

## CAVALIER ALUMNI ASSOCIATION MISSION STATEMENT

The purpose of the Cavalier Alumni Association is to:

- Utilize the time, talent, and resources of Cavalier alumni to build a stronger connection to the current and future corps.
- Enhance communication and events for alumni to connect both within and between generations of the Cavalier fraternity.
- Create an ongoing financial legacy that will ensure the long-term stability of The Cavaliers Drum & Bugle Corps

## CAVALIER ALUMNI ASSOCIATION BYLAWS

### ARTICLE I: MEMBERS AND CHAPTERS

A. ELIGIBILITY A former marching member who participated in The Cavaliers Drum and Bugle Corps as a competing member is an alumnus and therefore eligible to be a Cavalier Alumni Association member. If a former member has greater than one year of eligibility to be a marching member of The Cavaliers Drum and Bugle Corps, he cannot be a member of Cavalier Alumni Association.

B. MEMBERSHIP: To be a voting member, a former marching member must have donated funds within the preceding 12 months to The Cavalier Drum and Bugle Corps through the Cavalier Gears Program or the Endowment Fund, and participate regularly in CAA meetings in person or by telephone in the year he wishes to vote.

C. CHAPTERS Each sanctioned Chapter will be named according to the city or region it represents. The Chapter must maintain at least six (6) members. It must hold at least two (2) meetings or events each year. An important activity for Chapters is to emphasize to its membership the importance of participating in the yearly Cavalier Gears Program and/or Endowment Fund.

Criteria for a sanctioned Chapter may change as The Cavalier Alumni Association evolves and the Board of Directors believes changes are necessary and therefore justified.

### ARTICLE II: MEETING OF MEMBERS

A. REGULAR MEETINGS: Members' meetings will be held in January, April, September and November at The Cavaliers' office on pre-determined dates in alignment with the corps' and the corps director's schedule, beginning at 7:00 PM – Central time. The annual meeting will be in January.

B. SPECIAL MEETINGS: The President, Vice President or the Board of Directors may call a special meeting. Such meetings shall be held at the regular meeting place of the association, or possibly a different location designated by the party(s) who called the meeting. If time is of the essence in making a decision, a special Board of Directors' meeting may be held by telephone or internet; any votes made and recorded in such a meeting will be considered valid, and posted as noted below in the Secretary's duties.

C. NOTICE OF MEMBERS' MEETINGS: Written notice stating the location, date and hour of the meeting and, in the case of a special meeting, the purpose for which the meeting is called, shall be emailed to each member, not fewer than five (5) or more than fifteen (15) days prior to the meeting. Announcements may appear in the Green Machine newsletter, The Cavalier Alumni Forum (Splooiie.org) or the Cavalier Alumni Facebook page and shall be considered written notification.

#### ARTICLE III: VOTING

Each voting member shall be entitled to cast one (1) vote for the election of Officers and Directors. Criteria for member voting may change as The Cavalier Alumni Association evolves and situations may necessitate.

#### ARTICLE IV: BOARD OF DIRECTORS

- A. The duties of the Board of Directors shall be to carry out the business of the association.
- B. The Board of Directors shall consist of nine (9)-voting members of the Association and shall be elected by the voting members at the annual meeting.
- C. All members of the Board of Directors will serve until any new Directors, elected at the annual meeting, are qualified to serve.
- D. A majority (five minimum) of the Board of Directors present at a meeting in person or by telephone shall constitute a quorum and that quorum shall be empowered to act.
- E. The membership who participate regularly shall elect a President, Vice President, Secretary and Treasurer from the Board of Directors at the annual meeting each year. These officers shall thereafter continue to serve as members of the Board of Directors in addition to performing their duties as officers.
- F. A majority of the Board of Directors may declare the office of a Director vacant if that Director is adjudged incompetent by a court; is convicted of a crime involving moral turpitude; or fails to accept the office of Director either by a letter of acceptance or by attending a meeting of the Board of Directors within thirty (30) days of notice of election, or has two consecutive unexcused absences from regularly scheduled Board meetings.
- G. Any vacancy occurring on the Board of Directors or among the officers of the association shall be filled by a special election of the voting membership. The Board of Directors shall have the authority to determine the office the newly elected Director shall fill.
- H. If a meeting of just the Board of Directors becomes a necessity, either the President, Secretary or Vice-President may call it. Each Director shall be given at least two (2) days noticing of the time, date and location of the meeting.

#### ARTICLE VI: DUTIES AND POWERS OF THE OFFICERS

The Board of Directors shall manage the affairs of the Association. The officers shall have the following specific functions:

- A. PRESIDENT: The president shall preside at all Board of Directors' and members' meetings and conduct such meetings in accordance with accepted parliamentary procedures. His duties will include signing off on all actions of the membership or Board of Directors.

B. VICE PRESIDENT: The Vice President shall have the power to perform the duties of the President in the president's absence, and will manage such affairs of the Association, as the President shall direct.

C. SECRETARY: The Secretary shall keep an accurate record of all business transacted at the Board of Directors' and members' meetings. The minutes of any regular or special meeting shall be posted on The Cavalier Alumni website within five (5) days of the meeting. He shall also prepare, from the records of the Association, an annual report of its operations to be furnished to the members.

D. TREASURER: The treasurer shall receive and disburse all funds of the Association. He shall deposit all funds in an account or accounts fully covered by Federal Deposit Insurance and keep accurate records of all funds received and disbursed.

He shall have the authority to pay all obligations of the Association not to exceed not to exceed 10% of the Association's current balance on presentation. All such obligations shall be presented to the Board of Directors at its next meeting for final approval.

All obligations in excess of 10% of the Association's current balance and/or obligations which the Treasurer is unwilling to honor shall be submitted to the Board of Directors for approval before payment.

By July 1 of each calendar year the Secretary shall file the annual report required by the Statutes of Illinois, Chapter 32, Section 163a63 with the Secretary of State on the required form.

He shall also furnish any supplementary information required by the Secretary of State and file with other public officials and governmental agencies any other documents and reports necessary for the operation of the Association.

#### ARTICLE VII: LIMITATIONS ON POWERS OF THE BOARD OF DIRECTORS

The Board of Directors shall not have the power to borrow money or to sell, lease, exchange, mortgage, pledge or otherwise dispose of any real estate or substantial part of the assets of the Association; or purchase real estate, without first submitting the matter to a vote of the voting members in accordance with the following procedure.

The Board of Directors shall adopt a resolution recommending such action and directing that it be submitted to a vote of the voting members at an annual or special meeting. The Secretary shall then give written notice that such matter will be presented, at such meeting, within the time limits, set out above, for calling special meetings. At such meeting, authorization of the proposed action will require two-thirds (2/3) of the votes of voting members present including those voting members represented by conference call.

#### ARTICLE VIII: AMENDMENT TO THE BYLAWS

The Board of Directors shall have the authority to amend, alter, or repeal the Bylaws, in a manner not inconsistent with law, except for Article I and Article VII thereof. Article I and Article VII may only be amended by the voting members in an annual or special meeting. The procedure for bringing such an amendment before the membership and adopting such amendment shall be as set forth in Article VII above.