the Board absents himself/herself from two (2) consecutive meetings of the Board without sufficient reason, he/she shall be considered removed by the Board and a successor shall be named by the remaining members.
- a. Excused absences shall include true emergencies, illnesses, and job-related conflicts.
  - b. Any member of the Board, whose job frequently conflicts with his/her duty and attendance, shall consider abstaining from accepting the position.

## **ARTICLE V Elections**

- Section 1.* The officers and the three members-at-large, except the Immediate Past President and the Treasurer, shall be elected separately by a majority ballot of the members every two even-numbered years at the regular meeting.
- a. The Treasurer shall be elected every four years.
- Section 2.* There shall be no voting by mail, online, or proxy.
- Section 3.* A Nominating committee shall be established two (2) months prior to the even-numbered annual meeting years.

## **ARTICLE VI Officers**

- Section 1.* The officers of the Alumni Association shall be the President, the Vice President, the Secretary, the Treasurer, and the Immediate Past President.
- Section 2.* The outgoing President shall assume the office of Immediate Past President for a period of six (6) months with all the rights and duties of membership on the Board.
- Section 3.* The outgoing Treasurer shall assume the office of Immediate Past Treasurer for a period of six (6) months to assist the new Treasurer.
- Section 4.* All the officers of the Alumni Association, including the Board, shall be active members and residents of Georgia or employees of Georgia School for the Deaf, except for the President who shall be a graduate of the school (*refer to Article III, Section 1*).

- Section 5.* The officers shall have general management of the affairs of the Alumni Association as expressed by resolution or otherwise.
- Section 6.* Newly-elected officers shall assume office immediately after final adjournment of the current meeting and continue until their successors are elected and qualified. The following oath shall be administered by the retiring President or any other member in good standing.
- "I solemnly pledge to observe and uphold the Constitution and Bylaws of the Alumni Association, and to faithfully perform the duties of my office, to the best of my ability."*
- Section 7.* In the event of a resignation of an officer, a formal notice with a statement of reason thereof shall be submitted to the President of the Alumni Association who shall be empowered to appoint a qualified member of the Alumni Association to fill the vacancy subject to the approval of the Board. In the event the President resigns, he/she is to submit in writing to the Secretary of the Alumni Association.
- a. A qualified member is defined as any active member in good standing with the Alumni Association.
- Section 8.* A husband and wife may not hold any office at the same time.
- Section 9.* Officers of the Alumni Association may be paid for any necessary expenses incurred in the performance of their duties. They shall submit vouchers or written reports of their expenses to the Board for approval.
- a. Any traveling expenses must be presented in writing for each travel for approval from the Board.

## **ARTICLE VII**

### **Duties of Officers**

- Section 1.* The President
- a. Shall preside at all meetings of the Alumni Association and of the Board at its regular meeting and any other official meetings under the jurisdiction of the Alumni Association.
  - b. Shall perform all the duties ordinarily associated with the office of President, including cosigning all checks payable with the Treasurer.
  - c. Shall be an ex-officio member of all committees and other functions.
  - d. Shall appoint a Parliamentarian, a Historian, a Webmaster, a Newsletter Editor, the Standing and Non-standing Chairs, and others with approval from the Board.
- Section 2.* The Vice President
- a. Shall assume the duties of the President in his/her absence.
  - b. Shall perform duties assigned by the President.
  - c. Shall succeed in case of the President's resignation, inability to perform his/her duties, or death.

*Section 3.* The Secretary

- a. Shall keep a correct record of the proceedings of the Alumni Association at its various meetings and prepare the same for publication as may be directed by the Alumni Association.
- b. Shall have charge of all papers and correspondences of the Alumni Association except that properly belongs to other officers.
- c. Shall keep a complete list of officers and members and their addresses.
- d. Shall give in ample time to each member notice of a coming meeting.

