

Constitution of The Ohio State University Alumni Club of Greene County

ARTICLE I - NAME

The name of this organization is The Ohio State University Alumni Club of Greene County (hereafter referred to as the Club).

ARTICLE II - OBJECTIVE

This Club is dedicated to connecting alumni, students and friends in lifelong support of The Ohio State University and each other. The Club is also dedicated to raising funds for the purpose of awarding scholarships to deserving Greene County High School students entering The Ohio State University. The Club will plan and conduct activities which support this fund raising goal and promote the advancement of the interests of The Ohio State University and The Ohio State University Alumni Association, Inc. (hereafter referred to as the 'Association') and to establish closer fellowship among the alumni, friends and former students of The Ohio State University in the area of Greene County.

ARTICLE III – MEMBERSHIP

Those eligible for membership are:

Section 1 All graduates of The Ohio State University.

Section 2 Non-alumni who by their interest in the Club and The Ohio State University are eligible for associate membership.

Section 3 Non-graduate spouses of Club members will be associate members.

Section 4 Associate members are ineligible to hold office, but may serve as committee members.

ARTICLE IV - OFFICERS

Section 1 The officers of this Club shall consist of President, First Vice President, Second Vice President, Secretary, and Treasurer, all of whom must hold membership in the Association.

Section 2 The duties of the officers shall be such as are generally exercised by such officers, and such as may be assigned to them respectively by the Board of Governors from time to time.

ARTICLE V - DUTIES OF OFFICERS

Section 1: President: The President shall preside at all meetings of the Club; serve as the Chairman of the Board of Governors of the Club; and be an ex officio member of all Committees. The President shall become familiar with alumni club resources and shall attend or assign a designee if necessary to attend training workshops.

Section 2: First Vice President: Assist the President as necessary. In the absence or disability of the President, or at his or her request, the First Vice President shall perform the duties of the President. If the office of President becomes vacant, he or she shall become President for the unexpired term. He or she shall be a member of the Board of Governors.

Section 3: Second Vice President: Assist the President and First Vice President as necessary. He or she shall act as the Chairman of the Meetings, Programs and Development Committee. In the absence or disability of the First Vice President, or at his or her request, the Second Vice President shall perform the duties of the First Vice

President. If the office of the President becomes vacant and the First Vice President is unable to act, he or she shall become President. He or she shall be a member of the Board of Governors.

Section 4: Secretary: The Secretary shall have the custody of the names and addresses of the alumni in the area provided by the Association. He or she shall record all changes, notifying the Association of any additions or corrections to the list. The Club shall not release the list for political, commercial or personal purposes. Release of the list shall be made only on approval by the Association; subject to the constitution of the Association. Any person(s) in violation of this policy shall be subject to expulsion from the office by the Board of Directors of The Ohio State University Alumni Association, Inc. The Secretary shall arrange to send out notices of regular or special meetings of the Club and shall send reports of all meetings and activities of the Club to the Association. He or she shall be a member of the Board of Governors.

Section 5: Treasurer: The Treasurer shall supervise all receipts and expenditures of Club funds. He or she shall collect and disburse funds subject to the approval of the Board of Governors. He or she shall be a member of the Board of Governors. The Treasurer shall complete and submit annual financial forms to the Association.

ARTICLE VI - BOARD OF GOVERNORS

Section 1: Board of Governors, all of whom must be members of the Association, shall consist of:

- a. The above- named officers.
- b. The chairpersons of the standing committees as defined in Article VIII.
- c. The immediate past President of the Club.
- d. As many additional members as the Club may choose to elect.
- e. The President/CEO of The Ohio State University Alumni Association or his or her designee as an ex officio member.

Section 2: The Board of Governors shall have full power to fill all vacancies.

Section 3: The Governance of the Club and the direction of its activities shall be vested in the Board of Governors.

Section 4: A meeting of the Board of Governors must be called by the President of the Club upon written request of three members of the Board of Governors.

Section 5: The Board of Governors shall hold at least two meetings a year.

ARTICLE VII - MEETINGS

Section 1: At least one general membership meeting of the Club must be held each year. Failure to comply with this provision shall make the Club charter subject to revocation by the Association.

Section 2: There shall be other meetings each year as the President of the Club, with the approval of the Board of Governors of the Club, deems desirable.

Section 3: The President of the Club must call a meeting upon the written request of five members of the Club. Upon failure of the President to call such a meeting within ten working days of such request, the meeting may be called by any other officer or member of the Board of Governors, or by the five petitioning members. In such instance, the person calling the meeting shall notify the president/CEO of the Association or designee, and he or she shall send due notice of the date, time, place and purpose of the meeting to all members of the Club.

Section 4: Where this constitution fails to provide authority for procedure, Robert's Rules of Order shall be used.

ARTICLE VIII - COMMITTEES

Section 1: The President of the Club shall appoint the following standing committees with the approval of the Board of Governors of the Club:

- a. Meetings, Programs and Development: It shall be the function of this committee to organize the meetings of the Club, and plan programs that support the Club's Goals and Objectives. The committee shall use all means available to obtain adequate publicity for the Club and its programs. The Second Vice President shall act as Chairman of this committee.
- b. Membership: It shall be the duty of this committee to check the names of all those eligible for membership with the Club and to use all means possible to encourage non-members to do their share in furthering the interests of the University by joining the Club. The committee shall strive to maintain an accurate list of the names and addresses of the alumni and former students in the Greene County area. The committee will also encourage membership in The Ohio State University Alumni Association, Inc. whenever possible.
- c. Student Recruitment and Scholarship: The committee shall serve as the communication link between The Ohio State University's Director of Student Recruitment and the Club. The committee shall become familiar with alumni student recruitment resources, Admissions Office brochures, and attend necessary training workshops and update sessions. It shall be the duty of the committee to distribute scholarship applications, literature and entrance forms to local high schools and outstanding students ready for college. The committee shall be responsible for screening and interviewing applicants for Club scholarships and make recommendations for Club scholarship award winners to the Board of Governors of the Club.

Section 2: The President of the Club, with the approval of the Board of Governors, shall appoint such additional committees as in his or her judgment the interests of the Club may require, and may prescribe the duties of such committees. Responsibility of these additional committees will be defined in the Bylaws of the Club.

ARTICLE IX - ELECTIONS

Officers shall be elected by a majority vote each year at the annual membership meeting and shall hold office until their successors have been elected and qualified.

ARTICLE X – BYLAWS

The Club Bylaws may be established at any regular or special meeting of the Club's Board of Governors, a quorum being present, by a two-third vote of all board members present, provided that notice of such proposed bylaw has been mailed to each board member at least ten days before such meeting. No amendment or addition to the Bylaws can be made which is not in harmony with the Club Constitution.

ARTICLE XI - ADOPTION

This constitution shall be officially adopted upon its approval by a majority vote of the members of the Club in attendance at any regular or special meeting of the Club. It shall take effect upon the granting of a charter by the Board of Directors of the Association, authorizing its functioning as an official alumni club of The Ohio State University.

ARTICLE XII - AMENDMENTS

This constitution may be amended by a majority vote of all members present at any duly called meeting of the Club. No amendments shall take effect until duly approved by the Board of Directors of The Ohio State University Alumni Association.

ARTICLE XIII – DISSOLUTION

Upon the dissolution of the Club, all assets will be distributed to The Ohio State University Development Fund, account #602740. Any such assets that cannot be so disposed of shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code or the corresponding section of any future tax code as directed by a Court of Competent Jurisdiction of Greene County.