



Globe High School Alumni Association
PO Box 2433
Globe, AZ 85502-2433

Charter and Bylaws (Revised, 2017)

1. Name: The name of the organization is the Globe High School Alumni Association (GHSAA).

2. Purposes: The GHSAA exists to promote contact and association among former Globe High School students, to initiate and/or assist in all-class reunions and other celebratory events, and to facilitate excellence in all aspects of life at Globe High School. [including support for the Globe High School Hall of Fame.

3. Membership and Dues:

a. All former students at Globe High School (GHS) are members of GHSAA. Graduation from GHS is not a requirement.

b. The GHSAA Board of Directors will solicit funds from GHS alumni and from time to time may set modest dues.

4. Substructure: Each graduating class from Globe High School constitutes a specific sub-entity, consisting of all members who graduated in that class and all member who would have graduated in that class had they continued to be students at Globe High School.

5. General Assemblies: In every odd-numbered year there shall be a General Assembly of GHSAA. Public notice shall be given of the time and location of this assembly and all members (as defined in paragraph 3 above) are eligible to attend and to vote on all matters that come before the Assembly. A quorum for the General Assembly will be 15 members from at least 4 classes.

6. Directors and Officers:

a. The Board of Directors will meet at least twice each year.

1. Powers: The Board of Directors will manage the business of GHSAA and may exercise all powers of the association.

a. Budgets: The Board of Directors will approve the operating budget of GHSAA.

b. Policies: The Board of Directors will adopt policies for the functioning of GHSAA. Policies must be recorded in the minutes of the board meeting.

c. Board meetings are open to all alumni and to any other interested person. However, attendees who are not board members may not move or second a motion, nor may they vote on such any motion.

2. Board Members: The board consists of 12 members with no more than two members from any class.

3. Selection of Board Members:

a. Nine members of the board shall be elected in odd-numbered years by majority vote of the General Assembly.

b. A Treasurer shall be elected in odd numbered by a majority vote of the General Assembly. The Treasurer will be a member of the board and will have fiduciary responsibility for the Association, and will be responsible for timely annual reports to the U.S. Internal Revenue Service.

c. Two additional board members will be designated each year by the Globe High School Hall of Fame Committee.

4. Term of Office: Each member of the board, excluding those designated by the Hall of Fame Committee, will serve a term of two years. There is no restriction on the number of terms any member can serve. The board members designated by the Hall of Fame Committee will have a one year term, but may be re-appointed by the Hall of Fame Committee each year.

5. If a board member has three or more unexcused absences from scheduled meeting of either the board or the Executive Committee, the board may replace that Member.

6. The quorum for a board meeting is seven (7) board members.

B. Officers of the board consist of a Chairperson, a Recording Secretary, and a Treasurer. These officers, excluding the Treasurer, shall be elected by the board to serve for the following year. The duties of these officers are as follows:

1. The Chairperson is responsible for convening each meeting of the board and for presiding over that meeting, for officially representing GHSAA, for serving as the chairperson of the Executive Committee, and for performing other duties as requested by either the board or the Executive Committee. Board meetings need not be face-to-face meetings but may be conducted through telephone or other electronic media. The Chairperson shall be responsible for making a timely annual report to the Arizona Corporation Commission. The Chairperson shall be responsible for maintaining an orderly meeting. This can best be achieved if all attendees seek recognition from the Chairperson before speaking.

2. The Vice-Chairperson is responsible for assuming the duties of the Chairperson at any meeting in which the Chairperson is absent.

3. The Recording Secretary is responsible for maintaining the minutes of prior meetings, for distributing the minutes of the prior meeting to board members, for recording the minutes of the current meeting, and for insuring that the corpus of all minutes are in the hands of the newly selected Recording Secretary. The Recording Secretary shall serve on the Executive Committee. In addition, it shall be the responsibility of the Recording Secretary to call a roll of board members in attendance at a board meeting and to ascertain the existence of a quorum. It shall subsequently be the Secretary's responsibility to determine that any motion is made and seconded by a board member, and that all subsequent votes are made by board members only.

