



Q-8 Alumni Association, Inc. Constitution

(As Amended May 14, 2005)

**Q-8 Alumni Association
Alumni House
150 Hofstra University
California Avenue
Hempstead, New York 11549
(516) 463-6600 x 6636**

Established November 1st, 2003

Table of Contents

PREAMBLE

ARTICLE I: Name

- Section 1 – Name
- Section 2 – Legal Location
- Section 3 - Symbols
- Section 4 - Constitution

ARTICLE II: Corporate Governance Structure

- Section 1 – Structure
- Section 2 – Chain Of Command
- Section 3 – Derivation of Authority
- Section 4 – Delegation of Duties
- Section 5 – Representation
- Section 6 – Meetings

ARTICLE III: Authority of the Board of Trustees

- Section 1 – Assessment
- Section 2 – Reporting
- Section 3 – Fiscal Year
- Section 4 - Punishment
- Section 5 – Procedure: Individual
- Section 6 – Amendments to the Constitution
- Section 7 - Ratification
- Section 8 – Interpretation
- Section 9 – Dissolution of the Alumni Association

ARTICLE IV: Operations

- Section 1 – President
- Section 2 – Presidential Elections and Terms
- Section 3 - Removal
- Section 4 – President’s Staff
- Section 5 – Assistants
- Section 6 - Eligibility
- Section 7 – Prior President
- Section 8 – Meetings & Events
- Section 9 – Reports
- Section 10 - Funding of Pershing Rifles Company Q-8 Events
- Section 11 – Funds
- Section 12 – Promotional Materials

ARTICLE V: Membership

Section 1 – Anti-discrimination Policy

Section 2 – Classes

Section 3 - Eligibility

Section 4 – Induction

Section 5 – Basic Rights

ACCEPTANCE

PREAMBLE

We, the founders of Q-8 Alumni Association, Inc., in order to encourage, preserve, and develop the ideals espoused by the National Society of Pershing Rifles Company Q-8, Hofstra University, and in order to provide for a continuation of the bonds of brotherhood born in us while active members in the same, do hereby establish this Constitution

ARTICLE I: Name

Section 1 – Name

This organization shall be known as Q-8 Alumni Association, Inc., a chartered alumni association of Hofstra University, hereafter referred to as The Alumni Association.

Section 2 – Legal Location

The legal location for The Alumni Association shall be:

Q-8 Alumni Association, Inc.
Alumni House
150 Hofstra University
California Avenue
Hempstead, New York 11549

(516) 463-6600 x6636

www.q8alumni.com

Section 3 - Symbols

The colors of The Alumni Association shall be Royal Blue and White. The symbol of the Association is as documented on the cover page of this Constitution.

Section 4 - Constitution

This Constitution shall serve as a structural document assembling an association and defining each body's powers and limitations within the Alumni Association. By laws and a Standing Operating Procedure may also be produced to supplement the Constitution. Only the powers enumerated by this Constitution shall be available to the members and the governing bodies to manage the business of the Alumni Association.

ARTICLE II: Organization

Section 1 – Corporate Governance Structure

This organization shall consist of the Board of Trustees, which shall be led by a Chairman, a Vice Chairman, a Secretary and a Treasurer, all of whom shall meet the eligibility requirements for membership as defined by Hofstra University. The Board of Trustees shall be separate and distinct from the President and the day to day staff,

although there shall be no prohibition of serving on both bodies. There shall be a total of seven (7) members of the Board of Trustees. For the purposes of inaugurating the Alumni Association, the inaugural Trustees shall be appointed to a term of one year. After the first year, at a meeting of the General Membership, a slate of Trustee's names shall be placed into consideration and voted upon. The top seven (7) names garnering the most votes shall constitute the New Board of Trustees. Elected Trustees shall serve for a period of two (2) years before another election is held by the general membership.

