

**BY-LAWS OF**  
**THE DELBARTON PARENTS OF GRADUATES ASSOCIATION**

**ARTICLE I**  
**NAME OF ORGANIZATION**

The name of the organization shall be **THE DELBARTON PARENTS OF GRADUATES ASSOCIATION**, also known as the “**DPGA.**”

**ARTICLE II**  
**LEGAL STANDING**

1. The DPGA is an unincorporated association operating within and as part of the Order of St. Benedict of New Jersey, Inc., which owns and operates Delbarton School.
2. The fiscal year of the DPGA begins on July 1 and ends on June 30.

**ARTICLE III**  
**PURPOSE**

The DPGA has been organized for the following purposes:

1. To foster and enhance ongoing friendships among parents and guardians whose son(s) graduated from Delbarton School (“the School”).
2. To foster and enhance the ongoing connection between parents and guardians of Delbarton graduates and the School.
3. To organize and sponsor social events and activities for DPGA Members in furtherance of the above goals.
4. The DPGA is a social organization and not a fundraising organization. While voluntary donations to the DPGA are welcome, the DPGA will not solicit donations for itself or for

Delbarton School.

5. Notwithstanding # 4 above, at the discretion of the Executive Committee, the DPGA shall be permitted to seek reimbursement from attending members for out of pocket costs incurred in sponsoring particular events or activities (such as a golf outing, a dinner, etc.)

#### **ARTICLE IV** **MEMBERSHIP**

Membership in the organization shall be automatically granted to all parents and guardians whose son(s) graduated from Delbarton School. There shall be no Member Dues.

#### **ARTICLE V** **GOVERNANCE**

##### **1. Moderator.**

- A. The Headmaster of Delbarton School, in consultation with the Abbot of St. Mary's Abbey, shall appoint a member of the Benedictine Community to serve as the Moderator of the DPGA, and shall remove and replace such Moderator as he shall determine.
- B. The Moderator shall be responsible for running all DPGA meetings.
- C. The Moderator shall be a voting member of the Executive Committee.

##### **2. Executive Committee**

- A. All actions taken by the DPGA shall be approved by a majority vote of the Executive Committee.
- B. The Moderator shall nominate a slate of eight (8) Members to serve on the Executive Committee at the General Meeting held each year in accordance with

Article VI.

- C.** The attendance of at least seven (7) Executive Committee Members, which must include the Moderator, shall constitute a quorum for all Executive Committee action.
- D.** In drafting the slate of nominees, the Moderator shall consider nominating any Members who notify him in writing or electronically of his or her desire to serve in that capacity no less than fourteen (14) days before the General Meeting.
- E.** Executive Committee Members shall be elected by a majority vote of Members present at the General Meeting.
- F.** Spouses may serve on the Executive Committee simultaneously.
- G.** Executive Committee Members shall serve for a term of two (2) years, with the exception of the Moderator, who shall serve at the direction of the Delbarton School Headmaster.
- H.** Members shall be permitted to serve no more than three consecutive terms.
- I.** A Delbarton School Advancement staff member shall serve as a nonvoting member of the Executive Committee at all times.
- J.** The Executive Committee shall be permitted to form and appoint Members to serve on sub-committees as deemed necessary to carry out the purposes of the DPGA.
- K.** The Executive Committee shall meet in closed sessions at such times throughout the year as Committee shall determine.

- L. Any vote and/or action required to be taken by the Executive Committee, or by any committees of the Board, may be taken by participation of any Member through the use of a conference telephone, ZOOM or other communication equipment by means of which all persons participating in the meeting can hear each other. Participation in such a meeting in such a manner shall constitute attendance at the meeting.
- M. The Moderator shall designate one Executive Committee Member to serve as Committee Secretary. The Secretary shall be responsible for preparing and distributing minutes for all Committee meetings and such other duties as the Moderator shall determine.

**ARTICLE VI**  
**GENERAL MEETING OF MEMBERS**

1. A annual meeting open to all Members of the DPGA shall be held in on a convenient date as determined by the Executive Committee. Such meeting shall take place after Delbarton School graduation and before the end of the DPGA fiscal year of June 30.
2. Notice of the General Meeting shall be given to all Members no less than Thirty (30) days before the General Meeting.
3. Parents and guardians of the most recent Delbarton School graduating class shall be invited and encouraged to attend the General Meeting.
4. The Moderator shall present the slate of Executive Committee Members to the Membership at the annual meeting and shall conduct an election.
5. Each Member shall be granted one vote.

6. Members must be physically present at the General Meeting in order to vote.
7. Executive Committee members shall be elected by a simple majority vote of the Members at the General Meeting.
8. The Moderator shall certify and announce the winners of the election at the annual General Membership meeting.
9. The Moderator may conduct other DPGA business at the General Member meeting as he shall deem appropriate.
10. In addition to the mandatory annual General Meeting in May/June, the Executive Committee shall be permitted to call a meeting of the general membership at such times throughout the year as the Committee shall deem appropriate.

**ARTICLE VII**  
**EXPENSE PROJECTION AND CALENDAR OF EVENTS**

1. On or before March 31<sup>st</sup> of each year, the Executive Committee shall create and approve a projection of expenses and calendar of events for the next fiscal year.
2. The Moderator shall provide the school Headmaster with a copy of the proposed calendar and a projection of expenses for the coming fiscal year, and shall secure his approval of same.
3. The Executive Committee shall be permitted to amend the projection of expenses and calendar as needed after initial adoption, which amendments shall be subject to approval of the Headmaster.

**ARTICLE VIII**  
**MINUTES**

1. The Moderator shall appoint an Executive Committee Member to record minutes at all meetings, including the General Meeting.
2. As soon as practicable after each meeting, proposed minutes shall be distributed to the Executive Committee Members for review, revision and approval.
3. Once approved by the Executive Committee, the minutes shall be distributed to the Executive Committee membership in a manner as determined by the Executive Committee.

**ARTICLE IX**  
**AMENDMENT OF BY-LAWS**

These By-Laws may be amended, repealed or added to by a two-thirds (2/3) majority vote of the Executive Committee Members. Amendments may be proposed by any Member and shall be voted upon at any Member meeting as determined by the Moderator.