



CROWN POINT HIGH SCHOOL Alumni Association

Articles of Incorporation

ARTICLE I: Name

The name of this corporation shall be Crown Point High School Alumni Association.

ARTICLE II: Purpose

This is a non-profit corporation organized solely for general charitable purposes.

ARTICLE III: General & Specific Purposes

- a. Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- b. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

The corporation shall have and exercise all rights and powers conferred on corporations under the laws of the state of Indiana, provided that this corporation is not empowered to engage in any activity which in itself is not in furtherance of its purposes as set forth in sub-paragraph "a" of this Article Three.

No part of net earnings, properties, or assets of this corporation, on dissolution or otherwise shall inure to the benefit of any member or director of this corporation.

- c. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code under

the Crown Point Community Foundation. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (1) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), or (2) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law). No substantial part of the activities of this corporation shall consist of the carrying on of propaganda or otherwise attempting to influence legislation, nor shall this corporation participate in or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office.

ARTICLE IV:
Registered Office & Registered Agent

The registered office for the transaction of the business of the corporation is to be located in Crown Point, Indiana. The initial registered agent is the current President of the Crown Point High School Alumni Association. The registered office for the corporation and the business address of the registered agent is Crown Point High School Alumni Association Inc P.O. Box 240, Crown Point, IN 46308.

ARTICLE V:
Directors

- a. The powers of the corporation shall be exercised, its properties controlled, and its affairs conducted by a board to be known as the board of directors. The number of directors of this corporation shall be set forth in the corporation bylaws.
- b. Each member of the Board shall have one vote each on issues coming before the board.
- c. The directors named herein as the first board of directors shall serve their term as specified in the bylaws of this corporation.
- d. Membership provisions, such as stating the qualifications and rights of the members of each class and the commencing date for term of office shall be set forth in the corporations bylaws.
- e. The Election provisions, such as stating the method and manner of appointing members of the Board of Directors, shall be set forth in the corporation bylaws. The general membership shall be put on notice of said election provisions at least 60 days prior to the election.

PREAMBLE

The Crown Point High School Alumni Association Inc, as organized and defined herein, is represented in all matters and affairs by a Board of Directors. All references to the "Association" in these bylaws shall be deemed to be in the context of such Board representation. The Association may also be known as the "CPHS Alumni Association" or "Association".

ARTICLE I **Identification**

Section 1.1 - Name

The name of this Association shall be the Crown Point High School Alumni Association, Inc. This name can be abbreviated as "CPHS Alumni Association" or "Association".

Section 1.2 – Principal Office and Resident Agent

The post office address of the principal office of the CPHS Alumni Association is P.O. Box 240, Crown Point, IN 46308. The registered agent is the **current President** of the Crown Point High School Alumni Association

Section 1.3 – Fiscal Year

The fiscal year for the Association will begin January 1 and end at the close of business December 31.

ARTICLE II **Intentions**

Section 1 – Purpose

The purpose of the Crown Point High School Alumni Association is to develop and maintain a close relationship between Crown Point Community Schools, its constituents, and its alumni for their mutual benefit. The Association is committed to, and involved in, the support and well-being of Crown Point Community Schools and its alumni.

Section 2 - Objectives

To assist Crown Point School District in communicating with its alumni and in maintaining a dialogue which interprets the goals and objectives of the CPHS Alumni Association to the alumni and, conversely, to convey to Crown Point Community School District, the views, attitudes, and needs of the alumni in seeking to preserve, advocate and promote alumni interests.

The Association is not operated for profit and no profit shall benefit any individual or group of individuals connected with the organization except in consideration for services rendered.

Section 4 – Dissolution

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to the state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE III
Membership

Section 1 - Definition and Classes of Alumni

All persons who have attended Crown Point Community Schools as listed by the registrar are defined as being alumni, and those who have taken part in the educational process at all levels, both faculty and staff alumni are defined as alumni.

Section 2 - Dues and Donations

To become a Full Member of the Association, payment of dues in full is required. Unless approved by the Executive Committee, dues will not be prorated. Dues for active membership are to be determined by the Officers and Board of Directors.

ARTICLE IV
Board of Directors

Section 1 - Organization and Authority

The Association is directed by a volunteer Board of Directors, which acts on behalf of the Association.

Section 2 – Eligibility

Only Full Members, as defined in Article III, Sections 1 and II, shall be eligible to serve in any of the Association's positions.

