Rabun Gap-Nacoochee School
Alumni Association By-Laws

The By-Laws of THE ALUMNI ASSOCIATION OF RABUN GAP-NACOOCHEE SCHOOL

ARTICLE 1: NAME

The name of this organization shall be THE ALUMNI ASSOCIATION OF RABUN GAP-NACOOCHEE SCHOOL ("RGNS," "Rabun Gap," or "the School"), hereafter referred to as the Association.

ARTICLE 2: PURPOSE

The purpose of the Association shall be to advance the interests and promote the welfare of the Rabun Gap-Nacoochee School, its faculty and staff, its students, and its alumni and to foster relations among them.

ARTICLE 3: POLICY

The Association shall be guided by these By-Laws adopted by the body and shall use Robert’s Rules of Order as its guidelines for parliamentary procedure. The Association shall exist and the use of the name of Rabun Gap-Nacoochee School (or any derivative thereof) shall be at the pleasure of the Board of Trustees of the School.

ARTICLE 4: MEMBERSHIP AND VOTING PRIVILEGE

Section 1: Membership

The active membership of the Association shall consist of every student who has attended Rabun Gap-Nacoochee School, or any of its previous incarnations. All former and present faculty, staff and descendants of Farm Families shall be considered honorary members. The Executive Committee may elect such honorary members that they deem proper.

Section 2: Voting Privileges of Members

Only those persons classified as active members of the RGNS Alumni Association shall be entitled to voting privileges and holding office in the Association.

ARTICLE 5: LEADERSHIP OF THE ALUMNI ASSOCIATION

Section 1: Alumni Council

An Alumni Council of up to twenty-five (25) alumni shall be nominated from the active membership to serve a three (3) year term with the opportunity to renew at the end of the third year.

(a). Duties of the Alumni Council

The duties of the Alumni Council are to elect an Executive Committee (see Section 2) from its ranks and to serve as counsel to this Committee. The Council members shall be charged with the recruitment and training of Alumni Council members.

(b). Meetings of the Alumni Council

The Alumni Council shall meet a minimum of twice a year.

Section 2: The Executive Committee

The duties and authority of the Association shall be vested in the Executive Committee. The Executive Committee shall consist of a President, Vice-President, Secretary, and a Treasurer, and an Alumni Trustee (Alumni Representative to the Board of Trustees, see Section 3) to be elected for a three (3) year period or until their successors are elected and installed. A Farm Family representative may be elected from the membership of the Alumni Council to serve as a voting member of the Executive Committee.
(a) Duties of the Executive Committee

1. The duties of the President shall be to preside over all of the meetings of the Association, Alumni Council and Executive Committee, call special meetings, and, with the approval of the Executive Committee, appoint committees and committee chairs.

2. The duties of the Vice-President of the Association shall be the same as the duties of the President when, for any reason, the Vice-President must function in the absence of the President. The Vice-President shall be charged with the responsibility of membership development.

3. The duties of the Secretary of the Association shall be to take and record the minutes of the Association meetings and make them available to all members.

4. The Treasurer shall maintain regular accounts of all financial transactions of the Association which will be open at all times for inspection by any member of the Executive Committee.

(b) Rights of the Executive Committee

The members of the Executive Committee shall have the authority to transact the business of the Association. Only members of the Executive Committee shall have voting privileges.

(c) Meetings of the Executive Committee

The Executive Committee shall meet three (3) times during the School’s fiscal year. Special meetings may be called by the President or by two or more members of the Executive Committee.

(d) Quorum

At any meeting of the Executive committee, a majority of the voting members of the Executive Committee must be present in person or by proxy to constitute a quorum for the transaction of business.

Section 3: Alumni Trustee

(a) Election and Terms

The Alumni Trustee (alumni representative to the RGNS Board of Trustees) shall be nominated and elected by the Alumni Council and approved by the School’s Board of Trustees, and shall be elected for a term of three (3) years.

(b) Duties and Authority

The duties of the Alumni Trustee are to be a Trustee of RGNS (serving on the RGNS Board of Trustees) and a member of the Executive Committee of the Association. The authority of the Alumni Trustee shall be vested in the members of the Executive Committee by these By-Laws and those vested in Trustees by the Constitution and By-Laws of Rabun Gap-Nacoochee School.

Section 4: Vacancy

(a) Resignations

Resignations of Council Members, Officers and Committee Members shall take effect upon acceptance by the Executive Committee.

(b) Removal of Officer

Any Officer or Committee Member may be removed at any time by a resolution adopted by majority of the voting members of the Executive Committee.

(c) Filling of vacancies

In case a vacancy shall occur in any office of the Executive Committee, the vacancy may be filled by a person appointed by the Executive Committee, and in the case of the Alumni Trustee, approval of the School’s Board of
Trustees shall be secured. Persons chosen to fill such vacancies shall hold office (by virtue of appointment) only until the next ballot for the election of Officers. At that time, the person appointed to fill the vacancy must be elected by ballot by the Alumni Council.

ARTICLE 6: MEETINGS OF THE ALUMNI ASSOCIATION

Section 1: Meetings

The Association will have a general meeting during the annual Alumni Weekend for the purpose of receiving the annual report of Officers, Committees, the School Administration, and the transaction of any other business authorized by the By-Laws.

Section 2: Quorum

Twenty-five (25) members of this Association shall constitute a quorum at any regular or special meeting of the Association.

ARTICLE 7: ANNUAL DUES

Dues may be requested from the Alumni Association membership on an annual basis. The Executive Committee may establish procedures for collection of dues and may suggest minimum amounts for member dues. However, all dues shall be voluntary and not a condition for membership or participation in Association activities. Any non-dues contributions to the Association, which are undesignated, shall go into the Association treasury. Undesignated funds shall be used, along with the dues, for the purposes set forth in Article 2. Any designated funds will be spent by the Treasurer on the authority of the Executive Committee for the purposes designated by the donor. In the event a member, or contributor, proposes a contribution for a specific purpose, any solicitation of funds directed to the general membership shall be approved by the Executive Committee of the Alumni Association and the Administration of the School.

ARTICLE 8: AMENDMENTS

These By-Laws or any portion thereof may be amended or repealed by a vote of the membership of the Association by ballot which shall be made available not less than thirty days prior to the start of Alumni Weekend to all members of the Association containing all proposed amendments. Ballots shall be returned by the members of the Association to the Executive Committee in care of the school. No ballot received later than five (5) days prior to the start of the Alumni Weekend shall be counted. The Executive Committee shall tabulate the votes and proposed amendments receiving a plurality of votes will be deemed accepted. The ballot shall state the last valid date for casting a vote. The amendments shall be announced at Alumni Weekend.

ARTICLE 9: INTERPRETATION OF BY-LAWS

The Executive Committee of the Association shall have the authority to interpret and construe these By-Laws.

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