

# Metro St. Louis Illini Club

## BY-LAWS

### ARTICLE 1-NAME

The name of the organization shall be the Metro St. Louis Illini Club.

### ARTICLE 2-MISSION

The mission of this club is to:

- Encourage and support the educational purposes of the University of Illinois
- Cultivate friendship and fellowship among the members of the club
- Express loyalty to and promote the welfare of the University of Illinois

The club will be a non-profit organization.

### ARTICLE 3-MEMBERSHIP

All graduates, former students, and friends of the University of Illinois are eligible for membership in this club.

### ARTICLE 4-OFFICERS

#### SECTION 1: OFFICERS

The officers of the club will be: immediate past president, president, vice president, membership and communications officer, treasurer, and secretary. The officers must hold membership in the University of Illinois alumni association.

#### SECTION 2: TERMS

Officers will be elected to a two-year term to coincide with the calendar year.

### ARTICLE 5-DUTIES OF OFFICERS

#### SECTION 1: PRESIDENT

The president will perform duties that generally pertain to the office of president, including any duties specified herein. The president will preside at all meetings of the club, will be the chairperson of the board of directors, ex-officio member of every committee and represent the club to the university and the public.

#### SECTION 2: VICE-PRESIDENT

In the absence or disability of the president or at the request of the president, the vice-president will perform the duties of the president. When the office becomes vacant, the vice-president will act as president until the board of directors confirms election of a new president.

### SECTION 3: MEMBERSHIP AND COMMUNICATIONS OFFICER

The Membership and Communications officer shall be responsible for maintaining the official membership roster and directing all club communications including mailings, email, websites, and telephone calls. The communications officer shall employ the latest communication technology available and be chairperson of the communications committee.

### SECTION 4: TREASURER

The treasurer will supervise all receipts and expenditures and financial arrangements for all of the meetings, programs, and events. The treasurer shall approve payment of or reimbursement of expenses for club events.

### SECTION 5: SECRETARY

The secretary of the club records and distributes the minutes of all meetings in a permanent book or equivalent electronic media of which the secretary shall have custody during the term of office. The secretary must send the minutes of each meeting to the president within 30 days after each meeting.

### SECTION 6: IMMEDIATE PAST PRESIDENT

The immediate past president shall assume this office upon the end of his/her presidential term and remain in this office until a new person is installed as president. The purpose of this office is to facilitate club activities as an advisor or by fulfilling other duties at the request of the club.

## ARTICLE 6-BOARD OF DIRECTORS

SECTION 1: ~~The board of directors will consist of officers and standing committee chairpersons.~~ **The board of directors will consist of officers and standing committee chairpersons and those persons that attend three board meetings during the preceding twelve months. The attendance requirement can be fulfilled by in-person attendance, dial-in participation, or written statement.**

SECTION 2: The board of directors will have full power to fill vacant positions.

SECTION 3: All officers serve at the pleasure of the board of directors.

SECTION 4: The board of directors is responsible for all club income, expenses, and financial obligations.

SECTION 5: The board of directors will meet at least twice a calendar year at a time and place to be determined by the president with the approval of the board of directors. A meeting of the board of directors may be called by the president or by two members of the board.

#### SECTION 6: Quorum

A majority of the active members of the board shall constitute a quorum. An affirmative vote of a majority of the board at a duly convened board meeting is the minimum vote necessary for adoption of any resolution except where otherwise noted herein. Members are considered present if there are any direct communications with the meeting via telephone, email, or other acceptable communication.

#### SECTION 7: Rules of Order

Roberts Rules of Order, latest revised edition, shall determine procedure.

### ARTICLE 7-COMMITTEES

SECTION 1: The president, with approval of the board of directors, will appoint such committees, as many as necessary, to carry out the objectives of the club and to properly administer its affairs.

### ARTICLE 8-MEETINGS

SECTION 1: General meetings of the club will be held at least annually.

### ARTICLE 9-FINANCIAL OPERATIONS

SECTION 1: The fiscal year shall coincide with the calendar year.

SECTION 2: All funds received by the club shall be devoted to the purpose of the club.

SECTION 3: The club may be dissolved upon three fourths (3/4) vote of the board of directors. After such dissolution all non-cash assets shall be liquidated and all cash shall be remitted to the University of Illinois Foundation located in Urbana, Illinois within 30 days.

SECTION 4: The president and treasurer shall have signature authority for club finances. Approval by one of these officers is necessary for amounts up to \$500. Approval by both officers is necessary for amounts greater than this.

### ARTICLE 10-ELECTIONS

SECTION 1: Offices and committee chair responsibilities may be appointed by the board of directors.

SECTION 2: Officers and committee chairpersons will be elected at a meeting to be held in the evening on the 2<sup>nd</sup> Thursday of November. **Note: per Article 12, elections in 2011 will be postponed held at a meeting in December 2011 in place of the 2<sup>nd</sup> Thursday of November.**

#### ARTICLE 11-ADOPTION

The by-laws will be officially adopted by the club upon its approval by a majority vote of the members attending the meeting at which the by-laws are considered and voted upon.

~~The by laws will be revised at the end of the first fiscal year.~~

#### ARTICLE 12-BY-LAW CHANGES

The board of directors may implement immediate changes in the by-laws. These changes must be confirmed by a majority vote of those club members at the next meeting at which the changes are considered and voted upon, provided that such by-laws will not be inconsistent or contradictory to the spirit and intent of the by-laws of the University of Illinois Alumni Association.

#### ARTICLE 13-WORKING PROCEDURES ~~FOR START UP~~

The purpose of this section is to outline **working procedures of the club.** ~~so as to facilitate the start up of the club. It is recommended that this section be amended in December 2011 as appropriate.~~

- The club will not charge membership dues.
- Alumni that currently reside in the greater St. Louis metropolitan area are eligible for membership. Also alumni living in areas without an alumni club are eligible for membership provided they already do not maintain an active alumni membership with another University of Illinois alumni club.
- ~~Standing committees will be outlined in the meeting agenda item "By Laws" presented to the club on April 9, 2011.~~
- ~~Committee chair positions and officer positions will be elected to a term that will expire on December 31, 2011. Subsequent terms should last two years.~~