ARTICLES OF ASSOCIATION
of the
MICHIGAN STATE UNIVERSITY ALUMNI CLUB
of

(Official Club Name)

____________________________________________________________

Article I - NAME

The name of this organization shall be the Michigan State University Alumni Club of (Official Club Name)

This organization is formed as a non-profit corporation, serving as a volunteer alumni club affiliated with the MSU Alumni Association of Michigan State University.

Article II – OBJECTIVES

The objective of the Michigan State University Alumni Club of (Official Club Name) shall be:

(a) To act as an agency for the dissemination of information regarding the Educational advantages of Michigan State University, and

(b) To support the activities of Michigan State University toward the realization of its educational program, in every way possible, including scholarships, and

(c) To unite for social purposes, those persons who are interested in the distinguished record and future progress of Michigan State University.
Article III - MEMBERSHIP

MSUAA membership is open to all individuals, including graduates and former students, faculty and staff members, former faculty and staff members, parents of students, and friends of the University residing in the area of the MSU Alumni Club of (Official Club Name) are eligible for membership.

All dues-paying members and complimentary members of the MSU Alumni Association (National Office) are considered to be members of the MSU Alumni Club of (Official Club Name) All new graduates of Michigan State University receive complimentary one-year memberships in the National organizations and shall be considered members of the MSU Alumni Club of (Official Club Name).

Article IV – BOARD OF DIRECTORS

The governing body of this Club shall be a Board of Directors consisting of (Number) of members. The directors of the Club shall be elected for a term of (   ) year(s).

The terms for members of the Club’s Board of Directors shall be staggered so that each year, (   ) retire from the Board and a like number of new directors are elected to the Board.

The retiring president shall serve as an ex-officio member of the Board of Directors. A director can be a candidate for re-election to the Board of Directors for two full terms following the expiration of his or her (   ) - year term. Between annual elections, the Board of Directors shall, by a majority vote of its members, fill all vacancies on the Board that occur due to resignation, expulsion, or for other reasons. All new terms begin the first day of January.

Article V – OFFICERS

The officers of the Club shall be a president, vice president, secretary, and treasurer. The Board of Directors shall elect the officers of the Club from among its members, at the (date of meeting) meeting. The officers shall serve for a term of (   ) years, beginning the first day of (month) of each year. The treasurer shall be bonded for $ (   ) at the expense of the Club.

Article VI – STANDING COMMITTEES

It shall be the duty of the president, and the other officers of the Club at the beginning of their terms, to review the need for continuing the previous year’s standing committees and the need for additional committees. The president shall appoint all standing committees deemed desirable by the Board of Directors, and his or her appointment to each committee shall be presented to the Board of Directors for their approval, not later than the (time of year) meeting of the board of directors.
Article VII – ELECTIONS

NOMINATION AND ELECTION OF BOARD OF DIRECTORS

1. A Nominating Committee consisting of not less than three, nor more than five members, shall be appointed by the president prior to the ________________ meeting.

2. The Nominating Committee shall present the names of ___________ nominees from the dues paying membership, prior to the _____________ meeting.

3. The Nominating Committee shall have the further duty to select, prior to the annual election of officers prescribed herein, one or more candidates for each office, from among the _______________ members of the Board of Directors. The candidates selected shall be presented to the _____________ meeting of the Board of Directors, for the election of officers as prescribed herein.

4. All members of the Board of Directors of the MSU Alumni Club of (Official Club Name) must be dues paying members in good standing with the MSU Alumni Association of Michigan State University.

Article VIII – MEETINGS

Meetings of the Club shall be called as and when deemed desirable by the Board of Directors. The Board of Directors shall meet each month, except during the months of ___________.

The president of the MSU Alumni Club of (Official Club Name) may call a meeting of the Board of Directors at any time business of the Club may require.

Attendance of directors at each meeting of the Board of Directors is of vital importance to the Club’s program. Attendance at board meetings shall be mandatory and effective. Failure to attend more than three consecutive Club Board Meetings shall be deemed grounds for dismissal from the board of the MSU Alumni Club of (Official Club Name)

Article IX - BY-LAWS

Such by-laws may be adopted from time to time shall be deemed advisable by a majority of the members of the Board of Directors.

Article X – AMENDMENTS

These Articles of Association may be amended by a majority of the members of the Board of Directors.
BY-LAWS

SECTION I. All officers and committees not otherwise provided for, shall be chosen by the governing body of the Club, the Board of Directors, at any regular or special meeting of the Board and in such manner as the meeting may decide.

SECTION II. Meetings of the membership when called by the Board of Directors, shall be held at such hour and such place as the Board of Directors may designate, with proper notice being given to all members.

SECTION III. In addition to the duties imposed by Article Five of the Articles of Association, the secretary shall keep a record of the proceedings of all meetings of the Club; and shall perform such other duties as may from time to time be imposed by the directors.

SECTION IV. It shall be the duty of the treasurer to receive all monies paid to the Club, to disburse money as approved by the Board of Directors, and to provide an annual accounting to the general membership of all financial transactions of the club.

SECTION V. Roberts’ Rules of Order shall govern parliamentary questions in the meetings of the Board of Directors or of the Club membership.

SECTION VI. A current copy of these By-Laws, and any revisions adopted by the board, shall be sent to the MSU Alumni Association in East Lansing.

Authorizing Signatures

__________________________________  __________________________________
President      Date of Adoption

__________________________________
Vice President

__________________________________
Secretary

__________________________________
Treasurer