

Nebraska WESLEYAN University Club

Greater Omaha

Bylaws

We, the undersigned residents of the greater Omaha, Nebraska, community have associated ourselves under the following articles of association for the purpose stated below.

Article I

NAME

The name of our organization is Nebraska Wesleyan University Club, Greater Omaha , hereinafter referred to as the Greater Omaha Club.

Article II

PURPOSE

Section 1. The Greater Omaha Club will assist in promoting awareness, understanding, involvement and enthusiasm for Nebraska Wesleyan University in the greater Omaha community. The focus of our efforts will be to:

- Support recruitment of top high school students from the greater Omaha area.
- Expand career preparation and networking strategies for current students.
- Provide networking and socialization opportunities for alumni, parents and friends.
- Support Nebraska Wesleyan's student programs, including business, cultural and athletic events taking place in the greater Omaha area.
- Assist in identifying individuals and corporations to target with fundraising strategies.

Article III

MEMBERS

Section 1. Club Boundaries. The geographical region for the Greater Omaha Club shall include communities within a 50-mile radius of Omaha.

Section 2. Membership. All alumni, parents of current students, parents of alumni and friends in the greater Omaha area shall be eligible for membership.

A. Any individual or couple having paid annual dues as outlined in Article III, Section 3, shall be considered active, voting members of the club.

B. The Nebraska Wesleyan director of alumni or a designated University representative shall be an ex-officio member of the Greater Omaha Club.

Section 3. Membership Dues. The Greater Omaha Club collects annual dues to cover its general operating expenses. Dues are tax deductible but are not considered an annual fund contribution, as they are used exclusively to fund club operating expenses. The annual dues rate for club membership shall be set by the Executive Board and may be modified from time to time.

Section 4. Membership Rights. Members have the right to participate in activities sponsored by the Nebraska Wesleyan Alumni Association and the Greater Omaha Club ; participate in committees as outlined in Art. VI, Sec. 8.; elect representatives to the club's Executive Board; and receive all of the publications of the Association and notices to all general meetings held under the auspices of the Association.

Article IV CLUB MANAGEMENT

Section 1. Executive Board. The management of the club is vested in its Executive Board, which shall be elected by the general membership. The Executive Board will elect its officers:

1. President.
2. Past President/Counselor (if applicable).
3. Vice President/President-Elect.
4. Secretary/Treasurer.
5. Eight at-large members
6. Director of Alumni and Special Programs.

A. The Executive Board reports directly to the Nebraska Wesleyan Director of Alumni and the Alumni Executive Council, and is empowered to develop such programs as necessary to maintain the club. The board is responsible for administering evaluations for each program/activity, and for developing an annual report to be submitted to the Alumni Office/Executive Council.

B. The Executive Board is responsible for assuring that club activities and meetings coincide with the mission, philosophy, core values, goals and policies of Nebraska Wesleyan and the Alumni Association.

Section 2. Officers. These shall be the officers of the club, with the following duties and terms of office.

A. President

1. Serves as the primary liaison to the Alumni Association and Alumni Office.
2. Presides at all club meetings.
3. Represents the club at Alumni Association Executive Council meetings or designates a representative in the event of schedule conflicts.

4. Oversees, provides leadership and delegates responsibilities for all club activities to promote support of the mission of the club, the University and the Alumni Association.
5. The term of office shall be for one year following one year of service as Vice President/President Elect.
6. Appoints committee chairmen with the ratification of the Executive Board.

B. Past President/Counselor

1. Serves a one-year term immediately following a term as President.
2. Provides counsel to the President and Club Executive Board.

C. Vice President/President-Elect

1. Presides at meetings in the President's absence.
2. Coordinates communication about club events through the Nebraska Wesleyan offices of alumni and marketing and communication.
3. Advances to the role of President after term as Vice President.
4. The term of office shall be for one year, with an additional one year as Club President.

D. Secretary/Treasurer

1. Attends meetings, records and files minutes, providing copies to the Alumni Office.
2. Submits planning forms, evaluations and attendance rosters to the Alumni Office.
3. Maintains an accurate chapter file that contains important correspondence, copies of bills, contracts, and a ledger of financial transactions.
4. The term of office shall be for two years.

E. Committee Chairs

1. Committee chairs shall oversee planning, implementing and promoting special club activities or programs as outlined by the club's Executive Board.
2. The term of office shall be for two years.

Section 3. Committees. The Greater Omaha Club may maintain the following committees to help carry out the organization's mission and goals.

- A. **The activities committee** shall be charged with planning and implementing club activities as outlined by the club's Executive Board.
- B. **The nominations, elections and recognition committee** shall be charged with identifying a slate of officer candidates for club Executive Board; coordinating election of officers and planning club recognition activities.
- C. **The membership committee** shall be charged with coordinating communication about club events with current members and identifying and recruiting new members.

