

**BROKEN ARROW HIGH SCHOOL
ALUMNI ASSOCIATION BYLAWS**

ARTICLE I

NAME

- Section 1: This organization shall be known as the Broken Arrow High School Alumni Association, a non-profit corporation.
- Section 2: All former students of Broken Arrow High School shall be considered alumni and eligible to become members of this Association along with other friends of Broken Arrow High School.

ARTICLE II

PURPOSE

- Section 1: The purpose and object of this Association shall be:
- 1) to provide a means of communication among alumni of all graduated classes of Broken Arrow High School;
 - 2) to create forums, through alumni activities, which will highlight the history of Broken Arrow High School;
 - 3) to recognize the history and achievements of Broken Arrow High School alumni;
 - 4) to support current endeavors of Broken Arrow Public School students through scholarships, and;
 - 5) to support individual graduated classes in their efforts to maintain directories of classmates.

ARTICLE III

MEMBERSHIP AND DUES

- Section 1: Broken Arrow High School Alumni Association (hereinafter referred to as the "Association") recognizes two types of active members: "Graduate" and "Associate".
- Section 2: Any person who is a graduate of Broken Arrow High School may become a Graduate Member of the Association by paying annual membership dues in the amount of the year of graduation. (An example would be \$19.88 for a member of the Class of 1988) Starting August 1, 2023, annual membership dues were moved to \$50 for Black Level, \$150 for Silver Level, or \$400 for Lifetime status in the Black & Gold Level. Anyone who has remained current before August 1 can remain at their graduation year rate, but only at the Black level. All graduate members will have voting rights and are eligible to hold office in the Association for membership in Black, Silver and Black & Gold levels. If both husband and wife are BAHS graduates, only one Lifetime membership will be required per couple.
- Section 3: Black, Silver and Black & Gold levels will have voting rights and may hold office within the Association. Their membership will support the Alumni Association in

their donation and they will receive recognition for supporting the Alumni program.

Section 4: Annual memberships shall be from January 1 to December 31. Dues for persons joining the Association in the last quarter of the year shall be considered payment of the current year and the following calendar year. Membership must be renewed annually unless a Lifetime membership is purchased in the amount of \$400 as of June 1, 2022. Any past Lifetime memberships purchased prior to 2022, will be grandfathered and not required to pay additional dues.

Section 5: There will be no discrimination in the Alumni Association because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and membership.

ARTICLE IV

OFFICERS

Section 1: Officers of this Association shall be a President, Vice-President, Immediate Past President, Secretary, and Treasurer and will be elected to office according to the terms of Article VII. These officers shall be known as the Executive Committee of the Association.

Section 2: The term of office of the above-mentioned officers shall be one year in length, and no elected officer shall serve more than two consecutive terms in the same office.

Section 3: Vacancies occurring in any elected office between normal elections shall be filled by Presidential appointment subject to the confirmation of the Board.

Section 4: The President shall preside at all meetings of the Board of Directors, all regular meetings, and all special meetings of the entire membership and shall prepare an agenda for meetings.

Section 5: The Immediate Past President shall serve as an advisor, as needed, in all organizational activities.

Section 6: The Vice-President shall preside at meetings in the absence of the President and shall maintain records of attendance at meetings.

Section 7: The Secretary shall maintain minutes of meetings and assist in keeping written records of all official acts of the Board of Directors.

Section 8: The Treasurer shall give a report at each Business Meeting of Association funds. The Treasurer will maintain an annual budget, which will be approved by the Board of Directors. The Treasurer will maintain written records of all expenditures and ensure that all expenditures either appear within the Association budget or have been approved by the Board of Directors.

ARTICLE V

MEETINGS

- Section 1: The meetings of the Board of Directors for the consideration of matters pertaining to the Association may be held at the call of the President of the Association.
- Section 2: A minimum of four meetings of the Board of Directors shall be held annually.
- Section 3: Emergency meetings may be called by the President or by a group of four or more members of the Board of Directors.

