

LEADERSHIP **BEATRICE**

Alumni Network

CHARTER OF BEATRICE AREA CHAMBER OF COMMERCE -- LEADERSHIP BEATRICE ALUMNI NETWORK --

ARTICLE I

Name

The name of the organization shall be Leadership Beatrice Alumni Network.

ARTICLE II

Purposes

The purposes of this Association shall be:

- To promote and initiate programs that provide with continued education and information focusing on economics, cultural, social and political issues and topics related to Beatrice and surrounding area.
- To provide a social, professional, and informational network.
- To encourage membership support of the LB Alumni Network including but not limited to financial support, recruitment, curriculum, and program development.
- To promote and encourage alumni members to continue expanding as community leaders.
- To connect and engage members with volunteer and leadership opportunities on local, regional and state boards and committees.
- To collaborate and partner with other organizations and institutions which further the mission of LB Alumni Network and its members.

ARTICLE III

Membership

- Membership is limited to anyone who graduated from the Leadership Beatrice Program or any such leadership program from another community/area.
- City and county officials, LB program founders, advisors, and the program coordinator are eligible as distinguished members.

ARTICLE IV

Board of Directors

Section 1. Number and Term. The affairs of the Association shall be managed by a Board of Directors consisting of members in the following order of authority: President, Vice President,

Secretary, Treasurer, Executive At Large, and Chairs of the Standing Committees designated by the President. Term of the directors shall be following the close of the Annual Meeting of the Association in June through the following May, or until successors are elected.

Section 2. Management of Affairs. Except as otherwise expressly provided in this Charter, the Board of Directors shall have the responsibility for management and control of the affairs of the Association.

Section 3. Regular Meetings. Regular meetings of the Board of Directors shall be held at least twice each year at the times and places determined and designated by the Board. The Secretary shall give each director written notice of such meetings.

Section 4. Special Meetings. Special meetings of the Board of Directors may be called by the President on three days' notice by written notice or telephone call to each director and shall be called by the President in a like manner on the written request of three directors.

Section 5. Quorum. A majority of the Board shall constitute a quorum, but a smaller number may adjourn from time to time without further notice until a quorum is secured.

Section 6. Expenses. No expenses shall be reimbursed by any member on behalf of the Association without the approval of the Board of Directors.

ARTICLE V

Executive Officers

Section 1. Officers and Terms. The officers of the Associations shall consist of members in the following order of authority: a President, Vice President (who shall also be the President-elect), Secretary, Treasurer, and Executive At Large (who shall also be the Past President). Officers shall be elected by the members at the Annual Meeting of the Association and shall hold office following the close of the Annual Meeting of the Association in June through the following May, or until successors are elected and qualified. All officers shall be elected from the members of the Association.

Section 2. Nomination. Membership shall nominate a candidate for each office to be filled. Nominations for candidates to fill each vacant office shall be submitted to the secretary by the membership no more than 30 days prior to the annual meeting.

Section 3. Election. The Secretary shall have the responsibility of providing a ballot at the annual meeting. Nominations will be made from the floor at the annual meeting.

Officers shall be elected by a majority of the votes cast at the annual meeting. If a majority does not exist on the first ballot, then the members with the two greatest number of votes shall be considered on the second ballot. Balloting shall continue until one member receives the majority of the votes cast.

Section 4. Vacancies. If any office becomes vacant for any reason, the vacancy shall be filled by the affirmative vote of a majority of the whole Board of Directors, except that the Vice President shall automatically succeed to the office of President in the event that office becomes vacant.

Section 5. Duties.

