

CORNELL CLUB OF THE GREATER CAPITAL DISTRICT

CONSTITUTION

ARTICLE I. NAME

This organization shall be known as the Cornell Club of the Greater Capital District (hereinafter referred to as the Club.)

ARTICLE II. PURPOSE

The Club's purpose is to promote the welfare and to extend the influence of Cornell University in the club area. The Club shall provide a forum for the University to conduct its fund-raising efforts, to recruit students, and to foster friendship and sociability of persons who have been connected with Cornell University.

ARTICLE III. MEMBERSHIP

Section 1. Members. Any person who has been a student, instructor, administrator or parent of a student shall be eligible for membership.

Section 2. Spouses. The spouse of any person who is a member under Section 1 shall be eligible for active membership in the Club.

ARTICLE IV. OFFICERS

Section 1. Board of Directors. The officers shall be a President, Vice-President, Secretary and Treasurer. These four officers together with at least six but not more than twelve individuals shall serve as the Board of Directors. The Board shall include the elected officers, the appointed chairs of the standing committees, representatives of the area Cornell Alumni Admissions Ambassadors Network (CAAAN), the Cornell Fund chair and the immediate past President. The Board of Directors shall have the authority to transact all business of the Club and shall fill any vacancies in its membership for the remainder of the term.

Section 2. Tenure. Officers shall be elected at the annual meeting and shall serve until the next annual meeting and until their successors are duly elected.

a. President. The President shall call and preside over Board of Directors' meetings and shall perform other duties pertaining to that office. In consultation with the Board, the President shall appoint the chairpersons of all committees and fill any vacancies in officers and standing committees on the Board. The President shall appoint a Finance committee.

b. Vice-President. The Vice President shall, in the event of the absence,

disability or resignation of the President, perform the duties of the President. The Vice President may serve as the chairperson of a committee.

c. Secretary. The secretary shall send notices and record minutes of the Board of Director's meetings and business meetings of the Club, handle all correspondence of the Club and shall preserve copies of publications and documents of special importance of the Club.

d. Treasurer. The treasurer shall receive and disburse funds of the Club. The treasurer shall maintain the financial records of the Club and shall present a written report at the annual meeting to the Board of Directors. The books shall be audited annually by the Finance Committee.

ARTICLE V. COMMITTEES

The following shall be considered standing committees of the Club: Membership, Program, Nominating, Publicity/Webmaster, Young Alumni, Scholarship/Finance.

ARTICLE VI. MEETINGS

An annual meeting shall be held in the late spring with the date and location to be determined by the President with the consent of the Board of Directors. Notice of the meeting and the slate of officers and list of directors for the next meeting shall be sent to all members at least thirty days prior to the meeting. A majority of those members present shall constitute a quorum.

ARTICLE VII. ELECTIONS

The nominating Committee shall present a slate of officers to be voted on at the annual meeting. Nominations will be accepted from the floor. Officers may serve up to three consecutive years.

ARTICLE VIII. PROCEDURE

The Club shall conduct its meetings in accordance with Robert's Rules of Order revised edition, to the extent that the Constitution and By-laws permit.

ARTICLE IX. ACTIVITIES

The Club shall not carry on any activities not permitted to be carried on by any organization which is exempt from federal income tax under Section 501©(3) of the Internal Revenue Code of 1954.

ARTICLE X. BY-LAWS

The Board of Directors, by majority vote, shall have the power to adopt, change, or amend By-laws as it deems necessary.

ARTICLE XI. AMENDMENT

This constitution may be amended at any regular or special meeting provided:

1. that notice of the proposed amendment, together with a ballot be sent to each member of the Club thirty days prior to the meeting, and
2. That two-thirds of all returns received prior to meeting favor the amendment.

ARTICLE XII. DISSOLUTION

Upon dissolution or other termination of the Club, the assets, after payment of all debts, shall be transferred to any organization which may succeed it as the recognized general alumni organization of Cornell University or to a designated Cornell University fund area.

BY-LAWS

SECTION 1. FISCAL YEAR AND DUES

PARAGRAPH 1. The fiscal year of the Club shall be from July 1 to June 30.

PARAGRAPH 2. The membership dues shall be determined by a majority vote of the Board of Directors. Possible categories include: single, couple, recent graduate and senior.

SECTION 2. COMMITTEES

PARAGRAPH 1. Membership: The membership committee shall seek to enroll all those persons eligible for Club membership. In addition to recruiting new members, the committee shall promote participation in the Club and shall prepare a membership directory for use by the members.

PARAGRAPH 2. Program: The Program Committee shall generate program ideas and plan all events including any necessary arrangements. Authority for specific categories of events may be delegated to sub-chairs. The committee shall plan diverse programs, emphasizing use of Cornell University resources and considering the extensive geographic areas represented by the Club membership.

PARAGRAPH 3. Nominating: The Nominating Committee shall present a slate of officers at each annual meeting.

PARAGRAPH 4. Publicity/Webmaster: The publicity committee shall be responsible designing and updating the website. The publicity committee shall prepare and send notices of any major Club event to the region's media. The

committee may also be responsible for preparation and distribution of a periodic newsletter to Club members.

PARAGRAPH 5. Scholarship: The scholarship committee shall present recommendations for scholarship activities to the Board of Directors. This shall be included with the Finance Committee.

PARAGRAPH 6. Young Alumni: The young alumni committee is responsible for planning and hosting events that meet the needs of the younger alumni in our community.

SECTION 3. BOARD OF DIRECTORS

PARAGRAPH 1. The Board of Directors shall meet at the call of the President or secretary after not less than fourteen days written notice to each Board member. The Club shall hold at least two Board of Directors meetings per year.

PARAGRAPH 2. An Executive Committee composed of the elected officers may conduct business for the Board as necessary.

PARAGRAPH 3. Any member of the Board of Directors who is absent from three successive meetings of the Board, without a valid excuse, shall be asked to resign.

John Brennan, President

Estella Johnson, Secretary

Dorothy Valachovic, Vice President

Rober E. Lynk, Treasurer