

USNA Class of 2003 Bylaws

PURPOSE:

These Bylaws provide for the voluntary participation of members of the Class of 2003, United States Naval Academy (USNA), as an entity, to support the USNA, the USNA Alumni Association (USNA AA), and individual members of the class.

ARTICLE I – MISSION

The mission of the USNA Class of 2003 is to facilitate personal/social interaction and communication efforts among Class members and to support the US Naval Academy through active involvement with the USNA Alumni Association, the USNA Foundation and Naval Academy Leadership.

ARTICLE II – ORGANIZATION

The USNA Class of 2003 is a non-profit organization. It can only exist through volunteer service and financial support from Class members.

1. The Class shall manage business in accordance with the Bylaws through an active Executive Committee.
2. Regional Chapters (North, South, and West) will locally represent the Class of 2003 for the purposes of personal and social interaction. Volunteer/Elected Regional Governors will communicate directly with both the Executive committee and elected Class Officers.

ARTICLE III – LEADERSHIP & MANAGEMENT

The implementation of the mission of the USNA Class of 2003, as delineated in these Bylaws shall be lead and managed by the Class Officers, via an Executive Committee.

1. The Class Officers shall consist of the President, Vice President, Secretary, and Treasurer.
2. The President and Vice President shall appoint the following positions to the Executive Committee:
 - a. Correspondence Secretary
 - b. Reunion Chairman
 - c. Webmaster
 - d. Fund Raising Chairman
 - e. Regional Chapter Governors
3. The Executive Committee may add temporary positions as necessary to support class events and interests.
4. Any and all former Class Officers are entitled to participate as at large Executive Committee members for the explicit purposes of providing past experience and insight to committee discussions and planning.

ARTICLE IV – QUALIFICATIONS AND DUTIES OF THE EXECUTIVE COMMITTEE

1. Members of the Executive Committee shall be active members of the USNA AA.
2. The President shall:
 - a. Be responsible for the leadership of the Class of 2003

- b. Represent the Class in all affairs
 - c. Appoint and empower, with approval of the Executive Committee, other volunteer classmates for specific duties.
- 3. The Vice President shall:
 - a. Act as President in the event of a vacancy of office, or in the incapacity of the President to perform his duties.
 - b. Assemble, update and publish the Class Plan.
- 4. The Secretary shall:
 - a. Keep a record of the proceedings of the Class and Executive Committee meetings
 - b. Be custodian of all records of the Class
 - c. Be responsible for publishing the results from the Annual Meeting of the Class and from Executive Committee meetings in the next issue of *Shipmate* and on the Class webpage.
 - d. Maintain custody of the Class Crest
 - e. Prepare newsletters, as appropriate
- 5. The Treasurer shall:
 - a. Oversee the financial activity of the Class, under the direction of the Executive committee with approval from the Class President.
 - b. Provide a finance report at each Executive Committee meeting
- 6. The Reunion Chairman shall:
 - a. Be responsible for organizing Class Reunions
 - b. Be appointed by the Executive Committee and approved by the Class President at least two years prior to the upcoming class reunion
 - c. Recommend reunion committee members to the Executive Committee
- 7. The Webmaster shall:
 - a. Update the class webpage as required
 - b. Disseminate electronic correspondence to the class as directed by the class officers
 - c. Work in conjunction with the Correspondence Secretary to conduct elections of Class Officers.
- 8. The Correspondence Secretary shall:
 - a. Submit monthly articles to *Shipmate* and the Webmaster
 - b. Work in conjunction with the Webmaster to conduct elections of Class Officers.
- 9. The Fund Raising Chairman shall:
 - a. Solicit funds for major Class projects on behalf of the USNA AA/Foundation
 - b. Have no other monetary responsibilities within the Class structure

ARTICLE V – REGIONAL CHAPTERS

- 1. There may be Regional Chapters as dictated by the geographical distribution of the members of the Class and delineated in the Class Plan.
- 2. Each Regional Chapter shall maintain liaison with the Executive Committee on all matters pertaining to the Class in that region.

3. Regional Chapters may submit request for funds to the Treasurer for Regional Class functions. The Treasurer will forward requests in addition to any financial recommendation to the Class Officers via the Executive Committee.
4. Regional Chapters shall organize themselves as they deem appropriate.

