

Sayre School Alumni Association Bylaws

Article 1. Name

The name of the Association is the Sayre School Alumni Association, hereinafter referred to as the Association.

Article 2. Membership

Every person who has attended Sayre School as a member of a class that has graduated shall be deemed a member of the Association or has been granted honorary alumnus status.

Article 3. Authorization

The Sayre School Alumni Association exists at the authorization and pleasure of the Sayre School Board of Trustees. The Association shall operate under the by-laws currently adopted and in force with the approval of the Sayre School Board of Trustees.

Article 4. Purpose

The purposes of the Association are:

To provide a means for alumni to further the mission of Sayre School and serve as ambassadors for the school

To communicate relevant information about the school to members of the Association

To communicate to the school, when appropriate, the views of the Association and its members

To promote alumni engagement in support of the school

To strengthen the bonds of friendship among alumni

Article 5. Management

A Board of Directors will govern the Association. The Board of Directors may implement and exercise all the powers of the Association.

Any member of the Association shall be eligible to be elected to the Board of Directors, except those granted honorary alumnus status.

Any member of the Association may make nominations for election to the Board of Directors. All nominations shall be in writing and must reach the President of the Association fifteen (15) days before the election. All persons nominated shall make known their consent to such election before the election.

Board members are elected from a slate of nominees via paper or electronic ballot by a plurality of votes cast by voting members of the Association. Board members will serve a 3-year term commencing July 1st of the year elected and ending June 30th three years hence. Board members may be elected for three consecutive 3-year terms and will become eligible for additional 3-year terms after a 1-year hiatus.

The Board of Directors shall consist of no fewer than 9 and no more than 12 members.

Article 6. Executive Committee

The Board of Directors will elect an Executive Committee consisting of a President, three Vice Presidents, and a Secretary.

The three Vice Presidents shall be:

Vice President for Social and Engagement Programs

Vice President for Awards and Recognition

Vice President for Philanthropy

Executive Committee members serve a 2-year term beginning July 1st of the year elected and ending June 30th two years hence.

The President shall preside at all meetings of the Association and shall see that all resolutions of the Board of Directors are carried into effect. A Vice President shall, in the absence or disability of the President, be named to preside at meetings and undertake the duties of the President. The Secretary shall record all minutes and votes of the Board of Directors, publish an agenda and proposed minutes of the previous meeting, and perform other duties prescribed by the Board of Directors or the President.

A member of the Executive Committee may resign at any time by delivering written notice to the President. The resignation is effective when the notice is delivered unless a later effective date is specified. The Board of Directors may remove an Executive Committee member by a two-thirds vote of the voting members in office.

Article 7. Ex-Officio Members

The following individuals shall be ex-officio members of the Board of Directors with no power to vote on any matter coming before the Board of Directors:

The Head of School of Sayre School

The Director of Advancement of Sayre School

The Director of Annual Giving and Alumni Engagement of Sayre School

Article 8. Meetings

The Board of Directors shall meet three times per year normally in the fall, winter, and spring, with the spring meeting each year being designated as the annual meeting of the Association. Special meetings may be called at any time by the President or three members of the Board of Directors.

Article 9. Notice of Meetings

Written notice stating the date, time, and place of all meetings shall be delivered to each member of the Board of Directors no less than ten days before the date of the meeting.

Article 10. Meeting Attendance

With appropriate advance notice, the Board of Directors may permit any or all board members to participate in or conduct a regular or special meeting through use of any means of communication by which all board members may simultaneously hear each other during the meeting. A board member participating in a meeting by this means is deemed to be present at a meeting with respect to quorum and attendance.

Article 11. Quorum and Vote

The presence of one-half then in office shall constitute a quorum for the transaction of any business at any meeting of the Board of Directors. The affirmative vote of a majority of the voting directors at a meeting at which a quorum is present is an act of the Board of Directors.

Article 12. Vacancies

A member of the Board of Directors may resign at any time by delivering written notice to the President. Resignations are effective when the notice is delivered unless the notice specifies a later effective date. The Board of Directors may remove any director by a vote of two-thirds of the directors in office. The Board of Directors may elect a member to fill the term of a member who has resigned or been removed. The term of a member elected to fill an unexpired term due to resignation or removal shall be for the balance of the unexpired term. If the Board of Directors expands the number of directors, the newly created membership shall be for a term of three years.

Article 13. Amendment of Bylaws

By a two-thirds vote of the Board of Directors, an amendment to the by-laws may be proposed to the Board of Trustees of Sayre School and will take effect following approval of the Board of Trustees. Written notice of proposed amendments is required no later than the notice of the meeting.