*Section 4.* The Treasurer

- a. Shall have the custody of all monies and securities belonging to the Alumni Association.
- b. Shall keep an accurate account, verified by vouchers, of receipts and expenditures and submit an audited report of the same to the Alumni Association at its regular meeting.
- c. Shall pay no bills over \$200.00 unless approved by the Board.
- d. Two (2) Alumni Association Trustees shall inspect and audit the Treasurer's books at least twice annually.

*Section 5.* The Membership Chair

- a. Shall give members notice of their dues, when due and keep record of those who are in arrears.
- b. Shall maintain membership record.
- c. Shall give an updated list with addresses to the Alumni Association Newsletter the Editor, the Webmaster, and the Treasurer.
- d. Shall verify membership at the Alumni Association General Meeting.

*Section 6.* The Scholarship Chair

- a. Shall be in the charge of the Alvin Edward Steele/Niola McMichen Scholarship Funds and new future funds.
- b. Shall make an annual report to the Board from the Scholarship Committee.

**ARTICLE VIII**  
**Auditors**

*Section 1.* The President of the Alumni Association shall pick two auditors to check the books of the Alumni Association thirty (30) days prior to its annual meeting.

*Section 2.* The same two auditors shall check the Treasurer's report and submit its report to the next Board meeting.

## **ARTICLE IX The Committees**

*Section 1.* There shall be six (7) standing committees.

- (1) Museum
- (2) Law
- (3) Homecoming Event
- (4) Scholarship
- (5) Newsletter (Publication)
- (6) Fund Raising
- (7) Membership Committee

*Section 2.* Museum Committee:

- a. The Museum Committee, consisting of at least three(3) members, shall be appointed by the President.
- b. The members of the Museum Committee must be Georgia residents, at least one of them must be a graduate of GSD.
- c. The Museum Committee shall have a permanent historian.

*Section 3.* Law Committee:

- a. The Law Committee, consisting of three (3) members, shall consider all proposed amendments to the Bylaws, properly submitted to the chair of the Law Committee, and shall recommend their acceptance or rejection.
- b. The committee shall provide a new copy of the revised Constitution and Bylaws to the members within ninety (90) days after the regular Alumni Association meeting.

*Section 4.* Homecoming Event Committee:

- a. The President, with approval, shall appoint the Homecoming Event Chair at least six( 6) months before the Homecoming date.
- b. The Chair must develop the Homecoming Event plan at least three (3) months to be presented to the Board for approval.
- c. The committee shall be responsible for recording revenues and expenses. Any monies (left-over or incurred) from said event must be given to the Treasurer within five (5) business days after the Homecoming event.

*Section 5.* Scholarship Committee:

- a. The Scholarship Committee will develop any new policy or guideline for future Scholarship Funds to be presented to the Board for the approval.
- b. The present Scholarship Funds, the Alvin Edward Steele, Jr. Scholarship and the Viola McMichen Scholarship, which are already created, will not be affected by any new policy or guideline.

*Section 6.* Newsletter Committee:

- a. The Alumni Association Newsletter Chair shall be the editor.
- b. The functions of the Newsletter shall be as mentioned in ARTICLE XII - Official Publication of the Association.

*Section 7.* Fund Raising Committee:

- a. The Board will develop a policy or guideline for the purpose of raising funds.
- b. The Chair appointed by the President with the Board approval shall be responsible for recording the Fund Raising revenues and giving the net revenue to the Treasurer in a timely manner.

*Section 8.* Membership Committee

- a. The Membership Committee shall be appointed by the president.
- b. Shall oversee any member-related issued, i.e., dues, mailings, etc.
- c. Shall host membership drives, membership-related contests, to increase the members, etc.

*Section 9.* Non-standing Committees:

- a. President shall appoint the non-standing committee chair and members with the Board approval.
- b. President shall assign the duties to the non-standing committees.
- c. The Nominating Committee shall be established two (2) months before the election.

