

ARTICLE I. NAME

Section 1. The name of this organization shall be the "The Marching Owls" Alumni Society of Kennesaw State University hereafter referred to as the "MOA." The MOA will be chartered as an affiliate of Kennesaw State University Alumni Association and will be governed by the following bylaws.

Section 2. For the purposes of these bylaws, the Kennesaw State University Alumni Association shall be referred to as the "Alumni Association", Kennesaw State University shall be referred to as "KSU", and the Kennesaw State University Marching Owls Band shall be referred to as "The Marching Owls."

ARTICLE II. PURPOSE

Section 1. The purpose of the MOA is to:

- 1.1 Function as an advocacy group for KSU, the School of Music, and "The Marching Owls";
- 1.2 Increase personal contact between Alumni Association members and "The Marching Owls" students;
- 1.3 Coordinate, market and implement all MOA events;
- 1.4 Assist in recognizing the achievements of new graduates, alumni, current students, faculty, and staff at annual celebratory events;
- 1.5 Foster the development and maintenance of scholarships, and other means of assisting students of "The Marching Owls" in their pursuit of education at KSU;
- 1.6 Increase membership and participation of "The Marching Owls" alumni within the MOA and at all levels of leadership within the Alumni Association.

Section 2. Mission Statement

- 1.1 The mission of MOA shall be to support the overall advancement of "The Marching Owls" and contribute to the development of "The Marching Owls" Alumni community.

ARTICLE III. MEMBERSHIP and VOTING PRIVILEGES

Section 1. Active membership within MOA shall be defined by the following:

- 1.1 Annual financial contribution to MOA which meets or exceeds the minimum amount

set by the present executive board;

1.2 One Semester of past participation in "The Marching Owls";

1.3 Cannot be currently enrolled in "The Marching Owls" during the fall semester of the membership year;

Section 2. Ex-Officio membership within MOA shall be defined by the following:

2.1 Non-voting members of the association;

2.2 An individual given their position based on their role or service to the MOA;

Section 3. Friend of "The Marching Owls" membership within MOA shall be defined by the following:

3.1 Non-voting members of the association;

3.2 Annual financial contribution to MOA which meets or exceeds the minimum amount set by the present executive board;

3.3 Will be given select opportunities to participate in MOA events and fundraisers;

Section 4. Only those persons classified as active members shall be entitled to voting privileges and to hold office in the MOA except as otherwise provided for in these Bylaws.

Section 5. KSU, through its designees, shall maintain an official record in a database, or other reliable format, listing all program alumni and tracking annual giving.

Section 6. All current Directors and Associate Directors of "The Marching Owls" shall be considered Ex-Officio Members.

Section 7. Exceptions to Membership must be presented and approved by 3 out of the 4 members of the executive board of MOA.

ARTICLE IV. OFFICERS, ELECTION, TERMS, and DUTIES

Section 1. SOCIETY OFFICERS

1.1 The Officers of the MOA shall be the President, Vice President, Secretary, and Treasurer.

Section 2. ELECTION OF OFFICERS

2.1. The MOA shall hold its election at the regular meeting in January every other year with results being announced at the January meeting. Successful candidates shall take office on the first day of February following their election. Terms shall expire on January 31st of the officer's second year in office.

2.2. On or before December 1st, the President shall ask for nominations from the MOA active membership. The nominees and positions will be sent out to active members prior to the January meeting. Officer elections will take place at the January meeting. Ballots shall be tallied by any executive board member who is not up for election. In the event that all officers are up for election, the ballots shall be tallied by the director of "The Marching Owls." A simple majority, counted from the returned, properly executed ballots, shall determine the officers for the following year, commencing February 1st.

2.3. Any active member in good standing with the MOA and the Alumni Association is eligible to seek office.

Section 3. TERMS

3.1 The President shall serve for a term of two (2) years, which shall begin on the first day of February following his/her election and expire on January 31st of the second year. The President can serve two consecutive terms.

3.2 The Vice President shall serve for a term of two (2) years. The Vice President can serve two consecutive terms.

3.3 The Secretary shall serve for a term of two (2) years. The Secretary can serve two consecutive terms.

3.4 The Treasurer shall serve for a term of two (2) years. The Treasurer can serve two consecutive terms.

3.5 In the event the President is unable to serve his/her term of office, the Vice President shall assume the position of President.

3.6 In the event a vacancy should occur in the positions of the Vice President, Treasurer, or Secretary, such vacancies shall be filled by a simple majority vote of the active members of MOA at a meeting for which the filling of said vacancy is an announced agenda item.

Section 4. REMOVAL OF OFFICERS

4.1 A member of the Executive Committee may be removed for cause from the MOA by a two-thirds (2/3) vote of the MOA present at any meeting duly called with the proposed action as an agenda item.

Section 5. DUTIES

5.1 PRESIDENT. The President shall preside at all meetings of the MOA. The President, in consultation with the other executive officers, shall appoint committee members as are necessary and shall be an ex-officio member of all committees. The President shall serve as a liaison between the MOA and the Alumni Association and shall ensure that the MOA is represented at all Alumni Association meetings. The President serves as the chair for the Executive Committee. They shall perform other such duties as may be provided by these Bylaws and by resolutions of the MOA.