Section 3 – Board of Directors

The Board of Directors of this Association shall consist of a President, Vice President, Secretary, Treasurer, Retired Teacher and four at large members

Section 4 –Appointment

Members of the current Board of Directors shall appoint the nominees to the incoming Board of Directors in the month of April and shall serve a term of two years

Section 5 - Assumption of Duties

Officers shall assume their official duties beginning June 1 and shall serve a term of two years or until their successors are appointed. At this time, the new officer will receive and sign for all records, books, and other materials pertaining to that office.

Section 6 - Vacancies

Vacancies on the Board of Directors may be filled for the unexpired term by appointment of a 2/3 vote of the Board.

Section 7 - Removal

Any Board member who fails to conduct the duties described in these bylaws may be removed by a 2/3 vote of the Board. Any Board member that has four unexcused absences from the regular business meetings within a twelve month period shall be removed from the office. All excused absences shall be approved by the President.

ARTICLE V **Duties of Officers**

Section 1 – President

The President shall preside at all meetings of the organization and coordinate the work of the officers and committees of the organization in order that the Association objectives may be promoted. The President shall be a member of all committees. The President as well as the Treasurer shall have custody of all funds and the authority to disperse the funds as approved by 2/3 vote of the Board of Directors. The President shall have one vote on the Board of Directors.

Section 2 - Vice President

The Vice President shall act as assistant to the President; perform the duties of the President in the absence or inability of the officer to act. The Vice President shall have one vote on the Board of Directors.

Section 3 - Secretary

The Secretary shall record the minutes of all meetings of the organization and keep a current record of the possession of all records, books, and other materials pertaining to each office. The Secretary shall have one vote on the Board of Directors.

Section 4 - Treasurer

The Treasurer and the President shall have custody of all funds of the organization. The Treasurer shall keep a full and accurate account of receipts and expenditures made by the Association, make disbursements as approved by the Board of Directors and present a financial statement at each meeting of the Association and at other times as requested by the Board. The Board of Directors may have the accounts and books audited annually or upon change of officer by an auditor or an auditing committee selected by the Board, who, satisfied that the annual report is correct, shall sign a statement of that fact at the end of the report. The Treasurer shall have one vote on the Board of Directors.

Section 5 – At-Large Members

At-Large members shall assume responsibilities as delegated by the Board. At-Large members shall each have one vote on the Board of Directors.

Section 6 - Other Duties

All officers shall perform the duties outlined in these bylaws and those assigned from time to time. Upon the expiration of office or in case of resignation or dismissal, each officer shall submit to the Board of Directors within ten (10) days, all records, books, and other materials pertaining to the office.

ARTICLE VI **Meetings**

Section 1 - Annual Meeting

There will be an annual meeting of the CPHS Alumni Association, and conducted during the regular March business meeting

Section 2 - Order of Business

The order of business at the annual meeting shall be:

- a. Call to order
- b. Approval of Minutes
- c. Approval of annual Financial report
- d. Business
- e. Correspondence
- f. Committee Reports
- g. Adjournment

Section 3 - Notice of Meeting

Notice of the annual meeting of the membership shall be made in writing at least thirty days in advance.

ARTICLE VII **Business of the Alumni Association**

Section 1 - Board of Directors Voting

Votes on Alumni Association business shall be by majority and may be taken by proxy as authorized by the Board of Directors.

Section 2 - Committees

The President may create and support committees as it may deem necessary for the promotion of the purpose of the Alumni Association.

ARTICLE VIII **Amendments**

Section 1 - Procedure

The Bylaws of the Association may be altered, amended, or repealed at any meeting of the Board of Directors by a 2/3 vote. A written notice of the proposed amendment(s), with the reasons for them, must be given to each member of the Board at least 30 days in advance of such meeting.

Section 2 - Proposals

Amendments may be proposed by any Association member and must be presented in writing to the President. The text of the proposed amendment(s) shall be reviewed by the Board of Directors and if necessary, a legal consultation as to the effect, if any, of the proposed amendment on the exempt status within the meaning of Section 501(c)(3) of the Internal Revenue Code and the nonprofit status of the Association under the laws of the state of Indiana.

Section 3 - Review

These Bylaws will be reviewed by a committee selected by the Board of Directors every five years.

November 2009.

Revised February 8, 2012

Revised by vote of the Officers and Board of Directors January 30, 2013

Presented to the Board of Directors on July 24, 2014

Revised and accepted by an unanimous vote of the Board of Directors on August 27, 2014

Amendments to the Articles of Incorporation were submitted to the Secretary of State on September 8, 2014.