ARTICLE VI – ELECTION OF CLASS OFFICERS

1. Election of the Class Officers shall be held every five (5) years and the result announced during the Class meeting of the associated Reunion.
2. Class Officers shall:
 - a. Be elected by a plurality vote of the responding membership of the Class
 - b. Begin their term at a major reunion
3. The Election Committee shall be comprised of the Corresponding Secretary and the Webmaster. The Election Committee will coordinate the nomination process.
4. Nominations of Class Officers shall be by written petition of 50 members of the Class.
5. The ballot for Class Officers shall contain the names of all nominees in alphabetical order, without distinction as to the method of nomination. A ballot shall be sent to each member of the class (graduate) at least 45 days prior to the Reunion meeting.
6. The ballots shall be returned to the Election Committee no later than 14 days preceding the date set for the Reunion Meeting.
7. The election committee will count the ballots and report the results to the class at the Reunion meeting.
8. In case of a tie vote, the elections shall be decided by the members of the Executive committee, excluding the Class Officers.
9. Election Committee shall retain custody of the ballots for 5 days following the Reunion Meeting and then, unless otherwise directed by the President or the Vice President, shall dispose of them.

ARTICLE VII – VACANCIES AND REMOVAL OF EXECUTIVE COMMITTEE MEMBERS

1. Any executive Committee member shall resign when they feel that they cannot commit the necessary time or effort to the Class to fulfill the duties of their office.
 - a. In the event of the vacancy of the President, the Vice President will become the Class President.
 - b. In the event of the vacancy of the Vice President, the President may choose to raise either the Secretary or the Treasurer to Vice President.
2. Any Executive Committee member may be removed from their position, for cause, by a majority vote of the members of the Executive Committee.
3. In the event of death, resignation, or removal of an officer, a special election to elect a new class officer shall be conducted in accordance with Article VI. Newly elected class officers will serve the remainder of the current term.

ARTICLE VIII – EXECUTIVE COMMITTEE MEETINGS

1. Meetings of the Executive Committee shall be held at such times and places as may be necessary to carry out the duties of that committee, but at least annually.
2. Meetings may be called by the President, the Vice President, and any two or more members of the Executive Committee. The Secretary shall notify members by the most expeditious means.
3. Meetings may be conducted by any means approved by the Executive Committee.

ARTICLE IX – CLASS PLAN

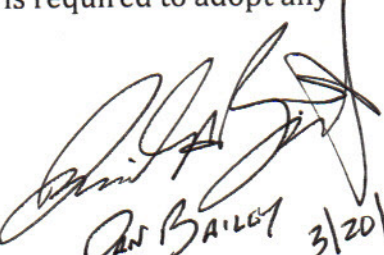
1. The Class Plan will provide the long range vision and intermediate objectives of the Class.
2. The Class Plan is a working document for conducting the day to day business of the Class. It shall be updated as objectives are met or change, and when the environment in which the Class operates so dictates.

ARTICLE X – CLASS FUNDS

1. The funds are maintained, controlled, and accounted for by the Treasurer.
2. Any proposal or motion that may require the raising of additional Class funds must be submitted to and approved by the Executive Committee.
3. Class funds shall be applied solely toward the promotion of the mission of the Class. The Treasurer shall reimburse expenditures made on behalf of the Class from the operating funds in the following manner:
 - a. The Treasurer may allocate any amount less than \$100
 - b. The Class president must approve any amount from \$100 to \$1,000
 - c. The Executive Committee must approve any amount great than \$1,000.
4. In order to preserve, protect and enhance the net worth of the Class' financial assets, the Executive committee will require the Treasurer, on a periodic basis, to review the investments/expenditures of the Class and make recommended changes.
5. A quarterly financial report will be provided for each Class Officer.

ARTICLE XI – AMENDMENTS OF BY LAWS

1. Any member of the Class may submit in writing to the Executive Committee a proposed Amendment to the By Laws. All such proposals must be signed by 100 classmates other than the Executive Committee members.
2. The Executive Committee may draft and vote on amendments to the By Laws as it deems necessary.
3. A majority vote of the Executive Committee is required to adopt any Amendment to the Class By Laws.


Dan Bailey 3/20/2014