

**CHEYNEY UNIVERSITY OF PENNSYLVANIA  
NATIONAL ALUMNI ASSOCIATION  
CONSTITUTION**

**ARTICLE I  
NAME OF ORGANIZATION**

**Section 1**

This organization shall be known as the Cheyney University National Alumni Association, Incorporated. The membership shall consist of the members of local chapters, area representatives, and affiliates.

**Section 2**

The authority of the Association shall reside in the members in good standing attending any regular or special meeting of the Association.

**ARTICLE II  
PURPOSE AND AUTHORITY**

**Section 1 PURPOSE**

This association is formed pursuant to the Articles of Incorporation of "The Cheyney State College General Alumni Association" dated August 17, 1970, previously known as the Cheyney State College National Alumni Association. The purposes of the Association as provided therein are as follows:

- A. Unite all members of the Association in activities and actions to support Cheyney University.
- B. Promote the advancement of Cheyney University and higher education by sponsoring educational activities, providing scholarship aid to individuals and support for University programs and facilities.
- C. Promote a harmonious, social and professional relationship between the members of the Association, Local Chapters and Area Representatives.

- D. The Association is organized exclusively for charitable, educational and non-profit purposes and defined by Section 501 (c) (3) of the Internal Revenue Code of 1954, or its successor provision and is not a private foundation as defined by Section 509 (a) of the Internal Revenue Code. More specifically, but without limitation of the foregoing, the purposes of the corporation are to promote the advancement of education by sponsoring, supporting, encouraging, aiding and conducting selective educational activities by the grant of funds, and gifts to the University in support of programs and facilities.

## **Section 2 AUTHORITY**

- A. Authorities of the Association are legislative, executive and judicial.
- B. As the sovereign it has the power to issue charters to local chapters, and other subordinate bodies; and to define their powers or territorial jurisdiction and to supervise and regulate local chapters and other subordinate bodies.
- C. It is empowered to establish, declare, decide and enforce all matters of policy for and on behalf of the Association. Its orders and decisions on all such matters shall be final, binding and conclusive.
- D. When the Association is not in a regular meeting, its executive and legislative powers are vested in the Board of Directors of the Association as hereinafter provided.
- E. The National Board of Directors of the Association may exercise legislative power when, in its opinion, it deems it necessary to conform to or comply with this Constitution, law or when, in its judgment, the exercise of such power is deemed necessary, proper and appropriate. It may exercise this power for the purpose of new legislation or to amend the Constitution of the Association as herein provided.
- F. It shall have the power to take such action as may be necessary, appropriate and proper to preserve the Association as an institution.
- G. In order to promote and conserve the welfare and interest of the Association and its Local Chapters and other subordinate bodies, it shall have the power to take such actions as it may deem beneficial or necessary to carry out the objectives and purposes of the Association.
- H. If an Article, Section or part hereof should be held invalid by operation of law, the remainder of said Constitution shall remain in full force and effect.

## **ARTICLE III MEMBERSHIP**

### **Section 1 MEMBERS**

Every graduate and matriculate of the Institute for Colored Youth, the Cheyney Normal School, the Cheyney Training School for Teachers, the State Teachers College at Cheyney, Pennsylvania, the Cheyney State College and Cheyney University of Pennsylvania (University) whose entering class shall have graduated is eligible for membership in good standing of this Association.

### **Section 2 ASSOCIATE MEMBERS**

Every matriculate of the Institute of Colored Youth, the Cheyney Normal School, the Cheyney Training School for Teachers, the Cheyney State Teachers College at Cheyney and Cheyney University of Pennsylvania (University) whose entering class shall have graduated and each current member of the faculty and staff of the University are eligible for Membership in this Association.

### **Section 3 HONORARY MEMBERS**

An honorary membership shall have no voting rights nor shall they be eligible to hold any office or directorship in the Association. Honorary memberships may be created at the discretion of the National Alumni Association Board of Directors (Board).

### **Section 4 MEMBERS IN GOOD STANDING**

A member shall be in good standing when he/she is current in the payment of all dues, fees and assessments levied by the Association and Local Chapter or other subordinate body, if one is established, and has complied with all the terms and provisions of this Constitution. All members in good standing are entitled to vote.