At the first meeting of the newly elected board of trustees, the President shall open the meeting and accept nominations for the positions of Chairman, Vice Chairman, Secretary and Treasurer, sequentially. The Nominees for office must be Alumni of Hofstra University and a member in good standing. All nominations must be seconded. Trustees will vote by secret ballot on the slate of candidates. The nominee who garners the most votes amongst the Board of Trustees shall be elected chairman, and so forth. There will be no limits to the number of terms that's a Trustee may sit on the Board or hold a position on the Board. The President, if not a sitting Trustee, shall serve as a non voting member of the Board for the duration their term.

Section 2 – Chain Of Command

This organization shall be independent of the National Society of Pershing Rifles, The Varsity Rifles, Company Q-8, Hofstra University, any part of The Department of the Army and all other organizations. The Alumni Association shall, as long as the Membership and Board of Trustees vote in concurrence perform the additional duties as local chapter of the Varsity Rifles and will make every attempt to use their guidelines to perform those functions except where it is in direct violation of the Constitution, By-Laws and SOP's of the Alumni Association. In the event of conflict the Alumni Association's various rules shall prevail.

Section 3 – Derivation of Authority

The Board of Trustees shall be the supreme legislature for Alumni Association. Its power shall be second only to this Constitution. All legislation of the Alumni Association shall be in accord with the provision of this Constitution and its amendments. All actions of the Board of Trustees shall have the authority and express duty to carry out all policies.

Section 4 – Delegation of Duties

In case of the absence of any voting member of the Board of Trustees the vote normally assigned to the aforementioned officer can only be delegated to another trustee if done so in writing and approved by the Board at the time of meeting.

Section 5 – Representation

All members of the Board of Trustees are expected to vote on all matters in the best interests of the Alumni Association. In the event that a member of the Board of Trustees is found in violation of this section, any member may take action as defined in this Constitution under Article 8, Punishment.

Section 6 – Meetings

The Chairman and Trustees shall convene on an annual basis or as required to conduct the business of the corporation. A two-thirds majority of the board shall constitute a quorum at any meeting; a majority of the quorum shall be required to complete any action placed before the body. Meetings of the Board of Trustees shall be conducted using Roberts Rules of Order as a guide.

ARTICLE III: Authority of the Board of Trustees

Section 1 – Assessment

Only the Board of Trustees shall have the power to assess the Members of The Alumni Association for the purpose of government of the Organization. There shall be no assessment that is not necessary to maintain the normal functions of The Alumni Association. Annual membership fees shall be continuous for twelve (12) months. Membership renewal shall be on or before the end of the month the member joined from the previous year. Membership shall be at the appropriate member rate. Dues shall be used for operating the association.

Section 2 – Reporting

Board of Trustees shall compile detailed financial report each year. This report shall be published by Board of Trustees and sent out electronically to each registered member of The Alumni Association within 30 days of the close of the fiscal year.

Section 3 – Fiscal Year

The fiscal year of The Alumni Association shall begin on 1 September of each year and shall end on 31 August of the following year.

Section 4 - Punishment

The executive power of Board of Trustees may be enforced upon active Members of The Alumni Association through the use of fines, or up to the revocation of membership in The Alumni Association.

Section 5 – Procedure: Individual

Should an active member of The Alumni Association be found in violation of this Constitution or any other of the various orders, guidelines, or directives of The Alumni Association, the Board of Trustees shall hear all complaints and defenses relating to the case in question. With the approval of two-thirds of the Board of Trustees, the President shall notify the individual in question of the decision of the Board of Trustees on their punishment. Appeals to this decision may be submitted within one week of the notification, to be addressed by Board of Trustees within three weeks. After this period has passed, the decision of Board of Trustees shall become final, and shall be disseminated to the members of The Alumni Association shall abide by this decision in its entirety.

