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A Constitution And By-Laws For A Local Alumni & Ex-Student Club

Prairie View A&M College

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A GUIDE FOR WORKING OUT A CONSTITUTION AND BY-LAWS
FOR A LOCAL ALUMNI & EX-STUDENT CLUB

CONSTITUTION

ARTICLE I - NAME

The name of this Club shall be the _____ Local
Prairie View Alumni and Ex-Student Club. It shall be an auxilliary of the
Prairie View Alumni and Ex-Students Association.

ARTICLE II - PURPOSE

The purpose of this Club shall be to foster among its members programs
and activities such as will support and promote a spirit of appreciation and
helpfulness for the effeciency, general welfare and progress of the Prairie
View A & M College.

ARTICLE III - MEMBERSHIP

The membership of this Club shall comprise three kinds: Active, Assoc-
iate and Honorary. These three kinds of membership shall be defined as in the
constitution of the Prairie View Alumni and Ex-Students Association under
Article III.

ARTICLE IV - OFFICERS

The officers of this Club shall be: President, Vice President, Secretary,
Assistant Secretary, Treasurer and Editor. These officers shall be elected
annually by ballot of the financial members. They shall hold offices from the
adjournment of the meeting at which they are elected until their successors
are elected.

ARTICLE V - AMENDMENTS

Amendments to this constitution shall be by two thirds vote of the
financial members of the club, provided a two weeks notice of the proposed
amendment be given the members.

BY - LAWS

ARTICLE I - DUTIES OF OFFICERS

(These may be worked out for each officer)

ARTICLE II - MEETINGS

This Club shall hold regular meetings monthly. Special meetings may be
held subject to the call of the President. (If not monthly at what ever time
agreed upon) Only active members in good standing with the Club shall be per-
mitted to vote.

ARTICLE III - CLUB FEES

Each member of the _____ Local Prairie View
Alumni and Ex-Student Club shall pay an annual fee of \$ _____

Special assessments may be voted by the majority vote of the financial members at regular meeting. All moneys received by the Club shall be paid to the secretary who shall issue receipts for same turn it over to the Treasurer. All moneys belonging to the Club shall require the signature of the President and the Treasurer for disbursement.

ARTICLE IV - PARLIAMENTARY AUTHORITY

Roberts Rules of Order shall be accepted as the official handbook on parliamentary usage.

ARTICLE V - COMMITTEES

The president of this Club shall appoint the following Standing Committee annually:

1. Program Committee
2. Nominating Committee
3. Others

Give the duty of each. Other special committees may be appointed as necessary.

OTHER INFORMATION ABOUT LOCAL CLUB ORGANIZATIONS

(Taken from the By-Laws of the General Association)

LOCAL CLUBS

1. The desire of five or more persons shall constitute a local club.
2. These clubs shall make their own constitution and bylaws, provided they do not conflict with the instrument of the General Association.
3. The local club may elect one delegate for every five active members to the Regional Club.
4. They may raise funds in interest of scholarship or any other worthy project for needy and worthy students.
5. The local clubs through their members are expected to be active in civic interest and general welfare in their communities.
6. They may be formed outside the State and further from Regional Clubs if expedient. These organizations will work under the General Association.
7. Local clubs shall be issued certificates to operate as affiliates of the general association at the discretion of executive council and subject to approval by the Board of Directors.

FEES FOR CERTIFICATES

5 - 10 Members _____	\$1.00	41 - 50 Members _____	\$5.00
11 - 20 Members _____	\$2.00	51 - up Members _____	\$10.00
21 - 40 Members _____	\$4.00		

ORGANIZATION REPORT OF ALUMNI AND FORMER STUDENT CLUB
OF PRAIRIE VIEW A & M COLLEGE

1. Name of Town, Club and County _____

2. Date of organization of club _____

3. Number of members enrolled _____

4. Names of officers:

President _____

Vice President _____

Secretary _____

Asst. Secretary _____

Treasurer _____

Editor _____

5. Dates of meeting: _____
Date of month and day of week

6. Fees received on date of organization \$ _____

7. Remarks _____

8. Membership List: (Use reverse side if necessary)

Name

Address

KINDLY FILL OUT BLANK AND RETURN IMMEDIATELY AFTER ORGANIZATION OF CLUB