### **Section 5 TRANSFER**

Any member in good standing may transfer his/her membership from a Local Chapter to another Local Chapter without prior approval. Such transferee must notify the Corresponding Secretary of their intention to the Association within thirty (30) days before said transfer is effective.

## **ARTICLE IV MEETINGS**

### **Section 1 REGULAR MEETING**

There shall be at least two (2) regular meetings of the Association yearly, one in the fall on Homecoming Day, and the other in the spring on Alumni Day. All meetings shall be governed generally by Robert's Rules of Order.

### **Section 2 ANNUAL MEETING**

The annual meeting of the Association shall be held in such place, date and time as may be designated by the National Board of Directors.

### **Section 3 TRANSACTING BUSINESS**

A quorum for the purpose of transacting business of the association shall consist of 10% of members in good standing (in person or by proxy) and entitled to vote.

### **Section 4 SPECIAL MEETINGS**

Special meetings of the members may be called at the discretion of the National President or on the signed petition of 10% of members in good standing (in person or by proxy) and entitled to vote.

### **Section 5 VOTING RIGHTS**

- A. Every member in good standing shall be entitled to cast (1) vote on all issues duly presented.
- B. Proxy voting shall be permitted by written consent of the Board.

### **Section 6 NOTICE OF MEETING**

Notices of all general membership meetings, regular or special, shall be in writing and sent to each member in good standing at least ten (10) days before said meeting.

## **Section 7 ORDER OF BUSINESS**

The order of business at a regular meeting of the Association and membership shall be:

- A. President's opening statement;
- B. Reading of the minutes;
- C. Reports of:
  - National Officers
  - Director of Alumni Relations
  - National Committees
  - Local Chapters
- D. Old business;
- E. New business; and
- F. All other business.

## **ARTICLE V BOARD OF DIRECTORS**

### **Section 1 NATIONAL BOARD**

The National Board of Directors of the Association shall be composed of nine (9) Directors elected from member-in-good-standing of the Association. The Director of the Alumni Relations for the University shall be an ex-officio member of the Board and Association. He/she shall have no vote on matters pending before the Association.

### **Section 2 QUALIFICATIONS**

To qualify as a member of the Board a member must be in good standing as defined by this Constitution for three (3) consecutive years.

### **Section 3 CLASS**

The Board of Directors shall be divided into two classes; Class A shall have five (5) Directors, and Class B shall have four (4) Directors. Class A Directors will be elected in odd years and Class B Directors in even years. Each Director shall have one vote.

#### **Section 4 TERM OF OFFICE**

A Director shall serve a term of two (2) consecutive years from the date of installation. National elections for the position of Director shall be held prior to the regular membership meeting of the Association.

#### **Section 5 INSTALLATION**

The installation of Director(s) shall take place at the end of the December meeting of the Board of Directors.

#### **Section 6 MINUTES**

Minutes of each Board meeting shall be recorded and retained. A copy of all minutes of the Board of Directors meetings shall be made available to each Director, Chapter President, and Area Representative.

#### **Section 7: Regular Meetings**

There will be a minimum of ten (10) regular meetings of the Board of Directors each fiscal year. The President at his/her discretion may call special meetings as required. Directors shall be required to attend all meeting. Any Directors absent from three (3) regular Board of Director meetings, without excuse shall receive written notice and with a majority vote of the board members have his/her position declared vacant.

A majority of the Board of Directors shall be necessary to constitute a quorum for the transaction of business.

#### **Section 8 VACANCIES**

The Board shall have the responsibility of filling a vacancy for a Board Member with consultation of Local Chapters and Area Representatives; the term of the vacancy filled shall be the remainder of the unexpired