Section 6 – Amendments to the Constitution

Any member of the Alumni Association may propose an amendment to this Constitution by submitting it to Board of Trustees in writing. Within two weeks of the receipt of a proposed amendment, the Board of Trustees shall then electronically distribute one copy of said proposed amendment to every member in The Alumni Association. Each member of the organization may within one month of receipt of the proposed amendment reply to Board of Trustees further noting any changes desired.

Section 7 - Ratification

The proposed amendment, with any suggestions or changes noted, shall be discussed and finalized at the general meeting of the Alumni Association. If two thirds of the members vote to approve said Amendment, it shall become a part of this Constitution. The proposed amendment must be submitted to the Constitution Review Committee of the Alumni Organization, for review and comment.

Section 8 – Interpretation

The final interpretation of this Constitution shall be that of the Board of Trustees. When the Board of Trustees is not in session, the President shall have the power to interpret this Constitution. The Staff, to ensure consistent opinions, shall document all interpretations, decisions, and opinions.

Section 9 – Dissolution of the Alumni Association

The Alumni Association may be dissolved by a unanimous vote of the Board of Trustees. The Alumni Association shall not be dissolved solely as a result of the dissolution of any other organization.

- a. In the event of the dissolution of The Alumni Association, all memberships shall be immediately cancelled. No further benefits shall be issued, and all relationships with suppliers and affiliates shall be severed. All assets shall be liquidated with the exception of items bearing the Pershing Rifles crest or insignia, and all debts shall be paid immediately with the funds available. If funds remain, membership dues paid in advance will be repaid on a pro rata basis.
- b. Remaining Assets. If funds remain after all debts have been repaid, they shall be submitted with any records and assets that could not be liquidated to Company Q-8 Pershing Rifles, for the purpose of funding their operations. These funds are not for any other use.

Article IV. Operations

In order to maintain the day to day activities of the Alumni Association, the Board of Trustees shall delegate certain authority to officers to manage the organization, all of whom shall meet the eligibility requirements for membership in the Alumni Association.

Section 1 – President

The Alumni Association shall be under the day to day control of the President, who shall be custodian of the official seal, who shall at the time of election choose and maintain a Staff capable of adequately carrying out the affairs of The Alumni Association.

Section 2 – Presidential Elections and Terms

The inaugural President shall be appointed for a period of two (2) years. Each President shall hold office for a term of two (2) years, which shall begin on September 1st of an election year, and end on August 31st of the second consecutive year. To be eligible for the position of President, an individual must be nominated for the office of President in writing by 1 July of the election year. Platforms and voting will occur at the first meeting August. Each member of the Alumni Association shall vote once, by secret ballot. Proxy votes may be submitted to the current President in a sealed envelope. All votes shall be opened by the President and verified by the Executive Vice President at the time of voting; if the President and/or Executive Vice President are running for office, other impartial parties shall be appointed. A President will be elected by a majority vote of all voting members. If no majority is attained, a runoff election will be held at that time, with the present voters. If no majority can be reached after five (5) consecutive runoff votes, then the Board of trustees shall select the President from the runoff candidates. There is no limit to the number of terms, consecutive or otherwise, that an individual may hold as President.

Section 3 - Removal

The President may be removed anytime after a motion in writing is presented to the Board of Trustees, that has been ratified by majority vote of all of the members, not simply a quorum. The Board of Trustees shall then in turn vote on the removal. Should a President then be removed by a majority vote of the Board of Trustees, the Executive Vice President shall assume the duties of the President until the next formal election period. The Board of Trustees shall have the authority to remove a President Directly under Article III Sections 4 and 5.

Section 4 – President’s Staff

The Alumni Association Staff shall be at a minimum staffed with a President who shall select an Executive Vice President, as well as officers heading the following departments:

- Finance
- Operations
- Human Resources
- Procurement and Supply
- Public Relations

The President may, at his discretion, appoint individuals to head departments other than those listed here. The term of these departments shall be no longer than the remainder of the term of the current President.