- a. President. The President shall preside at meetings of the members of the Board of Directors and shall have the responsibility for carrying out the directives of the Board of Directors. The President shall direct the committees in the pursuit of their goals and shall report to the Board of Directors on all Association programs, activities, and transactions. The President, with the approval of the Board of Directors, shall initiate programs and establish goals for the Association.
- b. Vice President (President-elect). The Vice President shall perform such Duties as are delegated by the President and shall become the President in the event that office becomes vacant. The Vice President shall also serve as the President-Elect, and shall perform such other duties in addition to those as Vice President as may be assigned by the President or the Board of Directors. The President-Elect shall automatically succeed to the office of the President at the time all officers take office.
- c. Secretary. The Secretary shall be responsible for the taking, preparation, and preservation of the minutes of meetings of the members and the Board of Directors. The Secretary shall attest documents and perform such other duties as usually pertain to the office of Secretary or as may be assigned by the Board of Directors. Maintain the website and prepare and distribute newsletters.
- d. Treasurer. The Treasurer shall oversee the keeping of accounts of all Monies received and expended for the use of the Association and shall oversee the making of disbursements authorized by the Board of Directors or officers as appropriate. The Treasurer shall oversee the depositing of all sums received by the Association in the depositories approved by the Board of Directors, and shall make a report to the annual meeting or when called upon by the President. At the expiration of his term of office, the Treasurer shall ensure that all books, monies, and other property are properly accounted for to his successor.
- e. Executive At Large. The Executive At Large will be occupied by the Past President unless the President is elected for consecutive terms as President or is otherwise unable to fulfill the obligations of the position. The Executive At Large will serve in an advisory capacity to the President and other members of the Board of Directors.

ARTICLE VI
Committees

Section 1. Standing Committees. There shall be the Standing Committees of the Association as designated by the President. The Standing Committees shall include, but shall not be limited to, the Social Committee, the Community Service Committee, and Leadership Development Committee.

- a. Social Committee Chair. Organize monthly evening socials and secure locations for events. Plan annual holiday party in the winter and BBQ in the summer. Provide relevant event information to alumni members with reasonable advance notice.
- b. Community Service Committee Chair. Receive and review all submitted applications for LBAN volunteer assistance. Make inquiries to obtain additional information as needed. Present at quarterly meetings all applications and updated information received during the preceding quarter. Contact applicants after quarterly meeting to confirm dates and advise of LBAN decision on application. Record community service hours of membership.
- c. Leadership Development Committee Chair. Schedule relevant leadership education programs to be held during each quarterly meeting. Programs can include guest speakers, panel discussions, appropriate videos, etc.. Notify committee of public professional development opportunities in the area. May occasionally set up workshops and seminars for the public.

Section 2. Membership. Membership on the Standing Committees shall be open to any member of the Association.

Section 3. Chair. Nominations will be taken from the membership to fill the chair positions of the Standing Committees and will be voted upon at the annual meeting.

ARTICLE VII

Meetings

Section 1. Annual Meetings. The annual meeting of the members of the Association shall be held at a time and place to be determined by the Board of Directors.

Section 2. Special Meetings. Special meetings of the members may be called at any time by the President, by vote of a majority of the Board of Directors, or by written request of one-third of the members.

Section 3. Notice. Notice of all meetings shall be sent by the Secretary to each member using the communication method deemed most appropriate by the board, not less than Fourteen days prior to annual meetings and not less than three days prior to special meetings.

ARTICLE VIII

Dues

Section 1. Fixed by Board. The annual dues shall be determined by the Board of Directors, but shall be limited to the extent possible to an amount sufficient to cover only the expenses incurred to provide for publications and programs.

Section 2. When Payable. Dues shall be payable upon notification or billing from the Association and, if not paid, shall become delinquent thirty days thereafter. Members whose dues are delinquent shall not be allowed to vote on any Association matters during the subsequent year until the dues are paid. The Board of Directors may take into account a member's ability to pay and may reduce dues for individual members where appropriate.

ARTICLE IX
Amendments

This Charter may be amended, altered, repealed, or added to by a majority vote of the members present at any annual or special meeting of the Association members. Proposed changes shall be sent to members at least ten days prior to the meeting date.

ARTICLE X
Association

Whenever the term “Association” appears in this Charter, reference is made to Leadership Beatrice Alumni Network.