## **Section 9 AUTHORITY AND POWERS**

- A. The Board shall have authority and power over the entire executive, legislative and judicial powers of the Association.
- B. It may exercise legislative powers when, in its opinion it deems it necessary to conform or comply with this Constitution or the law or when, in its judgment, the exercise of such power is deemed necessary, proper and appropriate.
- C. It shall have authority and power to establish and promulgate such rules and regulations and committees as, in its opinion, it deems necessary to implement and carry out the intent of any provision of this Constitution.
- D. It shall have the power to interpret the provisions of this Constitution and to review and pass upon interpretations of said Constitution by the President, Director, or a member of the Association.
- E. It shall have the power to issue charters to Local Chapters, or other subordinate bodies, specifying territorial jurisdiction to be allotted, when and where, in its opinion, the issuance of such would tend to accomplish, promote, and enhance the interest of this Association, its chapters and members.
- F. Upon notice and after hearing, it shall have the power to revoke, consolidate or amalgamate the charters of Local Chapters, or other subordinate bodies and to define or to revise their territorial jurisdiction.
- G. It shall have the power to levy dues and other assessments it deems necessary and essential to perform the business of the Association.
- H. It shall have the power and the right to formulate proposals, resolutions, etc., for submission and consideration of a regular meeting of the Association at any time.
- I. It shall have the power to designate the depositories for the funds of the Association and to regulate the method of withdrawal by the Presidents and Treasurer.

- J. The Board of Directors of the Association shall be empowered to make expenditures and payments out of the various funds of the Association that are voted by the Board as proper and necessary to carry out the business of the Association, and/or to fulfill their duties and responsibilities as required by this Constitution.
- K. It shall have the authority to authorize the publication of the official Alumni Newsletter and to issue such other releases, pamphlets, bulletins or manuals, as it may deem necessary.
- L. It shall have the power to take such action, as it may deem necessary to accomplish the purpose, policies, and objectives of the Association.
- M. A decision or order by the Board of Directors of the Association on any matter is final and binding until and unless it is reversed or modified by the Association members.
- N. Any member of a Local Chapter or other subordinate bodies aggrieved by a decision or order of the Board of Directors have the right to request reconsideration of said decision at the next regular meeting of the Association, provided there is adequate notice to the Board before said meeting.

## **ARTICLE VI ASSOCIATION OFFICERS**

### **Section 1 OFFICERS**

The officers of the Association shall be President, Vice-President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer, and an appointed Parliamentarian.

### **Section 2 TERM OF OFFICERS**

The officers shall be elected annually by the Board of Directors following the election of the National Board, and shall hold office for one (1) year or until their successor are elected and qualified. All Board members must be members in good standing for a period of three (3) consecutive years prior to their election.



### **Section 3 DUTIES**

The duties of the Association Officers shall be as follows:

#### **A. President**

1. It shall be the duty of the President to call and preside at all meetings, appoint a parliamentarian and committees, and other duties necessary to comply with the Constitution.
2. The President or a member delegated by the President, shall represent the Association at the commencement exercises of the University and all other occasions where an Association presence is required.
3. The President shall be an ex-officio member of all committees except the Nominating Committee.
4. The President shall direct the nominating committee to prepare slates for presentation at the homecoming meeting for the election of class A officers of the Association. The committee shall prepare ballots, which will include the names of any nominee's already received and blank spaces for write-in names.
5. The President shall appoint a chairperson and members of the nominating committee by February 15th, whose duties shall be to prepare slates of nominees for all Association elections. The committee shall be provided with the most recent mailing list of members in good standing. All members of the nominating committee shall be members in good standing. No member of the Board of Directors may serve on said committee.
6. The President shall be one of the co-signers for the disbursement of all Association monies/funds.

#### **B. Vice President**

1. The Vice President shall automatically assume all responsibilities of the President upon request by the President, or in the event of the latter's absence, or incapacitation because of illness, death, resignation or removal from office.
2. The Vice President shall be one of the co-signers for the disbursement of all Association monies/funds.

3. The Vice President shall be responsible for additional duties at the discretion of the President.

#### **C. Recording Secretary**

The Recording Secretary shall record, report and retain all minutes of the meetings of the Association as well as the minutes of the regular and special meetings of the Board of Directors.

#### **D. Corresponding Secretary**

The Corresponding Secretary shall maintain a current list of all alumni members, and their current addresses. The Corresponding Secretary is responsible for maintaining all correspondence with said membership as directed by the Board President, including notices of all regular and special meetings.

#### **E. Financial Secretary**

1. The Financial Secretary shall keep an accurate account of all monies collected, including dues, receipts, bills, donations, funds from entertainment, assessments, Alumni Annual Giving and the like.
2. The Financial Secretary shall be prepared to render a report of monies received, at the Fall and Spring regular meetings of the Association.
3. The Financial Secretary shall submit all funds received to the treasurer and the treasurer shall give the financial secretary receipt.
4. The Financial Secretary shall furnish a receipt to the donor of Annual Membership dues, fees, assessments, donations, contributions, and the like.
5. It shall be the duty of the Financial Secretary to be an active member of the Budget Committee.

