

By-Laws
Of the
Horton High School Alumni Association

Article 1 Purpose

The purpose of this organization shall be:
To provide a structure where the classes of Horton High School can gather and reaffirm the traditions of our school days as set forth in the Articles of Incorporation of the Association.

Article 11 Location of Principal Office

The location of the principal office for this Association for the transacting of business shall be in Pittsboro, N.C.

Article III Ownership of Emblem and Name

The emblem of “the Thunderbolt”, the name “Horton High School Alumni Association”, and the membership list shall be the sole property of the association. No other individual or organization shall use the emblem, organizational name or membership list without the express written permission of the Board of Directors.

Article IV Membership

1. Qualifications- New members must have attended Horton High School between 1935 and 1970 when it ceased to exist as a high school. (If an individual was in the first grade in 1970 they are eligible for membership in the association.)
2. Membership dues shall be \$15.00 annually.
3. Each member, in good standing, shall have one vote regardless of contributions made to the association.
4. A member may vote proxy. Proxy must be in writing.

Article V Meetings

1. Annual meeting- An annual meeting of this Association shall be held in May consisting of the Board of Directors, Executive Board, committee chairs and other interested persons. The purpose of this meeting shall be to elect vacant officers and for the transaction of any other business as may come before the meeting. If the day fixed for the annual meeting shall be a legal holiday such meeting shall be held at a time designated by the Board of Directors.
2. Special meetings- Special meetings of the membership, for any purpose, may be called by the President, a majority of the Board of Directors, or at the written request of 1/3 of the members. (Purpose of the meeting should be stated).
3. Place of the meeting- The Board of Directors may designate any place as the place of meeting for the annual meeting or for any special meetings. If no designation is made the place of the meeting shall be the registered office of the Association in the State of North Carolina.
4. Notice of Meeting- Written or printed notices stating the place, day and hour of the meeting, shall be delivered not less than 30 days and not more than 50 days before the date of the meeting.
5. Quorum- One-third of the members of the Board of Directors and/or Executive Board shall constitute a quorum in person or proxy. No business shall be transacted at any meeting without a quorum.
6. The “Reunion of the Classes” shall be held every two years in the month of August on a specific date and at a specific place approved by the Board of Directors and the Executive Board.

Article VI Horton High School Association Structure

1. Board of Directors

- a. General Powers- The overall business and global planning of this association shall be managed by the Board of Directors.
- b. The number of Directors of the association shall be no less than 9 and not more than 15. The Board shall be composed of initial directors listed in the Articles of Incorporation, past presidents, and other interested members.
- c. The Executive Board President of the association shall act as Secretary to the Board of Directors.
- d. The number of Directors may at any time by a by-law duly adopted by the membership, be increased or decreased by a vote of the majority members at any regular or special meeting if the notice of such meeting contains a statement of the proposal increase or decrease.
- e. Meeting – The Board shall communicate quarterly in person, or by phone, fax, or by e-mail.
- f. Vacancies – Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of a majority of the remaining Directors.
- g. Compensation – By a resolution of the Board of Directors, the Directors may be paid their expenses, if any, for attendance at each meeting of the Board of Directors. No salary shall be paid to any Directors for his/her service.
- h. The association shall have a parliamentarian present at all meetings.

2. Executive Officers

- a. Names- The Executive Officers of this association shall be President, Vice-President, Recording Secretary, Financial Secretary, Secretary II, Treasurer, Treasurer II and Parliamentarian.
- b. Election and term of office- - No term restrictions
- c. Removal – Any officer may be removed from office by the membership whenever in its judgement the best interest of the association would be served thereby, but such removal shall be without prejudice to the person removed.

- d. Vacancies – Vacancies in any office because of death, resignation or otherwise, may be filled by the Board of Directors for the unexpired term.

Article VII Duties of the Executive Officers

1. President

- a. The President shall be the principal executive officer of the association and shall be subject to the control of the Board of Directors.
- b. He/She shall preside at all meetings when present and shall perform all duties incident to the office of the President and other such duties as may be prescribed by the Board of Directors from time to time.
- c. He/she shall act as the Secretary to the Board of Directors.

2. Vice President- The Vice-President shall act in the absence of the President.

3. Recording Secretary – The Recording Secretary shall:

- a. Keep the minutes of meetings.
- b. See that all notices are duly given in accordance with the provisions of these by-laws.
- c. Keep a register of mailing addresses of each member.
- d. In general, perform all duties incident to the office of Secretary.

4. Financial Secretary- The Financial Secretary shall

- a. Provide a written financial report at all meetings and a written consolidated report at every annual meeting.
- b. Maintain complete and accurate records of all monies received and distributed.
- c. Maintain an accurate checkbook.
- d. Write all checks.
- e. Sign all checks along with the Treasurer.

5. Treasurer - If required by the Board of Directors the Treasurer shall give a bond for the faithful discharge of his duties in such sum and with sureties as the Board of Directors shall determine.
 - a. He/she shall have custody of, be responsible, and give an account for all funds of the corporation.
 - b. Receive and give receipts for moneys received and deposit all moneys in the name of the corporation in such financial institutions, as the Board of Directors shall elect.
 - c. He/she shall also be a co-signer for all checks that the **Financial Secretary** has written.
6. Secretary II and Treasurer II shall perform duties as shall be assigned to them by the Secretary or Treasurer respectively or by the President or Board of Directors.
7. Parliamentarian- the Parliamentarian shall see that Robert's Rules of Order will cover any provision not covered by these by-laws.

Article VIII Standing Committees:

1. Finance Committee- The Finance Committee shall work with the **Treasurer and Financial Secretary** to prepare reports and review financial records of the association. (and to insure that all such records of the Association are correct).
2. Fund Raising- The Fund Raising Committee shall be in charge of all fund raising and shall act under the direction of the Executive Board. All funds raised must be reported to the Executive Board Secretary and Treasurer.
3. Site- The Site Committee shall be in charge of securing the site for the Bi Annual event, and/or any event requested by the Executive Board and shall act under the direction of the Executive Board.
4. Scholarship- The Scholarship Committee shall plan and secure all funds for scholarship as advised by the Board of Directors and the Executive Board. All funds raised and dispensed, must be reported to the Executive Board Secretary, Financial Secretary and

Treasurer. Any dispensations must be reviewed and approved by the Executive Board.

5. Nominating Committee- The Nominating Committee shall research and present a slate of names for any and all vacant offices. They should report sixty days prior to the election of the executive board

Article IX Fiscal Year

The fiscal year of the corporation shall began on July 1st and end on June 30th of each year.

Article X Books and records

The Association shall:

1. Maintain correct and complete books and records, including records of all monies received and monies distributed.
2. Maintain minutes of its Board of Directors, Executive Board
3. meetings of the membership. Copies of all board meetings must be kept and forwarded to the Association office.
4. Maintain in this state at its registered office or principal place of business a record of all business transactions.
5. Cause a true statement of its assets and liabilities as of the close of each fiscal year and of the results of its operation, to be made and filed at its registered office or principle place of business within three months after the end of the fiscal year and shall mail a copy or deliver a copy to each member of the corporation as required.

Article XI Amendments

These by-laws may be altered, amended or repealed and the Board of Directors may adopt new by-laws at any regular or special meeting of the Board of Directors, subject to the approval of the membership.