4. The Treasurer is responsible for maintaining or supervising the custody of the funds and the books of GHSAA, for having the books audited on a regular basis, for keeping adequate and correct accounts of the financial transactions of GHSAA, and for providing financial statements and other reports to the Board of Directors and the Executive Committee at appropriate times. The Treasurer shall serve on the Executive Committee.

The Treasurer will make a record of all contributions received, the name of the contributor, the amount of the contribution, and the fund for which it was contributed. If the contribution was substantial (\$20 or more), the Treasurer will acknowledge the contribution to the contributor. In addition, the Treasurer will be responsible for maintaining appropriate sub-accounts for each designated fund including contributions for the Hall of Fame and any other designated purpose. The Treasurer will provide a report to the Board of Directors at each meeting of the board.

7. Standing Committees:

a. Executive Committee: The Executive Committee consists of the Chairperson, the Vice-Chairperson, the Recording Secretary and the treasurer. The Chairperson may invite any other person to a meeting of the Executive Committee on an as-needed basis. The Executive Committee will meet regularly during the year as convened by the Chairperson. The Executive Committee will advise, counsel with, and make recommendations to the Chairperson and to the board regarding finances, management, policy, and other business. The Executive Committee may establish ad hoc committees from time to time to deal with specific issues.

b. Membership Committee: The Membership Committee is responsible for establishing and maintaining a list of member names and addresses, as complete as possible, and for notifying members about subsequent meetings and events. The members of the Membership Committee will be selected or amended by the board or by the Executive Committee. The Committee will select its own Chairperson.

c. Events Committee: The Events Committee is responsible for planning or assisting with all-class reunions and other celebratory events and for coordinating with the Membership Committee to insure notification of GHSAA members. The members of the Events Committee will be selected or amended either by the board or by the Executive Committee. The Committee will select its own chairperson.

d. GHS Coordinating Committee: The GHS Coordinating Committee shall work with diverse entities at GHS and in the Globe community to assist in the maintenance of a high level of student achievement in all areas of Globe High School, for proposing innovative or remedial actions aimed at the improvement of conditions at the high school, and for implementing such actions as have been approved by the Board of Directors and are sanctioned by GHS administration. The members of the GHS Coordinating Committee will be selected or amended by either by the board or by the Executive Committee. The Committee will select its own chairperson. Care should be taken in this selection to appoint individuals qualified by education and/or background to function effectively in this capacity.

e. Fund Raising Committee: This Committee will explore alternative ways of raising funds for GHSAA, will seek board approval of selected activities, and will assume a leadership role in implementing board-approved fund-raising activities. The members of

the Fund Raising Committee will be selected or amended by either by the board or by the Executive Committee. The Committee will select its own chairperson.

f. Archives Committee: This Committee will work with the GHS Archivist and others at GHS to promote the appropriate display of trophies and other symbols of achievement on the part of GHS students and faculty, and to preserve and make available other archival material relating to the history of life in Globe schools. The members of the Archives Committee will be selected or amended by either by the board or by the Executive Committee. The Committee will select its own chairperson.

g. Finance Committee: This Committee will consist of the Treasurer, a board member selected by the Chairperson, and a member of the GHS Hall of Fame Committee. The Treasurer and at least one other member of the Committee shall be responsible for approving all **discernments**. The member of the Finance Committee appointed by the Hall of Fame Committee will be responsible for reporting all financial matters to the Hall of Fame Committee. If the Treasurer is unable to attend a board meeting, the board member appointed to the Finance Committee by the Chairperson will be responsible for reporting on financial matters to the board.

8. In addition to the Standing Committees, there may be one or more autonomous committees , each of which will have its own bylaws and its own procedures for selecting members. These autonomous committees are as follows:

a. The GHS Hall of Fame Committee.