#### **F. Treasurer**

1. The Treasurer shall be the principal financial officer of the Association. The Treasurer shall keep original vouchers and shall not expend, or pay monies without an approved and proper voucher/invoice.
2. The Treasurer shall give a receipt to the Financial Secretary for all monies received.

3. The Treasurer shall co-sign, all checks or money orders drawn on the treasury and shall keep records thereof.
4. The Treasurer shall keep an accurate account of all monies collected and expended.
5. The Treasurer shall be prepared to render a report of all monies received and/or expended, and the balance on hand at each regular meeting of the Board.
6. It shall be the duty of the Treasurer to be an active member of the Budget Committee.

## **ARTICLE VII STANDING COMMITTEES**

The Standing Committees of the Association are: Recruitment; Alumni Annual Giving; Public Relations; Scholarship; Budget; Auditing; Nominating; Membership; Alumni Day/Homecoming Day. A Chairperson of each Committee shall be appointed by the President of the Board for a period of one (1) year and shall serve as an adviser to members of the Board during said period. Standing Committees shall perform those duties specified in this Constitution and other duties as requested by the President after consultation with the Board.

- A. **Recruitment Committee** — Recruitment Committee will perform the following duties:
  1. Cooperate with and assist the University Office of Admissions, Local Chapters and Area Representatives in enhancing the image of the University. The Committee shall encourage students to enroll at the University.
  2. Recommend worthy students to the Scholarship Committee for financial assistance where necessary.
  3. Submit a written progress report to the President and Board not later than two (2) weeks prior to the Board's May and October meetings and at each regularly scheduled Board meeting.
- B. **Alumni Annual Giving Committee** — It shall be the duty of the Committee to:
  1. Develop an annual program to raise funds and encourage, as well as, to show individuals and groups the value of their financial support.

2. Submit a written progress report to the President and Board not later than two (2) Weeks prior to the general membership meetings in the Spring and Fall, and at each regularly scheduled Board meeting.
- C. **Budget Committee** —The Budget Committee is responsible for performing the following:
1. Prepare a budget for each fiscal year.
  2. Submit a budget to the Board for their approval two weeks prior to the regularly scheduled meeting for the Fall of each fiscal year.
  3. Make recommendations to improve the economic status of the Association.
  4. Operate under all current IRS regulations.
  5. Submit a written report at the Fall general membership meeting.
- D. **Auditing Committee** — It shall be the duty of the Auditing Committee to conduct an internal audit of all accounts and properties of the National Alumni Association annually and to present a written report of the findings to the National President of the National Board of Directors at least two (2) weeks prior to the fall meeting.
- E. **Nominating Committee** — It shall be the duty of the Nominating Committee to:
1. Open nominations with an announcement at the Spring, Alumni-Day meeting. The Nominating Committee shall receive all nominations by the second (2nd) Friday in June.
  2. At that time nominations will be closed. The Nominating Committee will submit nominations to the Corresponding Secretary. The Corresponding Secretary shall forward all nominations by mail, to the members who have been verified, by the National Membership Chair, in good standing as of Alumni Day. Nominating Committee shall tally ballots and forward results to the President within 2 weeks. The Nominating Committee shall submit a written report of the results to the Board President two weeks prior to Homecoming. The results of said election will be announced at Homecoming.
  3. Nominations of members, in good standing, as certified by the National Membership Chair and the Treasurer, pursuant to this Constitution, shall be in the form of a ballot. Each ballot shall, in addition to specifying the names and biographical sketches of the nominees for the board, shall provide sufficient writing space for the voter to vote for each nominee, and/or write in candidates.

