

Turners Falls High School Alumni Association

**** CONSTITUTION ****

ARTICLE 1. – NAME

The name of TFHS organization shall be Turners Falls High School Alumni Association.

ARTICLE 2. – OBJECTIVE/PURPOSE

The purpose of the TFHS Alumni Association is to promote a sense of community by providing information, opportunities, and connections with its members.

It is our desire to establish a lifelong relationship with alumni and friends, promote interaction with and among alumni, highlight achievements of alumni, and to provide our members with rewarding opportunities to serve TFHS and its students, our future alumni.

ARTICLE 3. – MEMBERSHIP

Regular – Those who have attended Turners Falls High School.

Honorary – Any other person approved by vote of the association at the Annual Meeting.

ARTICLE 4. – OFFICERS

Shall be a president and vice-president (one of whom shall reside in Franklin County) and a treasurer and secretary. These candidates will be regular members of the association. Officers to be chosen at annual meeting. President and vice-president to serve two years, secretary and treasurer to serve one year.

ARTICLE 5. – BOARD OF DIRECTORS

Comprised of not more than 21 members, three-year terms. A minimum of ten which will be regular members. Honorary members shall hold up to seven (not to exceed) seats on the board. Officers are automatic members.

ARTICLE 6. – DUTIES OF OFFICERS

1. The president shall preside at all meetings of the Association, if in attendance, and shall be chair of the Board of Directors. The president shall countersign all contracts and instruments in writing, requiring the approval of the Association or Board of Directors.
2. The vice-president shall act in all capacities as the president, when the latter is not in attendance or his/her signature is not available.
3. The secretary shall conduct the correspondence of the Association and Board of Directors, and keep a record of the membership and all meetings of the Association and Board of Directors.
4. The treasurer shall have custody of all funds and papers relating to the business of the Association except such as are placed in the hands of the secretary, shall disburse such amounts as are duly authorized by vote of the

Association or Board of Directors, and shall obtain two authorized signatures on all orders and checks drawn on the treasury (authorized signatories to include the president, the treasurer and/or secretary).

5. The Board of Directors shall act in all matters pertaining to the business affairs of the Association in the interim between annual meetings of the Association.
6. The Board of Directors shall have custody of all funds held in trust for the benefit of the Association, which may be raised by the Association, and shall determine the method of investment and control of the same. They shall render through the treasurer a full report of such funds, investments, and expenditures to the Association at each annual meeting at some time prior to the election of officers.
7. Any officer or member of the Board of Directors can be relieved of their elected or appointed duties and responsibilities by a two-thirds (2/3) vote of the Board of Directors. In the event of the removal or resignation of an officer or Board member, the Board of Directors has the authority to elect a replacement officer or member to fill the vacant position for the remainder of the term of that office.

ARTICLE 7 – CHANGES TO THE CONSTITUTION

The constitution may be altered or amended by a two-thirds (2/3) vote of the members present at the regular Annual Meeting of the Association provided a written notice of such proposed amendment or alteration shall have been sent to each member of the Association at least ten days prior to the day of such Annual Meeting.

BY-LAWS

ARTICLE 1. – ANNUAL MEETINGS

Five members shall constitute a quorum, failure of which the officers of the previous year shall hold until the succeeding Annual Meeting.

The following order of business shall be observed at the Annual Meeting of the Association:

1. Reading of records of last Annual Meeting
2. Consideration of applications for membership
3. Report of the secretary of the Board of Directors
4. Report of the treasurer of the Board of Directors
 - A. Association funds
 - B. Trust funds
5. Report of committees
6. Election of officers
7. Open forum

8. Remarks by retiring president
9. Remarks by president-elect

ARTICLE 2. – BOARD MEETINGS

The officers of the Association shall act in the corresponding office at meetings of the Board of Directors. Meetings of the Board shall be called either by the president or by written request of not less than four members of the Board. Such meetings shall be held at Turners Falls High School or at an appropriate site within Franklin County, Massachusetts.

ARTICLE 3. – QUORUM

Five members of the Board shall constitute a quorum.

ARTICLE 4. – FISCAL YEAR

The fiscal year of the Association shall begin on the first day of July each year and end on the 30th day of June in the following year.

ARTICLE 5. – AMENDMENTS

These By-Laws may be altered or amended by a majority vote of the members of the Association at any regular Annual Meeting.

ARTICLE 6. – VOTING

Voting privileges extend to all regular members of the Turners Falls High School Alumni Association.