

GETTYSBURG COLLEGE ALUMNI ASSOCIATION BYLAWS

Bylaw I. MEMBERSHIP

- A. A student must successfully complete at least one semester at Gettysburg College to be considered for membership.

Bylaw II. MEETINGS

- A. The Alumni Association
 - 1) Notice for the annual meeting shall be included in the spring reunion weekend communication sent to the entire membership by the Office of Alumni Relations.
- B. The Board
 - 1) The Board shall meet at least three times throughout the year, in addition to the annual meeting of the Alumni Association.
 - 2) Notice of all Board meetings shall be sent from the College at least twenty-one (21) days in advance of the meeting.
 - 3) The order of business shall be set by the President; but shall always include consideration and approval of minutes from the previous meeting, reports from officers, unfinished business, new business, and appropriate reports from the College President or his/her representative.
- C. Executive Committee
 - 1) The time and place of the meeting shall be distributed to the Executive Committee by the College at least five (5) days in advance of the meeting, but such notice may be waived if agreed upon by the members

Bylaw III. GOVERNANCE

- A. Nomination Procedures and Elections
 - 1) Board Members
 - a. The Nominating Committee shall seek diversity in preparing a slate of nominees.
- B. Standing Committee Selection

- 1) There will be no more than eight directors on any one standing committee.
- 2) At the spring Board meeting of each year, all Board members will be asked to forward any requests for new standing committee assignments. The President will make the final appointments.
- 3) Newly elected Directors will indicate their first and second choices for standing committee assignments. The President will make the final appointments.

C. Electronically Conducting the Association's Business (*Approved 1/25/03*)

When the Association must conduct its business electronically, generally because of time constraints for a particular action, the following steps will take place.

- 1) A report with motion or motion with explanation for the motion will be sent by the President, or his/her designate, to the Alumni Board listserv with a request a second of the motion in not less than 48 hours and not later than midnight 7 days after the posting.
- 2) Once a second is received, the President, or his/her designate, will send a message to the Alumni Board listserv that the motion is now seconded and discussion may begin on the motion. The discussion will last not less than 48 hours and not later than midnight 7 days after the posting.
- 3) Once the designated time has passed for discussion, the President, or his/her designate, will announce the vote on the motion. The time for vote will last not less than 48 hours and not later than midnight 7 days after the posting.
- 4) Once the vote is tallied by the President or his/her designate, the result of the vote will be sent to the Alumni Board listserv.
- 5) An announcement of the motion and vote will be recorded in the minutes of the next meeting of the Board of Directors of the Alumni Association.

Bylaw IV. AWARDS

- A. The criteria established for the awards presented by the Board will be maintained by the Office of Alumni Relations.

Bylaw V. ALUMNI SCHOLARSHIP PROGRAM

- A. The criteria established for the Alumni Scholarship Program will be kept by the Office of Alumni Relations.

Bylaw VI. GETTYSBURG FUND

- A. The Gettysburg Fund represents unrestricted gifts to the College used to support the College's ongoing operations as approved by the Board of Trustees.
- B. The Director of Annual Giving, or a designate, may report on the fund's status at each Board meeting and shall discuss new Gettysburg Fund strategies and programs with the Board.
- C. Every Director and all alumni are encouraged to support the Gettysburg Fund on an annual basis to the best of her/his ability.

Bylaw VII. BYLAWS ADOPTION AND AMENDMENT

A. Amendments to the Bylaws

1) Amendments may be proposed by:

- a. The Administration and Awards Committee
- b. A majority vote of the Board at any regular or special meeting thereof
- c. Any member of the Board

2) Amendment Procedure

- a. Proposed amendments may be introduced and acted upon at any meeting of the Board.
- b. Any such Bylaw may be adopted and/or amended by a concurring vote of not less than a majority of the Board present and voting at any Board meeting.

B. Effective Date

- 1) The effective date of these Bylaws shall be Sunday, April 2, 2000.
The revised date of these Bylaws shall be October 17, 2015.

04.02.2000; 10.17.2015