Section 4. Official Year. The club's official year for conducting business corresponds with Nebraska Wesleyan's fiscal year, June 1- May 31.

Article V
MEETINGS AND PROCEDURES

Section 1. Meetings.

- A. Executive Board. The Executive Board shall meet monthly to develop an annual club plan and report, and to review the club's progress.
- B. General Membership. Meetings of the general membership may feature speakers from Nebraska Wesleyan on a variety of topics related to the club's purpose, to provide opportunities for socialization and networking, and/or engage the members in an activity that supports Wesleyan's recruitment and/or fund raising efforts.

Section 2. Quorum. A majority of present voting members constitutes a quorum for transaction of business at all meetings.

Section 3. Amendments. The bylaws may be amended by a simple majority vote of the Executive Board, as defined in Art. IV, Section 1, who are entitled to vote by mail or at any properly called meeting of the Executive Board. Proposed changes to the bylaws shall be prepared and distributed to the Board members at least 60 days prior to the date designated for announcing results, or 30 days in advance of a properly called business meeting. The general membership is entitled to submit bylaws amendments for consideration by the Executive Board.

Section 4. Procedure. Robert's Rules of Order, Revised, shall govern proceedings at all Executive Board, committee and general club meetings.

Section 5. Records and Reports. Official records of club meetings and activities shall be maintained by the club's secretary/treasurer, as specified in the Club Handbook.

Article V
ELECTIONS AND APPOINTMENTS

Section. 1. Election of Officers.

- A. Vice President/President Elect. At the beginning of each fiscal year, the Vice President/President-Elect shall be elected by the members of the Executive Board of the Greater Omaha Club, voting a ballot prepared by the Nominations, Elections and Recognition Committee, approved by the Executive Board and the Alumni Office, and distributed by the Nominations committee. The Vice President/President Elect, after one year in office, succeeds to the office of President for one year, and subsequently to the office of Past President for one additional year.
- B. The Secretary/Treasurer. At the beginning of each even-numbered fiscal year, the Secretary/Treasurer shall be elected by the members of the Executive Board of the Greater Omaha Club, voting a ballot prepared by the Nominations, Elections and Recognition Committee, approved by the Executive Board and the Alumni Office, and distributed by the Nominations committee. The term of office is two years.
- C. Committee Chairs. At the beginning of each fiscal year, select Committee Chairs shall be appointed by the President and ratified by the Executive Board of the Greater Omaha

Club, voting a ballot prepared by the Nominations, Elections and Recognition Committee, approved by the Executive Board and the Alumni Office, and distributed by the Nominations committee. The chair of the Nominations, Elections and Recognition committee shall be elected in even-numbered years, and chairs of the Activities and Membership committees shall be elected in odd-numbered years.

Section 2. Resignation and Termination

- A. A club officer may resign his/her post by submitting a letter of resignation to the club's Executive Board.
- B. If and when a club officer fails to fulfill his/her responsibilities as outlined in Art. IV, Sec. 2., the Executive Board shall initiate an inquiry into the nature of and offer assistance in correcting the situation. A club officer may be terminated from office by majority vote of the club's Executive Board.

Section 3. Vacancies and Appointments

- A. Representatives selected to fill vacancies in elected offices or to serve on special club committees shall be appointed by majority vote of the club's Executive Board.
- B. The President-Elect shall fill any unexpired term of the President. In case of vacancy in the office of President-Elect, a replacement shall be elected by the Club's Executive Board at the next properly called meeting of the members following the announcement of vacancy.
- C. In case of vacancy in the offices of Past President, Secretary/Treasurer or Committee Chair, the Executive Board shall appoint an appropriate replacement to fulfill the unexpired term.
- D. If the Secretary/Treasurer or a committee chair is selected as President-Elect during his/her first year of service, a replacement shall be appointed by the Executive Board to fill the remaining year of the committee chairmanship.

Article VI DISSOLUTION

Section 1. Procedure.

- A. If, after careful consideration, research with club members and consultation with the Alumni Office, the Executive Board determines that the organization has neither the interest nor human resources to sustain its activity, it may dissolve the club by a simple majority vote of Board members.
- B. Alternately, a club may be dissolved at the discretion of the Alumni Office when the club leadership has failed to comply with its guidelines as established in the Club Handbook.
- C. In either case, the club's official charter shall be withdrawn, and use of Nebraska Wesleyan's name and logo by club members must cease.

Section 2. Notification. Upon dissolution of the club, all general members shall be notified in writing within 30 days.

Section 3. Club Assets and Files. In the event of dissolution, all club assets become the property of the Nebraska Wesleyan Alumni Office.

These bylaws adopted on July 30, 2001 to superceed bylaws originally adopted on April 3, 2000.

We, the undersigned, agree to abide by the guidelines, policies and procedures, and uphold the values of the University as set forth in the Nebraska Wesleyan University Club, Greater Omaha Handbook and the bylaws outlined herein.

Signatures of founding members.