9. Meetings:

a. The Board of Directors will hold its regular meetings at times and locations designated by the Chairperson. On request of two or more board members, the Chairperson will call a special meeting of the board at a time and location determined by the Chairperson. The Chairperson will notify all board members of the time and place of all meetings. Meetings may not be held on less than five days' notice to each board member. Each meeting of the board shall include a report from the chairs of each standing committee.

b. The Executive Committee will meet on a regular basis at times and places designated by the Chairperson. The Executive Committee will periodically invite one or more chairs of standing committees to facilitate the performance of their designated objectives.

c. A quorum for a meeting of the Board of Directors is five GHSAA members representing at least three different classes. A quorum for a meeting of any Standing Committee is 50 percent of the membership of that Committee. At any meeting, an action moved and seconded will be decided by a majority vote of those present and voting, except for interim amendments of the charter document. These changes can only be made at a meeting of the Board of Directors and require a two thirds vote of all members present and voting. These amendments will be in effect until the next General Assembly at which time they will be retained by a majority vote, or rescinded.

10. Indemnification of Board Members and Officers:

a. The GHSAA will hold harmless and indemnify each board member, each Officer, and each member of a Standing Committee ("indemnitee") against all liability and expense incurred by indemnitee in connection with any threatened or actual proceeding resulting from indemnitee's service to GHSAA. The GHSAA will provide indemnity under the procedure set forth below and to the fullest extent allowable under A.R.S. § 10-2305 et seq.

b. Exclusions: Except as permitted by law (including specifically A.R.S. § 10-2305) GHSAA will not indemnify indemnitee for acts listed in A.R.S. § 10-305 C.B.

c. Procedure:

1. Indemnitee must notify GHSAA promptly of the threat or commencement of any kind of proceeding for which the indemnitee intends to seek indemnification.

2. The GHSAA is entitled to assume indemnitee's defense with counsel reasonably satisfactory to indemnitee, unless indemnitee provides GHSAA with an opinion of counsel reasonably concluding that there may be a conflict of interest between indemnitee and GHSAA in the defense of the proceeding legal action.

3. If the GHSAA assumes the defense, GHSAA is not liable to indemnitee for legal or other expenses subsequently incurred by indemnitee.

d. Expense Advances: GHSAA will advance expenses incurred or to be incurred by indemnitee in defending a proceeding subject to the following requirements:

1. The GHSAA must receive notice of the expenses;

2. indemnitee must furnish GHSAA with a written affirmation of good faith belief that the indemnitee met the proper standard of conduct;

3. indemnitee or a representative must furnish GHSAA with a written undertaking to repay the advance if it is ultimately determined (after expiration or exhaustion of any appeal rights) that the indemnitee did not meet the standard of conduct; and

4. the GHSAA must determine that the facts then known to it would not preclude indemnification.

e. Settlement of claims: The GHSAA is not obligated to indemnify indemnitee for any accounts incurred if settlement is made without the prior written consent of GHSAA. The GHSAA will not enter into any settlement that would impose any penalty or limitation on indemnitee without indemnitee's prior written consent to any proposed settlement.

f. Effect of Repeal: In order that the indemnitee may rely on the indemnification promised by the above, no repeal or amendment may reduce the right of indemnitee to payment of expenses or indemnification for acts of indemnitee taken before the date of repeal or amendment.

11. Amendments and Corrections.

a. Amendments: The Board of Directors may amend this document by a two thirds vote of the board members present and voting, but notice of the amendment to be

considered (including a copy of the proposed amendment) must be given to each member of the board at least 15 days before the meeting. Any such amendment will be in effect until the next General Assembly at which time it will be retained by a majority vote or rescinded.

b. Corrections: The Chairperson may correct punctuation, grammar, spelling, numbering, or form where appropriate if the correction does not change the meaning.

12. Attachments.

a. The GHS Hall of Fame Committee Bylaws.