**ARTICLE X  
Funds**

*Section 1.* There shall be permanent funds for the following specific purposes:

- a. General
- b. Museum
- c. Scholarships
- d. Alumni Reunion
- e. Hall of Fame

**ARTICLE XI  
Dues**

*Section 1.* The membership dues shall be determined by members at its regular meetings.

*Section 2.* The privilege of membership in the Alumni Association accrues to all members in good standing to vote at annual meetings, certain Board meetings, serve on committees, receive all the publications of the Alumni Association, and receive all notices of the Alumni Association's meeting and, with the exception of Associate members, may hold office.

**ARTICLE XII**  
**Official Publications of the Association**

- Section 1.* The official publications of this Association shall be the GSDAA Newsletter.
- Section 2.* It shall be printed and distributed providing an editor is available and depending on sufficient funds and news.
- Section 3.* Subscription is included in membership dues.
- Section 4.* The President shall appoint an editor to take charge of the publications.

**ARTICLE XIII**  
**Meetings**

- Section 1.* The Order of Business of this Association shall be as follows:
- a. Invocation (optional)
  - b. Reading of Minutes
  - c. Communications
  - d. President's Address
  - e. Report of Officers
  - f. Report of Committees
  - g. Unfinished Business
  - h. New Business (Election of new officers)
  - i. Announcements
  - j. Adjournment
- Section 2.* Meetings of the Board shall be held as often as needed and shall be called by the President.
- a. The Board shall have the power to call a special meeting whenever it deems necessary, or whenever 70% or more of the active members of the Alumni Association make a petition for a such a meeting.
  - b. At the special meetings of which the 70% request, such meeting should be attended by at least 55% of the 70%.
  - c. At Board meetings there must be at least five (5) Board members present.
- Section 3.* At the annual meeting, there shall be fifteen (15) members in good standing, beside the officers, to constitute a quorum.
- Section 4.* In all matters of business affecting the Alumni Association, except amendments to the Bylaws, a majority vote of the active members present shall be decisive.
- Section 5.* The President shall, when necessary, appoint others to help preserve order during any regular meeting of the Alumni Association.

**ARTICLE XIV**  
**Locations**

*Section 1.* All Alumni and Board meetings, Alumni Reunions, Homecoming events, any other alumni events and activities shall be in Floyd County/Polk County, Georgia.

**ARTICLE XV**  
**Alumni Reunion and Class Reunion**

*Section 1.* There shall be an Alumni Reunion hosted by this Alumni Association every five (5) years, starting in 2010.

*Section 2.* The Alumni Association shall not host any Class Reunions, and shall not be responsible for them.

**ARTICLE XVI**  
**Amendments**

*Section 1.* Amendments to the Constitution and Bylaws of the Alumni Association may be made at its general meeting by a vote of two-thirds of the active members in attendance.

*Section 2.* Amendments to the Bylaws shall be in writing and mailed to the Law Committee Chair three months prior to the annual meeting at which time the Law Committee shall study and make reports at the general meeting. The Law Committee shall list all amendment propositions to the Board first, then send the list of all Amendment propositions thirty days prior to the general meeting for each member's consideration.

**ARTICLE XVII**  
**Annual Meeting**

*Section 1.* The annual business meeting of the members of this Alumni Association shall be held on the premises of the Georgia School for the Deaf, or in the vicinity of Floyd County/Polk County, Georgia, between the months of March, April and May every year or the Board shall, by unanimous vote, have the power to change the meeting place and/or date when circumstances warrant such action.

**ARTICLE XVIII**  
**Parliamentary Authority**

*Section 1.* The proceedings of the all meetings of the Alumni Association and the Board shall be governed according to the parliamentary laws as set as forth in Robert's Rules of Order, Revised Edition.

**ARTICLE XIX**  
**Dissolution**

*Section 1.* In the event of dissolution, the assets of the Alumni Association shall be given to the Georgia School for the Deaf, or a similar organization operating exclusively for charitable, educational, and moral welfare of the deaf.