

Article I

Name, Purpose, and Location

Section 1 The name of this organization will be “The Columbus South High School Alumni Association of Ohio”, a.k.a. South High School Alumni Association.

Section 2 The mission of this Association will be:

- To provide scholarships for graduating seniors and/or college students who are currently enrolled and attending a college, university, or trade school and to provide financial support to faculty for the purpose of extending students’ academic and extracurricular experiences;
- To establish common goals and actions in promoting the best interests of the school;
- To preserve the history and all archival materials of South High School, a.k.a. South High School Urban Academy;
- To foster a spirit of loyalty and camaraderie;
- To facilitate the continuation and improvement of members’ contacts with each other and with students of the school.

Section 3 The archives of the Association will be located at South High School or another appropriate facility as determined by the Board of Directors.

Article II

Membership, Members’ Meetings, and Voting

Section 1 The Association will consist of **Active, Inactive, Honorary, and Associate** members.

Section 2 **Active Members** are persons who were students, teachers, administrators, or were employed at South High School and who pay their annual Association dues.

Section 3 **Associate Members** are certificated, classified, and administrative staff currently employed at Columbus South High School. **Associate Members** may not be elected to the Board of Directors. **Associate Members** have all other rights and privileges of **Active Membership**. Associate members will pay dues.

Section 4 **Honorary Members** are those friends, benefactors, and others whose services the Association desires to recognize. **Honorary Membership** will be awarded by a majority vote of the Board of Directors.

Section 5 **Inactive Members** are members who are not current with their dues and have no voting rights

Section 6 There will be an annual meeting of the members of this Association. The date and time will be determined by the Board of Directors. Other meetings of the membership may be called at any time and at any place in Columbus, Ohio by a majority vote of the Board of Directors of the Association, provided members are given fifteen (15) days notice of the time and place of the meeting.

Section 7 Any **Active Member** may vote on all action at the Annual Meeting of the Association.

Section 8 A simple majority of members in attendance and Active Members exercising their proxy will be sufficient to transact business at any membership meeting.

Section 9 The Association's membership/fiscal year is January 1 – December 31.

Article III

Class Representatives, Board of Directors: How Elected and Powers

Section 1 The Association will seek at least one representative from each graduating class. There shall be a maximum of two (2) Class Representatives from each graduating class. The duties of the Class Representatives are to maintain an up-to-date record of their class members and to attend the Annual Meeting of the Association.

Section 2 **Active Members** will elect the Board of Directors, except when a Board member is unable to finish his/her term or resigns. In these cases the President will nominate an **Active Member** to the vacated seat(s). The nominee(s) will be approved or disapproved by vote of the Board of Directors until elected by members at the next scheduled membership meeting.

Section 3 Only **Active Members** are eligible to be elected to the Board of Directors.

Section 4 All activities of the Alumni Association will be guided by and its ordinary powers vested in the Board of Directors, which will consist of twelve (12) members.

Section 5 Each year there will be four people elected to the Board of Directors. Newly elected Directors will serve a three-year term in order to maintain the rotation of terms of office.

Section 6 Each year the Board of Directors may appoint a Nominating Committee from the **Active Membership** to select candidates for vacancies on the Board of Directors.

Section 7 A ballot to elect Directors will be distributed to all **Active Members** annually, not more than sixty (60) days before the date of the Annual Meeting. Each Active Member will be entitled to vote for each vacancy on the ballot for election to the Board of Directors. Ballots will provide for write-in candidates.

Section 8 Directors will be elected at the Annual Meeting. **Active Members** may vote by either returning ballots by mail or by voting in person at the Annual Meeting. The chairperson of the Nominating Committee must receive completed ballots that are mailed at least seven (7) days before the Annual Meeting.

Section 9 There can be nominations from the floor of the Annual Meeting. Directors will take office at the close of the Annual Meeting.

Section 10 Regular meetings of the Board of Directors will be held quarterly. Other meetings of the Board of Directors necessary to conduct the business of the Association may be called by a majority of the Board, seven (7) members, or by the President. Directors must be notified at least three (3) days in advance of a called meeting.

Section 11 Directors must attend three (3) of the regular quarterly meetings and at least 50% of the called meetings. Directors who do not attend 3 of the 4 regular quarterly meetings or 50% of the called meetings may be replaced and not be eligible for reelection the next term.

Section 12 The quorum necessary for transaction of business at any meeting of the Board will be a simple majority. If unable to attend a meeting, Directors may vote on any previously announced matter by mail, or may be represented by proxy.