- F. **Public Relations Committee** — It shall be the duty of the Public Relations Committee to:
1. Publish an Alumni Newsletter or other publication as approved by the board.
  2. Foster positive relations on behalf of the Association.
  3. Submit a written report at the annual meetings and at each regularly scheduled Board meeting.
- G. **Scholarship Committee** — It shall be the duty of the Scholarship Committee to:
1. Determine qualifications and criteria for granting scholarships.
  2. Create an awareness to the general public to develop a pool of potential candidates.
  3. Submit to the board recommendations for recipients.
  4. Submit a written progress report at the Annual meeting and at each regularly scheduled Board Meeting.
- H. **Alumni Day/Homecoming Committee** — It shall be the duty of the Alumni Day/Homecoming committee to:
1. Assist the University and Alumni Relations Office in the development and implementation of social events, namely: Alumni Weekend and Homecoming Weekend.
  2. The Director of Alumni Relations is an ex-officio member of the committee.
- I. **Membership Committee** — The Membership Committee will perform the following duties:
1. Assist the Board and cooperate with the University to increase membership in the Association.
  2. Plan and implement programs to increase membership in the Association, with submission to the Board on an annual basis.

3. The Director of Alumni Relations is an ex-officio member of the committee.
- J. **Hall of Fame Committee** — It shall be the duty of the Alumni Hall of Fame Committee to recognize distinguished alumni. This distinction shall be awarded on a bi-annual basis (every two years).

## **ARTICLE VIII PAST PRESIDENT'S COUNCIL**

**Past President's Council** — The Past President's Council is made up of all persons who have served as President of the Association and are members in good standing. He or she automatically is a member of said council at the expiration of their term of office provided they are a member of the Association in good standing. The Past President's Council shall perform the following duties:

1. Selection of the outstanding Alumnus and Local Chapter Awards for each fiscal year.
2. Present awards on Alumni Day at the discretion of the Association's President.
3. President of the Association shall select a past President, in good standing, to swear in all newly elected Board members and offices.

## **ARTICLE IX AREA REPRESENTATIVES**

An Area Representative is a liaison person for the Association and lives in a geographic area which has no Local Chapter. All Area Representatives shall be appointed by the President with Board approval.

1. Area Representatives are invited to all Board meeting however, he/she has no voting rights.
2. The Area Representative has the authority to call and conduct Alumni meetings for their assigned geographic area consistent with this Constitution.

## **ARTICLE X DUES, FEES, AND ASSESSMENTS**

### **Section 1 DUES**

The Association shall determine the amount of National membership Dues per annum.

### **Section 2 MEMBERSHIP DUES**

Each local Chapter shall collect and remit to the Financial Secretary of the Association the Association's current national membership dues within ten (10) days of receipt. Individual Alumni members who do not have a Local Chapter in their area may submit their National membership dues to the Treasurer of the Association.

### **Section 3 FUNDRAISING; DONATIONS**

Twenty (20%) percent of the net proceeds from any fund raising event or activity of a Local Chapter or other subordinate body shall be remitted to the Financial Secretary of the Association within thirty (30) days of an accounting for the event/ activity. The percentage of said remittance shall be determined from year to year at the Annual Meeting held on Alumni Day, hereafter.

## **ARTICLE XI LOCAL CHAPTERS**

### **Section 1**

A Local Chapter in any geographic region can be created by the Association if the following conditions are met:

- A. A group of at least five (5) members in good standing in the Association may apply to form a local chapter.
- B. If approval of a charter is granted in writing to form a Local Chapter, the Association with assistance from the Alumni Relations Director of the University shall assist the Local Chapter members in establishing such a chapter.

- C. Each existing Local Chapter or later established chapter shall abide by and be bound by this Constitution, by-laws, resolutions and business practices and requirements of the Association.
- D. Officers. Each Local Chapter shall elect a President, Vice President, Treasurer, Financial Secretary, Recording Secretary, and Corresponding Secretary. The term of the office shall be one (1) year.