Name: The name of the organization is the Globe High School Hall of Fame

Purposes: To evaluate nominees for the Globe High School Hall of Fame, to select those nominees judged to be worthy of induction into the Globe High School Hall of Fame, to arrange a suitable setting for an annual induction ceremony, and to assist in the maintenance of an appropriate location for the recognition of inductees and the display of Globe High School artifacts.

Membership: The board shall consist of no fewer than 10 members, broadly representative of the various groups who have a substantial interest in the Globe High School Hall of Fame.

Officers: Each year, the board will select a President, a Vice-President, a Secretary, a Treasurer or a combined Secretary-Treasurer (can be decided on at the pleasure of the board).

The *President* will be responsible for preparing an agenda for each meeting and for conducting that meeting.

The *Vice-President* will replace the President in the absence of the President.

The *Secretary* will be responsible for recording the minutes of each meeting, will provide a report of these Minutes at the next meeting and will assure that the meetings are approved at every meeting. The Secretary will keep records on the names and contact information for each board and committee member along with the dates of their service. The Secretary will also receive all nomination forms for potential inductees and will distribute these to the *Candidate Selection Committee* in a timely fashion.

The *Treasurer* will be responsible for receiving funds and dispersing funds, and for giving a financial report at each meeting.

Standing Committees: Each Standing Committee will be headed by a chairperson who will be appointed by the board. All committee chairpersons will be members of the board.

Candidate Selection Committee: This committee is made up of any board member who chooses to participate plus other members of the community (see list below) who are qualified and approved by the board to participate in the selection process. This committee is responsible for soliciting applications, receiving them, reviewing them, and

making recommendations to the Board of Directors for the selection of the number of inductees that the board has approved for that year.

As a goal, this committee shall consist of up to 25 individuals, broadly representative of various groups who have a substantial interest in the Globe High School Hall of Fame. Consideration should be given to the following:

- GHS Alumni from classes in each of the prior seven decades
- Individuals who have already been inducted into the Hall of Fame
- Current students at Globe High School
- Current faculty members at Globe High School
- Members chosen at large from the community

The Selection Committee must be chosen by June 1.

Annual Dinner and Event Planning Committee: This committee is chartered with the responsibility of planning the entire event for the annual awards including but not limited to planning the meal, planning the entertainment, planning the agenda for the awards presentation, providing the printed program, and arranging for the master of ceremonies.

Awards Committee: After selections have been made, awards will be presented and coordinated with the inductees. This committee will be in charge of all activities related to this process. Additionally, inductees and their families must be officially notified and arrangements must be made for them to attend the annual event. This committee is responsible for all activities relative to communications with inductees and the preparation of their awards.

Public Relations Committee: This committee may only consist of one or two individuals who are responsible for getting the word out to the community and receiving favorable publicity within the community. The program and/or book for the event are also the responsibility of this committee.

Sponsorship Committee: This committee is responsible for raising funds for the organization via sponsorships for the Hall of Fame programs for Globe High School.

Hall of Fame Room Committee: This committee is responsible for the maintenance of this room including approving additions or changes within the room.

Board Meetings: At the first board meeting of the ensuing year, the board will designate a regular meeting time and a place for the subsequent year and will select replacements for board members. Additionally, the board will hold an election of officers. Meeting times will be provided to all board members 30 days in advance of the meetings. Times and locations may be changed by a majority vote of Committee Members present at any board meeting.

The quorum for doing business shall consist of 51 percent of board members. Regular business will be conducted by majority vote. With the use of various technological aids,

board members need not be physically present to be "in attendance," so long as they are able to hear and to participate in the discussion.

Criteria for Selection: The following are general guidelines for the selection of inductees into the GHS Hall of Fame. Although these guidelines are organized separately for four different classes of membership, it should be noted that many potential inductees qualify in multiple categories and thus may not meet the exacting standards for any one category but, in combination, qualify for induction. Individuals may have achieved distinction in one or more of the following four categories: Athletic Achievement, Achievement in the Arts, Academic Achievement, and Community Service Achievement. Inductees must have attended some level of school in Globe or have been a teacher or administrator in Globe. Each year, the Board of Directors will determine the cutoff year for nominee consideration.