Section 13 Business of The Columbus South High School Alumni Association of Ohio will be completely transacted by the Board of Directors that has the power to act on behalf of the Association in all matters pertaining thereto.

Article IV

Officers

Section 1 Officers of the Association will be elected annually by the Board of Directors from their own number.

Section 2 The Officers will be President, Vice President, Secretary, Treasurer, and any additional officers deemed necessary by the Board of Directors. No Director may hold more than one office at one time. Vacancies in the offices occurring between meetings of the Board of Directors may be filled by appointment of the President. Officers will be elected for one year.

Section 3 The Duties and Powers of Officers will be as follows:

President:

- The President will be the executive officer of the Association and will preside at all meetings of members and the Board of Directors.
- It will be the President's duty to advise the other officers of their duties and keep informed of the performances of the duties of their particular offices.
- The President will designate work and supervise the functions of all committees and in general direct all functions of the Association.
- Each year the President (or another member of the Board of Directors) will address the graduating class on the organization and functions of the Association.

Vice President:

- The Vice President will assume the powers and duties of the President in the President's absence or inability to serve.

Secretary

- The Secretary will keep proper written minutes of all meetings of the members and of the Board in a permanent file.
- The Secretary will furnish a printed report of the results of all balloting.
- The Secretary will preserve all records of the Association.
- Duties include responding to or initiating correspondence as directed by the President.

Treasurer

- The Treasurer will keep an accurate account of all money in the treasury and make all expenditures that have been duly authorized by the Board of Directors.
 - The Treasurer will make a financial report at each Board and membership meeting, and will file all necessary tax forms and reports as required by law.

Article V

Fiscal Responsibility

Section 1 The Board of Directors must preapprove all expenditures of Association moneys.

Section 2 President and Treasurer will be signers on the checking, savings, and investment accounts.

Section 3 Two signatures will be required on all checks and legal documents. All signers will be bonded.

Section 4 The Treasurer's books will be audited annually.

Article VI

Dues

Section 1 Each graduate, former student, former teacher, former administrator, or former employee of Columbus South High School becomes an **Active Member** of the South High School Alumni Association upon payment of the annual dues. The Board of Directors will determine the amount of annual dues and make provisions for Life Membership.

Section 2 Revenue from dues will be used for operating expenses of the South High School Alumni Association; scholarships; historic preservation; purchase of South High School artifacts; and processing donated South High School artifacts. After meeting these obligations, other use of funds will be determined by the Board of Directors.

Section 3 The Board of Directors may choose to solicit contributions for special projects.

Section 4 All **Honorary Members** will be exempt from all dues.

Article VII

Committees

Section 1 The following standing committees may be appointed:

- Finance Committee – to assist in the collection of dues, assessments, or subscriptions as may be determined by the Board; keep informed of the financial condition of the Association; and prepare an annual budget for the Association. The Treasurer will serve as chairperson of the committee.
- Alumni Affairs Committee - to promote working relationships between the Alumni Association and Columbus South High School and arrange for the Annual Meeting of the Association.
- Scholarship Committee - to solicit applications from students for Alumni Association Scholarships. The committee will select candidates from applications received and present those meeting the criteria for receiving Alumni Association scholarship grants to the Board of Directors for final decision.
- Historic Preservation Committee - to assume responsibility for locating, securing, and preserving artifacts of Columbus South High School and keeping an up-to-date written history of the school and its alumni.
- Membership Committee - to maintain an up-to-date mailing list of all members, assist other committees in collecting dues, and facilitate mailings to Association members.
- Public Relations and Communications Committee - to promote the Alumni Association, alumni, students, and the school. The chairperson will inform the Board of Directors of issues affecting the school and community about which the Association should express its position. The committee will publish alumni newsletters and provide other information about the Association to the media.

Article VIII

Amendments to Bylaws

Section 1 The Board of Directors may propose changes to the Bylaws.

Section 2 Changes in the Bylaws will require the approval of a majority of the members of the Association attending the Annual Meeting and of Active Members exercising their proxy

- In all cases where the reference is made to “the Board,” it is with reference to the Board of Directors of the Columbus South High School Alumni Association of Ohio.
- In all cases where reference is made to “the Association,” it is with reference to the Columbus South High School Alumni Association of Ohio.
- In all cases where reference is made to “members,” it is with reference to active members of the Columbus South High School Alumni Association of Ohio.
- “Majority” is defined as one more than half.
- The term “Committee” may refer to one person.