



**ADULT SCHOLARS
LEADERSHIP ALUMNI**

ARTICLE I

Name

The name of this organization shall be the UNCW Adult Scholars Leadership Alumni (ASLA).

ARTICLE II

Objectives

ASLA, diverse and active graduates of the UNCW Adult Scholars Leadership Program, seeks and promotes unique learning and volunteer opportunities that benefit its members, the community and UNCW.

ARTICLE III

Members

Section 1.

All graduates of the UNCW ASLP who have paid current dues shall be eligible for membership. Dues are payable on or before July 1 each year. Members not paying annual dues by September 1 will be dropped from the active member listing. Any former member may be reactivated immediately upon payment of dues for the current year.

Section 2.

The annual dues for membership shall be an amount approved by the ASLA Board by June 30 for the following year. Dues payments and gifts or contributions to ASLA are not deductible as charitable contributions for income tax purposes.

ARTICLE IV

Officers

Section 1.

The officers of ASLA shall be President, Vice President, Secretary, and Treasurer. These officers shall perform the duties prescribed by these by-laws and the parliamentary authority adopted by the ASLA Board.

Section 2.

A Nominating Committee shall be composed of a chairman and two additional Board members all appointed by the President in February. No current officer will serve on the Nominating Committee. The Nominating Committee will recommend a slate at the April Board meeting.

Section 3.

The President, Vice President, Secretary, Treasurer and Newsletter Editor shall be elected by the Board from within its ranks at the May Board meeting to serve a term of one year and shall serve until their successors are installed. When there are two or more candidates for one of these offices, the election shall be by ballot. A President may serve a maximum of two consecutive terms. The term limit does not apply to other officers.

Section 4.

The Board and Officers' term will be from July 1 to June 30 of the following year.

Section 5.

The President shall preside at all meetings including Executive Board meetings. The President may call special meetings of the Board and shall call special Board meetings at the request of a majority of Board members. He/she shall make assignments and re-assignments of the duties and functions of the officers subject to approval of the Board. The President shall designate the chairman and members of all committees. He/she shall serve as ex-officio member of all committees except the Nominating Committee. The President shall submit at the September Board meeting, a recommended budget for the ensuing year for approval by the Board.

Section 6.

The Vice President shall act as general assistant to the President, and in the absence or disability of the President, shall perform the duties of the President.

Section 7.

The Secretary shall maintain all records of the ASLA, take minutes of Board meetings and prepare and distribute them to Board members and send e-mail announcements of the Board meetings.

Section 8.

The Treasurer shall receive all monies of the ASLA and deposit them in a federally insured bank; credit union or federal savings bank, as approved by the Board; and pay all bills sanctioned by the Board. The Treasurer shall make arrangements with the bank for the current President to have signature authority.

The Treasurer shall make a monthly report to the Board showing receipts and expenditures, He/she shall prepare a line item budget in time for the President to submit it to the Board for approval at its September meeting, and for inclusion in the Board meeting minutes. Items that are part of the budget shall include: scholarship, donations, fees for meeting rooms, socials and all business costs such as office supplies, printing and postage.

Section 9.

The Newsletter Editor shall prepare a newsletter to be sent to all active members following each Board meeting and at other times as requested by the Board.

ARTICLE V

Meetings

Section 1.

The ASLA shall hold a monthly General Meeting on the 4th Thursday of each month with the exception of July, August, November and December when no General Meeting will be conducted.

Scheduled meeting times and dates can be changed with Board approval.

Section 2.

The ASLA Board of Directors shall hold a monthly Board Meeting on the 2nd Tuesday of each month except for the months of July, August and December. The President may call for additional meetings on an as needed basis. A majority of Board members shall constitute a quorum at any meeting.

ARTICLE VI

Board

Section 1.

The Board will consist of one representative from each ASLP Class beginning in 2005. Classes prior to 2005 who have two representatives will revert to one when possible by attrition.

The UNCW ASLP director will serve as an ex-officio member of the Board.

Section 2.

Should a class be without representation, the Board shall direct the Newsletter editor to solicit candidates through the newsletter and arrange for a ballot if needed. The election will be held as soon as practical but no later than three months after the opening exists.

Section 3.

The Board shall have authority, by a majority of its membership, to declare any elected office vacant for justifiable cause and fill that vacancy.

Section 4.

When necessary to transact urgent or emergency business, the President shall have authority to conduct a telephone or e-mail canvass of Board members and/or meet with the Executive Committee. The business so transacted shall be recorded in the minutes and reported by the Secretary at the next regular meeting of the Board.

Article VII

Executive Committee

Section 1.

The elected Officers, Newsletter Editor and the immediate past President shall constitute the Executive Committee.

Section 2.

The Executive Committee can have general supervision of the affairs of the ASLA between meetings and can officially act for the Board when deemed necessary by the President. The Executive Committee shall be subject to orders of the ASLA. None of its acts shall conflict with ASLA Bylaws. Any action taken must be confirmed by the Board at the next Board meeting

ARTICLE VIII**Standing Committees****Section 1.**

There shall be an ASLP Planning Committee consisting of a Chair position appointed by UNCW. The Chair position will give monthly status reports to the Board. The purpose of the ASLP Planning Committee shall be to assist UNCW in program planning and the execution thereof.

Section 2.

There shall be an ASLA Program Committee composed of four members.

Section 3.

There shall be a Member-to-Member Committee composed of three members.

Section 4.

The ASLA Scholarship Committee shall be composed of four members.

In memory of Bill Childs (Class of 1993) an active and valuable minority member, the ASLA will annually award a full scholarship to a minority participant in the ASLP. When funds are available, a second scholarship may be awarded. The Scholarship Committee shall present a list of candidates to the Board for its approval. These awards are made to honor Bill Childs and to encourage diversity in the ASLP. Financial contributions to these scholarships may be made directly to the ALSA treasury. The UNCW coordinator will insure that two places in each ALSP class will be reserved for these scholarship recipients.

Section 5.

A Social and Travel Committee shall be composed of up to six members. The President shall designate the chairperson.

Section 6.

A Volunteer Coordination Committee shall be composed of two members. All volunteer opportunities require Board approval. The President shall designate the chairperson.

Section 7.

Such other committees, standing or special, shall be appointed by the President, with approval by the Board, as shall be deemed necessary to carry on the work of the ASLA.

Section 8.

Inasmuch as the various committees are concerned, it would be appropriate for the Board to allow alumni not on the board, but nonetheless members of good standing, to serve on committees. The Committee chairs will be Board members.

ARTICLE IX**Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the ASLA in all cases to which they are applicable and in which they are not inconsistent with any special rules of order the ASLA may adopt.

ARTICLE X**Amendment of By-laws****Section 1.**

Any member of the ASLA Board may initiate proposed amendments to these Bylaws. Such proposals will be voted on during the meeting following their presentation.

ARTICLE XI**General****Section 1.**

Members are cautioned not to imply approval of any ASLA program or project by UNCW unless it has written approval from the UNCW Division for Public Service and Continuing Studies.