5.2 VICE PRESIDENT. The Vice President shall assume the duties of the President in their temporary absence and shall perform other duties as may be assigned by the President. The Vice President shall chair the Event Planning Committee.

5.3 SECRETARY. The Secretary will keep minutes of all meetings and will file copies of the minutes with the KSU Alumni Office staff. The Secretary will initiate regular executive meetings and meetings of active members of the MOA and cooperate with Alumni staff to disseminate meeting notices. The Secretary shall chair the Alumni Engagement Committee.

5.4 TREASURER. The Treasurer shall oversee all banking and financial reports with assistance from the KSU Foundation. A statement of financial activities shall be presented by the Treasurer at all MOA meetings. Copies of all financial reports shall be maintained for at least 7 years. The Treasurer shall chair the Fundraising and Scholarship Committee.

ARTICLE V. MEETINGS

Section 1. MEETINGS

1.1 All meetings of the MOA shall be held at a time and place as may be deemed appropriate by the Executive Committee. Meetings shall also be streamed to the membership virtually via video conference. Active members in attendance virtually maintain their voting privileges.

1.2 Other meetings of MOA may be called at the discretion of the Executive Committee. The Secretary, in coordination with the Alumni Relations office, shall notify members of all meetings of the MOA no later than five days before each meeting. An agenda will be distributed at that time.

1.3 MOA shall meet a minimum of two (2) times during the calendar year.

Section 2. ELIGIBILITY TO VOTE

2.1 Only members who have been deemed eligible to vote by the Alumni Office prior to the semi-annual meetings will be allowed to vote.

ARTICLE VI. COMMITTEES

Section 1. CO-CHAIRS

1.1 The Executive Committee has the ability to name a co-chair to any standing committee. The co-chairs shall serve one year and may be reappointed. Co-chairs serve at the pleasure of the Executive Committee and may be removed by the President with or without cause at any time.

Section 2. STANDING COMMITTEES

2.1 **Executive Committee.** The Executive Committee shall be composed of MOA Officers. It shall have all of the powers of the Board when the Board is not in session. The Committee shall insure the implementation of approved Society programs and policies, take appropriate actions between MOA meetings, and make a general report of its activities during each regular meeting.

2.2 **Scholarship and Fundraising Committee.** The Fundraising and Scholarship Support Committee will be responsible for pursuing resources for funding and scholarship support through donations from alumni, fundraising activities and other sources.

2.3 **Alumni Engagement Committee.** The Alumni Engagement Committee shall be responsible for enhancing and growing MOA programs. The committee shall also be responsible for recruiting new MOA members, publicizing MOA events and initiatives, and maintaining MOA social media accounts. All communications shall be presented in a professional way in adherence to KSU brand guidelines. MOA social media accounts shall be chaired by the Secretary, but may be run by a committee member as appointed by the Executive Committee. The Executive Committee has the ability to seize control of all social media accounts at any time with or without cause. All social media account passwords shall be maintained by the Secretary and reported to the Executive Committee.

2.4 **Events Planning Committee.** The Events Planning Committee shall be responsible for planning and executing MOA events which engage MOA Alumni, current members and staff of "The Marching Owls," and community members. The committee shall host a minimum of two events annually, one of which shall be "The Marching Owls" Alumni Band Day. "The Marching Owls" Alumni Band Day shall occur on or around a home football game as chosen by the Director of "The Marching Owls." Each event hosted by

the committee shall promote future membership in the organization, fundraising initiatives, and community participation among past and present members of “The Marching Owls.”

Section 3. SPECIAL/AD HOC COMMITTEES

3.1 The MOA may create or dissolve Special/Ad Hoc Committees at any time. The President shall appoint their chairpersons. These committees shall have such duties and powers as delegated by the Executive Committee.

Section 4. COMMITTEE DUTIES

4.1 Each committee shall have such power and duties as delegated by the MOA. No Committee Chairperson may expend funds of the MOA or solicit funds without express approval of the President and the Treasurer.

ARTICLE VII. FISCAL CONSIDERATIONS

Section 1. FISCAL CONSIDERATIONS

1.1 The fiscal year shall begin on February 1st of each year and end on January 31st of the next year. All annual statements shall be made accordingly.

ARTICLE VIII. AMENDMENTS OF THE BYLAWS

Section 1. AMENDMENTS OF THE BYLAWS

1.1 These Bylaws or any portion thereof may be amended or repealed by a two-thirds (2/3rds) vote of the body of the MOA present at any regular or special meeting of the MOA members, provided that each member receives a written proposal of the amendment(s) at least five days prior to such meeting.

ARTICLE IX. INTERPRETATION

Section 1. INTERPRETATION

1.1 The interpretation of and the power to implement these Bylaws and of all the rules authorized by them is vested in the Executive Committee.

ARTICLE X. PARLIAMENTARY AUTHORITY

Section 1. Robert's Rules

1.1 The rules contained in the Modern Edition of "Robert's Rules of Order, Revised" shall be a guide to MOA in all cases where they are not inconsistent with these Bylaws and any special rules of order MOA may adopt.

ARTICLE XI. MISCELLANEOUS

Section 1. Discrimination

1.1 MOA will not discriminate based upon race, color, religion, sex, gender, sexual orientation, marital status, age, national origin, or disability.

Section 2. Publication

2.1 A copy of these Bylaws, and any amendments or revisions thereto, shall be available in the Office of Alumni Relations.