## **Section 2 ACTIVE LOCAL CHAPTERS**

- A. A **Chapter** is active if it has at least five (5) members in good standing with the Association and has provided an annual written report to the Association on or before January 15th of each year. This report shall contain current names and addresses of all chapter members and officers, amount and type of financial support to the association, an income statement and balance sheet, and a projected budget for the current year. An active chapter may assess dues from its members, create income, pay its debts, and conduct regular and special chapter meetings.
- B. **Discipline of Local Chapters.** A local chapter may discipline for cause if it is unresponsive to appropriate requirements or direction from the Association or in violation of this Constitution. Adequate notice of any alleged violation shall be given, as well as, an opportunity to be heard on said violation, and a two-thirds (2/3) majority vote of the Board is required to establish a violation.
- C. **Requirements**
  - 1. Financial Reporting of Local Chapters — The Treasurer of all Local Chapters shall be responsible to submit to the Association Treasurer an annual financial accounting statement of the Local Chapter. The Local Chapters must submit this financial accounting statement no later than January 15th of each year. The Local Chapter shall also submit its financial accounting statement on Form A provided by the Association Treasurer.
  - 2. Reporting of Local Chapter Minutes — The Secretary of all Local Chapters shall be responsible to submit to the Association's Recording Secretary all regular and special meeting minutes of the Local Chapter for that year no later than January 30th of the next year.
  - 3. Upon dissolution of a Local Chapter, all monies, records and properties will immediately become the property of the Association. The President and respective officers shall forward to the National President of the National Alumni Association all records, monies and description of all assets and properties of the Local Chapter within thirty (30) days after said Local Chapter has been dissolved



### **Section 3 INCOME AND DISBURSEMENTS**

- A. The source of income to a Local Chapter shall be from dues, initiation fees, donations, assessments and income from other proper and lawful purposes.
- B. The income shall be in amounts that are necessary to accomplish and take care of the obligations and requirements of the Local Chapter and the purposes for which the Local chapter was established. The income shall be properly deposited in such banks or depositories as are determined by the officers of each Local Chapter.
- C. The officers of Local Chapters shall have the authority to make commitments and disbursements at their discretion from the funds, assets and property of the said Chapters for the regular recurrent and incidental expenses incurred. The officers of the Local Chapters shall further have the authority to make commitments and disbursements at their discretion from the funds, assets and property of the Local Chapters for awards, gifts, donations, charitable contributions, education, public relations, legal expenses, and such other expenses and investments as it deems necessary or proper to carry out the objectives and purposes of the Association.
- D. The financial obligations of a Local chapter shall be fixed and regulated within the income of the Local Chapter.
- E. A Local Chapter shall make no disbursements that will preclude or interfere with its ability to meet its financial obligations to the Association.
- F. A Local Chapter shall not enter into contractual undertakings for the acquisition of property, the retention of services, or enter into any obligations, it at the time of such proposed undertaking, its current income is insufficient to meet the expenses of such undertaking.
- G. No commitment or disbursement of Local Chapter shall be considered void/unenforceable where such action was undertaken in compliance with the provisions of this Article.

**ARTICLE XII  
OATH OF OFFICE**

This oath of Office shall be administered and accepted by each Board member and office of the Association before their term of service commences:

I (*State your name*) \_\_\_\_\_ do hereby solemnly pledge to uphold and abide by the Constitution of the Cheyney University National Alumni Association, to faithfully and diligently execute the duties of the office of (*state your office*) \_\_\_\_\_ to the best of my ability with honor and integrity and to conduct myself with the highest ethics and ideals; I further pledge to safely keep and maintain all the official documents and correspondence of my office, all papers and property of the Cheyney University National Alumni Association entrusted to me until the completion of my term of service. I affirm this pledge of my own volition, without reservation, trepidation and with full cognizance and understanding of all that is expected of me, so help me God.

**ARTICLE XIII  
REMOVAL FROM OFFICE**

Upon the written recommendation of the Board, any officer of the Association may be removed from office for good cause shown by a two-thirds (2/3) vote of the membership present at the Annual Meeting. A recommendation of removal shall require a two-thirds (2/3) vote of the Board.

**ARTICLE XIV  
AMENDMENTS**

This Constitution may be amended at any meeting of the Association on the recommendation of the Board and by a two-thirds (2/3) vote of the members (in person or by proxy), provided notice of such proposed amendment and of its general nature shall have been given in the call for the meeting. A thirty (30) day notice of said amendment is required before said meeting.

**ARTICLE XV  
ADOPTION**

This Constitution was approved and adopted by a vote of the members (in person or by proxy at the Annual Meeting held on May 1, 1999. This Constitution is effective immediately but no later than the first regular meeting of the Board of Directors in the fall of 1999.

**ARTICLE XVI  
RATIFICATION**

This 5<sup>th</sup> day of May 2012 this Constitution is ratified by the members and signatures of the Members and current Association Officers.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Financial Secretary

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Recording Secretary

**RATIFICATION OF CONSTITUTION**

**MAY 5, 2012**

**MEMBERS' SIGNATURE**