ARTICLE VI

BOARD OF DIRECTORS

- Section 1: The Board of Directors shall consist of the following persons:
- (1) All officers of the Association as defined in Article IV (President, Immediate Past President, Vice-President, Secretary, and Treasurer)
 - (2) Chairpersons of standing committees as defined in Article VIII.
 - (3) Two at-large members to be appointed by the President.
- Section 2: The Board of Directors shall be the decision-making body of the Association, providing guidance and structure.
- Section 3: A quorum of the Board of Directors shall be one-third of said Board's voting members.
- Section 4: A quorum is necessary to conduct official business of the Board of Directors.

ARTICLE VII

ELECTIONS

- Section 1: A nominating committee (ad hoc) shall be appointed by the Board of Directors and shall present a slate of names in November of each year. The slate of potential nominations shall be presented to the Board of Directors for approval prior to the November business meeting.
- Section 2: Nominations will also be accepted from the floor at the November business meeting.
- Section 3: A ballot with individual resumes will be published to Graduate members.
- Section 4: Election outcomes will be determined by a simple majority of ballots cast. In the event of a tie, the winner shall be determined by the Board of Directors.
- Section 5: New officers will take office during the month of January as at large members and previous members will remain on the board until June.

ARTICLE VIII

COMMITTEES

- Section 1: The Standing Committees shall include the following:
- (1) Public Relations Committee: Activities include gathering and writing news stories and information to be published in the quarterly Association newsletters.
 - (2) Great Graduates Committee: Activities include publicizing a search for and garnering nominations for five Great Graduates and making a final selection of individuals to be recognized at the Broken Arrow Public Schools Foundation Banquet each year.
 - (3) Membership Committee: Activities include soliciting memberships from all alumnae and maintaining records on members. The Membership Committee Chair shall also maintain membership records, send membership documents to new members, and maintain updated records on each member.
 - (4) Scholarship Committee: Activities include setting criteria for selection and making the final selection of deserving students.
 - (5) Program Committee: Activities include scheduling speakers for meetings and organizing the Association calendar.
 - (6) Spirit Booster Committee: Activities include the selection of spirit merchandise and sales of such merchandise to Association members.
 - (7) Ambassadors Committee: Activities include the organization of
 - 1) volunteers in schools and at school-sponsored events; and
 - 2) organization of public relations activities of the Association, such as booths at special community events.
 - (8) Special Events/Social Committee: Activities include organizing special events for the Association.
- Section 2: Membership on committees shall be voluntary and open to all members of the Association.
- Section 3: Chairpersons of each committee shall be selected by consensus of committee members at the first meeting of said committee.
- Section 4: In the event that a chairperson of a standing committee fails to attend two consecutive meetings of said committee and/or the Board of Directors, that chairperson shall give up the chair position. Active members of the committee may then select a new chairperson.
- Section 5: In addition to the Association's standing committees, the President of the Association shall have the authority to create ad hoc committees.

ARTICLE IX

ADMINISTRATION OF ASSOCIATION FUNDS

- Section 1: The Board of Directors shall review the Association's finances at each meeting and will require an annual audit of the Association's finances just prior to the installation of new officers.
- Section 2: All disbursements of funds shall be made by check countersigned by either the Treasurer or the President. Written records of expenditures in the form of receipts or invoices will be maintained by the Treasurer in addition to a record of all banking transactions.
- Section 3: Deposits into the Treasury shall be recorded by written receipts signed by the Treasurer and one other member. The source of revenue shall be recorded with the amount received.
- Section 4: The Association may receive gifts and/or grants of money and other property for the use or benefit of the Association.
- Section 5: Gifts will be utilized as designated by donors, as long as such designation is legal and is one of two funds; scholarships or general. Undesignated gifts of money will be placed in the Association's Treasury.

ARTICLE X

RATIFICATION

- Section 1: These bylaws were implemented and took effect upon approval thereof by a two-thirds vote of the Board of Directors of the Association.

ARTICLE XI

AMENDMENTS

- Section 1: These bylaws may be amended by a two-thirds majority vote at any meeting of the Board of Directors at which a quorum is present.

THESE BYLAWS APPROVED BY TWO-THIRDS VOTE ON THE 14TH DAY OF JULY, 2023.