

YORK CATHOLIC HIGH SCHOOL

ALUMNI ASSOCIATION

BY LAWS

(Adopted July 1, 2018)

ARTICLE 1

I. NAME

The name of this organization shall be the York Catholic High School Alumni Association, hereinafter called the "Association"

II. MISSION STATEMENT

The Association has been established in order to assist in the advancement of York Catholic High School (YCHS) through the united efforts of its alumni as well as foster the continued cordial relations of the YCHS alumni community. The Association generates and maintains the active interest of all YCHS alumni in its' regular business.

The Association will provide the alumni with regular opportunities to assemble and maintain valued relationships through the promotion of alumni events, advancement and athletic events, and religious activities. The Association will assist with the advancement of YCHS and the fulfillment of YCHS's mission, through fundraising and public relations efforts. The Association will always act in accord with the values of the Catholic mission of YCHS.

III. MEMBERSHIP

Membership in the Association is awarded to all graduates of YCHS who are in good standing with the mission and values of the school. Any non-graduate of YCHS, with a majority vote from the Alumni Association Board, may be eligible to become a member of the Alumni Association.

IV. FISCAL YEAR

The Association shall operate on a fiscal year, July 1 to June 30.

ARTICLE II

I. ALUMNI ASSOCIATION BOARD

The Alumni Association Board shall consist of five (5) Executive Board officers and no more than twenty (20) members. The Principal and Advancement Director will be ex-officio members.

II. DUTIES OF THE BOARD

The Alumni Association Board is the leadership board of the YCHS Alumni Association. The Alumni Association exists and operates within the structure and governing of York Catholic High School. The Board shall be comprised of alumni who, by their demonstrated commitment to YCHS, have been selected to represent the entire alumni body.

The Executive Board Members shall be appointed by the YCHS Advancement Director and/or Principal.

The purpose of the Alumni Association Board is to advise the Executive Board and to serve the Association in its' activities.

III. TERM OF ALUMNI ASSOCIATION BOARD

The Executive Board Members, of the Alumni Association Board shall be obligated to serve for two (2) years. Members of the Alumni Association Board may serve consecutive terms.

IV. ALUMNI ASSOCIATION BOARD MEETINGS

The Alumni Association Board shall meet quarterly each fiscal year. Such meetings shall be determined at the beginning of each fiscal year. It shall be the responsibility of the assigned YCHS Alumni Association Secretary to notify each member of the Board and Association.

ARTICLE III

I. OFFICERS OF THE ASSOCIATION

The Executive Officers of the Association shall be President, Vice President, Secretary, Advancement Liaison, and Class Agent Coordinator. These officers shall serve as the Executive Board of the Alumni Association Board.

II. APPOINTMENT OF OFFICERS

All first-term Alumni Association Board Members shall be appointed by the YCHS Advancement Director and/or Principal. Following the first term, the President shall appoint the next President with approval from the Advancement Director and/or Principal.

The appointment of officers shall be selected by the incoming President, after his appointment.

III. DUTIES OF THE OFFICERS

PRESIDENT: The Alumni Association Board President oversees the direction of the Board and works with the Advancement Staff/Principal to identify, recruit, motivate, and involve alumni in all aspects of the Alumni Association.

VICE PRESIDENT: The Alumni Association Board Vice-President serves in place of the President when necessary, works to maintain the structure of the Association and remains in contact with the Board Members to promote and facilitate meetings and events.

SECRETARY: The Alumni Association Board Secretary is responsible for reporting and recording the minutes for all Association meetings. Meeting minutes shall be provided to the Advancement Director and/or Principal within 10 days of Association meeting. The Secretary will remain in contact with the Board to schedule meetings and events.

ADVANCEMENT STAFF LIAISON: The Alumni Association Board Advancement Staff Liaison oversees the partnership between the Alumni Association and the YCHS Advancement Department. He/she shall inform and connect the Association with the school and community events, fundraising and networking opportunities.

CLASS AGENT COORDINATOR: The Class Agent Coordinator organizes the Class Agent Program, which provides the volunteer link between and among classmates, as well as providing the vehicle for soliciting financial support for the school. The Class Agent Coordinator shall also identify, recruit, involve, and manage the class agents. Duties may involve calling potential class agents, mailing letters, helping to solicit funds for Association events. During large campaigns, such as a Capital Campaign, the Class Agent Coordinate will assist in marketing of such materials to the alumni base.

ARTICLE IV

I. ADMENDMENT FOR THE BY LAWS

An amendment of any provision of the By Laws must be adopted by a two-thirds vote of the membership of the Alumni Association Board.