

By Laws

ARTICLE-I-NAME

SECTION 1:

The name of the organization shall be known as the
MERCYHURST PREPARATORY SCHOOL ALUMNI ASSOCIATION.

ARTICLE -II- PURPOSE

SECTION 1:

The purpose of this organization shall be:

- To foster a spirit of unity among the alumni and to promote increased loyalty to Mercyhurst Prep.
- To create and maintain a channel of communication with Mercyhurst Prep regarding the school, its operation and activities.
- To provide a source of input, financial assistance and support in the continued growth of Mercyhurst Preparatory School .

ARTICLE -III- MEMBERSHIP

SECTION 1:

Eligibility for membership in the Alumni Association shall become effective upon graduation from Mercyhurst Prep.

ARTICLE -IV- OFFICERS

SECTION 1:

The officers of the Council shall be Chairperson, Vice Chairperson, Secretary, Special Events Coordinator, and Class Agent.

- CHAIRPERSON: The duties of the Chairperson shall be to preside over general meetings of the membership and over meetings of the Alumni Council; to appoint chairpersons and members of ad hoc committees as well as serve as the official liaison to other organizations in the community.

- VICE CHAIRPERSON: At the conclusion of his/her term as Chairperson, the Vice Chairperson shall assume the office of the Chairperson. The Vice Chairperson shall assume the duties of the Chairperson in the latter's absence. In the event that the office of the Chairperson is vacated, the Vice Chairperson shall assume the office for the duration of the term.

- SECRETARY: The Secretary shall keep the minutes of all the meetings and handle the official correspondence of the Council. He/She shall notify the council members of the regular monthly meetings.

- SPECIAL EVENTS COORDINATOR: The Special Events Coordinator shall organize and carry out functions for the alumni of Mercyhurst Preparatory School . He/She shall act as liaison with the Director of Special Events Coordinator of the school. Such activities shall include the Liturgy/Brunch, Phonathon and others.

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CLASS AGENT COORDINATOR: The class agent coordinator shall organize representatives from each graduating class. These representatives will work with the class agent coordinator to enlist the help of their fellow colleagues for the good of the alumni association of Mercyhurst Preparatory School .

SECTION 2:

Election and term of office

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A slate of officers can volunteer their own name or be presented by the nominating committee to the association. Nominating shall take place in May. Voting by the association shall take place in June. The term of the office shall be two years beginning on July 1. The officers will have the option of serving for a second term.

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Vacancies shall be filled by the Chairperson with the approval of the association, except the office of the vice chairperson. This vacancy shall be filled by the nominating committee.

ARTICLE -V- COMMITTEES

SECTION 1:

AD HOC: Committees shall be based on the number of specific events or functions organized per year, and determined by the association in the regular monthly meetings.

ARTICLE -VI- AMENDMENTS

SECTION 1:

Amendments must be submitted by members to the officers one meeting prior to any meeting at which the amendments will be voted upon. The secretary shall publish such amendments and mail them to all council members prior to the next meeting.

ARTICLE -VII- DISSOLUTION

SECTION 1:

Should the association be dissolved for any reason whatsoever, any balance remaining in the treasury any asset in its possession shall be turned over to Mercyhurst Preparatory School for use at their discretion.