Athletic Achievement: Any person who has distinguished achievements in the field of athletics or other team activities as a student or coach at GHS is eligible. Achievements for consideration include All-State recognition or establishment of school/regional/state records. College and professional achievements may also be considered to support the selection of a candidate. The Candidate Selection Committee is authorized to recognize an especially high performing team that may have won a State Championship or achieved some other high honor. Other considerations may be taken into account, but may not take the place of the above criterion.

Achievement in the Arts: Any person who has distinguished achievements in the Arts either while a student or faculty member at Globe High School or has received recognition after graduating or leaving Globe High School for Achievement in the Arts. The Arts can cover a broad variety of areas from visual arts to music to writing.

Academic Achievement: Any person who has distinguished achievements in the field of academic excellence either as a teacher or student. Considerations will be advanced degrees achieved, and achievements in education and academics after graduating from Globe. Significant contributions to the fields of Education, Law, Medicine, Engineering, Applied or Basic Research will be considered. Globe High School teachers and administrators who have made significant contributions will be considered.

Achievement in Community Service: Any Globe High student/teacher/administrator who has distinguished achievements through contributions made to the community over a significant period of time. This community service may be rendered to Globe or any other community where the person resides. This service should take the form of leadership positions in community organizations, service agencies, business enterprises, military service, or elective office.

General Requirements for Inductees: In order to maintain the integrity of the Hall of Fame, inductees must exemplify the highest standards of citizenship, ethical conduct, and moral character. All nominees will be judged on their significant and/or long term contributions. The board will determine the number of inductees each year.

Candidate Selection Procedures: The Candidate Selection Committee shall prepare and distribute nomination forms in such a way as to make them available to the largest possible number of potentially interested persons. These nomination forms must include the criteria for selection, the name, address, telephone number and signature of the

nominator (or of surviving family members if deceased) along with instructions for a narrative that provides the justification for the induction of the nominee.

Any person may nominate any person for induction into the Globe High School Hall of Fame. In addition to a narrative justifying induction, the nomination may include letters of recommendation or support, newspaper clippings, magazine articles, or statistics that substantiate the accomplishments and contributions of the nominee. A suitable photograph should be included if possible.

The Board of Directors is responsible for the timely and broad dissemination of Candidate Selection forms. Deadline for form submission is June 1st of each year. After June 1, the Candidate Selection Committee will meet to select the number of nominees that the board has ruled on. All discussions and votes shall be held in strict confidence. A nominee will be considered for induction if that nominee receives an affirmative vote of two thirds of the Candidate Selection Committee. The number of candidates chosen will not exceed the maximum established by the board for that year. A report will be made to the board by the Chairperson of the Candidate Selection Committee. The board then must ratify the selection of each candidate by a two thirds vote.

After board approval, the Chairperson of the Awards Committee is responsible for the notification of successful nominees of their impending induction. The nomination form of any person nominated but not selected for induction will be retained and reviewed for three additional years. If a nominee is not selected for induction during that four year period, the nomination will be withdrawn.

Records: It is the responsibility of the board to keep all nomination records in a secure location. These records must be accessible at all times by the current President of the organization.

Provision for the removal of a previously selected Hall of Fame Member: The Board of Directors has the responsibility and the authority to remove any individual previously chosen to be a member of the GHS Hall of Fame if at some future date it is discovered that that person has been convicted of a felony or has in some way brought dishonor to Globe High School. This action requires a vote of two thirds of the board.

Revision of Charter and Bylaws: The Charter and Bylaws may be amended or revised by the board at any time, by a vote of two thirds of the entire board. Any proposed amendment or revision must be provided in writing to the entire board at least two weeks prior to a vote. For these purposes, a vote registered either by teleconference or by e-mail to the Secretary will count.

Further Considerations: All matters not specifically dealt with in this document are left to the discretion of the board.