

The Wesleyan Alumni Association By-Laws

Article One

Name

The name of this association shall be *The Wesleyan Alumni Association*.

Article Two

Purpose

The purposes of *The Wesleyan Alumni Association* are:

The Association seeks to advance the mission of Wesleyan School by providing a continuing communication of mutual benefit between Wesleyan School and its alumni; to foster a feeling of identity with Wesleyan School among its alumni; to support and advance the interest of Wesleyan School education in general; as well as promote fellowship among its alumni.

The Wesleyan Alumni Association also seeks to support and advance the interest of Wesleyan School education and to this end encourages alumni to participate in the Alumni Annual Fund, the proceeds of which are used to assist the school in its operation budget and need-based tuition assistance program for deserving students.

Article Three

Membership

Section 1 All graduates or persons, who satisfactorily complete one (1) or more academic years of attendance at Wesleyan School in good standing, may be members of *The Wesleyan Alumni Association*.

Section 2 The Alumni Executive Board (defined in Article Four) and Class Agents have the right to elect to honorary membership in the association, such persons as it may deem worthy of such membership.

Article Four

Officers

Section 1 The Executive Board of this Association shall consist of the following voting members: A President, Vice President for Events and Vice President for Development, and as many officers as are deemed appropriate by the Nominating Committee (defined in Article Four, Section 2) which may include Directors, Committee Chairs and one Ex-officio who is the immediate past President of the Association.

A member of the staff of the Wesleyan Alumni/Advancement Office shall serve as a non-voting member of the Executive Board.

Section 2 During January of each odd numbered year, the President of the Association shall appoint a Nominating Committee consisting of the President, past president, and directors. A member of the Wesleyan Alumni/Development Office shall serve as a non-voting member of the Nominating Committee.

Section 2a Before the Executive Board meetings, in odd numbered years, the Nominating Committee shall meet to develop a list of qualified candidates for the office of the President. At the meeting of the Executive Board, Presidential candidates selected by the Nominating Committee shall be presented, a vote of the Executive Board members present shall be taken, and the new President shall be elected by majority vote of those Executive Board members present and voting.

Section 3 Before the final Executive Board meetings of the academic year, the Nominating Committee, joined by the President Elect, Vice President of Affairs Elect, and Vice President of Development Elect shall meet to determine what officers are needed to serve on the Executive Board for the next academic year. The Nominating Committee shall select candidates for the respective available Executive Board positions from the membership of the Alumni Association.

Section 4 At the final meeting of the Executive Board, the Executive Board candidates selected by the Nominating Committee shall be presented, a vote of the Executive Board members present shall be taken, and the new officers shall be elected by majority vote of those Executive Board members present and voting. The incoming Executive Board will be presented at the final Alumni Association meeting of the year.

Section 5 The President, VP for Events, VP for Development and Ex-Officio of the Executive Board shall serve two-year terms and the remaining members of the Executive Board shall serve one-year terms contemporaneous with the fiscal year of the Association. Members of the Executive Board may serve consecutive one-year terms if elected in accordance with these Bylaws.

Section 6 The President shall preside at all meetings of the Association, so as to carry out its objectives and purposes in the most effective manner. The President shall appoint a member of the board to preside at all times when the President is unavailable, except such person shall not have the authority of the Office of the President. Other officers and his or her duties are as follows:

- The Vice President for Development shall be responsible for organizing and implementing the Wesleyan Alumni Annual Fund.
- The officer(s) in charge of membership shall be responsible for soliciting the Association for members to serve as Class Agents to carry out the responsibilities of their positions. The officer(s) in charge of membership shall also be responsible for recruiting volunteers to work at Alumni Association Annual Fund.
- The Vice President for Events shall be responsible for organizing and implementing any special events that the Executive Board deems appropriate for the Association to sponsor.
- The officer(s) in charge of reunions shall recruit volunteers to plan and implement class reunions and shall host a reunion planning session for reunion year representatives.
- The officer(s) in charge of programs shall secure all speakers for Alumni Association meetings.
- The Director(s) and the Ex-officio shall have no specific job responsibilities other than to attend the Executive Board meetings and to offer their advice and counsel.

In addition to the responsibilities previously prescribed above, the officers shall also carry out such additional duties as may be assigned to them by the President.

A member of the staff of the Wesleyan Alumni/Development Office shall attend all meetings of the Alumni Association and shall be responsible for keeping accurate records of all meetings and proceedings.

Section 7 The President may appoint members of the Association to assist the officers of the Executive Board in the implementation of the board's goals. However, these assistants shall not be members of the Executive Board.

Section 8 Should a member of the Executive Board be unable to complete their term of office, the remaining members of the Executive Board shall elect a member of the Association to serve the remaining term of the departing Executive Board member.

Article Five

Class Delegates

Section 1 The activities of the Alumni Association shall be carried out by the Executive Board and agents from the classes of Alumni (ideally, two agents from each class). The Class Agents shall be selected each year by the officer(s) in charge of membership in consultation with the Assistant Headmaster for External Affairs and Alumni Events Coordinator. Each Class Agent shall serve for a period of two year contemporaneous with the fiscal year of the Association and shall be eligible to succeed them.

Section 2 The responsibilities of each Class Agent shall include the following:

- (1) maintaining communications with members of the class he/she represents;
- (2) keeping an updated record of changes in address of members of the class he/she represents and informing the Alumni Office of any changes;
- (3) attending the Alumni Association meetings, or ensuring that someone attends in his/her place;
- (4) Ensuring that someone from the class he/she represents organizes class reunions and functions in conjunction with the reunion chair.
- (5) reporting to the Alumni Director news relating to the members of the class he/she represents; selecting and coordinating Association members to assist with the annual Wesleyan Alumni Association Annual Fund;
- (6) Selecting and coordinating Association Members as may be needed in order to implement the activities and goals of the class members.
- (7) Recruiting a replacement to succeed him/her as Class Agent when he/she is retiring from such position and from the responsibilities of such position as set forth herein.

Section 3 The Alumni Association shall meet at least two times during a fiscal year of the Association. It may meet more often on calls of the President or Alumni Relations Coordinator. Notice of every Association meeting shall be made to each member of the Executive Board and each Class Agent by the staff of the Alumni/Development Office at least two weeks prior to the date of such meeting.

Section 4 The Alumni Executive Board shall meet at least three times during a fiscal year of the Association. It may meet more often on calls of the President or Alumni Relations Coordinator. Notice of every Executive Board meeting shall be made to each member of the Executive Board by the staff of the Alumni/Development Office at least two weeks prior to the date of such meeting.

Article Six

Fiscal Year

The fiscal year for the Alumni Association shall begin on July 1st and end the following June 30th.

Article Seven

Dues

While there shall be no monetary dues for this Association; the Wesleyan Alumni Association seeks to support and advance the interest of Wesleyan School education and to this end requires alumni, especially those serving as class agents or on the Executive Board, to participate in the Alumni Annual Fund, the proceeds of which are used to assist the school in its need-based tuition assistance program for deserving students.

Article Eight

Amendments

Section 1 These Bylaws may be amended by two-thirds (2/3) vote of the delegates present at any meeting of the Alumni Association.

Executive Board

Section 2 Two-thirds (2/3) of all Executive Board members representing the Alumni Association, constitutes a quorum of the Executive Board members.