Section 5 – Assistants

Each Staff Member may choose one or more Assistants to share the responsibilities of their position. Final approval of both the position being created and the individual nominated for said position rests with the President. Assistant Staff Members must have defined roles, and may attend Staff Meetings as experts in their area.

Section 6 - Eligibility

All active members of The Alumni Association may serve in a primary or assistant staff position on the Staff, providing that their appointment and approval occurs as defined in this Constitution.

Section 7 – Prior President

The prior President of The Alumni Association shall act in an advisory role to the current President.

Section 8 – Meetings & Events

The President shall set meeting schedule and be required to produce minutes from meetings. It is suggested that meetings be no less frequent than bi-monthly. It is further suggested that these meetings made to coincide in date with Board of Trustees Meetings, and Varsity Rifles meetings where possible. A social outing at the close of each meeting is encouraged.

Section 9– Reports

The President shall submit a quarterly report to the Board of Trustees, which shall include the current roster, a list of meetings or events held in the past quarter, and a list of meetings or events planned for the coming quarter. Reports will be posted for all on the official website.

Section 10 - Funding of Pershing Rifles Company Q-8 Events

Although the Alumni Association shall have no direct influence over any active Pershing Rifles company, they shall require that any disbursement of funds to an active Pershing Rifles Company be preceded by a request for funding approved by the Alumni Relations Office's process from the Hofstra University Alumni Organization account, to determine if such funding is in the best interest of the Alumni Association. That process shall be outlined in the Standing Operating Procedures (SOP) document. The Alumni Association and its members will always be available to the members of Company Q-8 Pershing Rifles on an advisory basis.

Section 11 – Funds

The treasurer and finance staff officer shall maintain an account of any manner using the Alumni Association's official name. The sources of those funds shall be dues, donations, recouped costs of an event from admission fees or the sale of promotional materials, not raised using Hofstra University's name. Additionally, the treasurer, and finance staff officer shall be responsible for the maintenance of funds kept in an account where Hofstra University shall act as the repository agent for those funds of the Association, raised using Hofstra University's name.

Section 12 – Promotional Materials

The President shall be responsible for a website. This will be the place where notifications are posted, rosters are available, forms can be downloaded, and links to promotional sites may be placed.

ARTICLE V: Membership

Section 1 - Anti-discrimination Policy

The Alumni Association does not discriminate against race, creed, national origin, color, age, religion, sex, disability, marital status, or sexual preference.

Section 2 – Classes

There shall be two classes of membership in Alumni Association:

a. Active

Members may be initiated into The Alumni Association as defined in this Constitution. Any individual holding Active status shall be eligible to introduce motions from the floor, to speak in regard to any question, to make nominations for office, and to vote on any question within the ranks of any Chapter.

b. Honorary

Honorary members may be initiated into The Alumni Association as defined in this Constitution. Honorary members of The Alumni Association are entitled to any and all benefits given to Active members, with the exceptions of the abilities to vote and hold office.

Section 3 – Eligibility

The Alumni Association may confer Active or Honorary status upon any eligible individual. An individual shall become eligible for Active status upon receiving the status of “Alumni” from the Society. This status shall be conferred upon any Pershing Rifleman who has completed pledging in Company Q-8, or has transferred as a full Pershing Rifleman to Company Q-8 and has served as a member of that company prior to leaving active Pershing Rifles status. Any individual, regardless of status in the Society, is eligible for Honorary status. However, if an individual attains both Active and Honorary status, the individual shall be viewed as an Active member.

Section 4 – Induction

An individual shall be granted Active status upon completing any and all membership requirements and forms set forth by the Alumni Association, and payment of initial dues. An individual shall be granted Honorary Status upon nomination by any Active member, the subsequent approval of the Alumni Association by majority vote, and the payment of initial dues. Honorary Members are not obligated to pay dues to hold Honorary Status, but are not entitled to the benefits of The Alumni Association unless all dues are current and paid.

Section 5 – Basic Rights

The Alumni Association may initiate any Active, Alumni, or Honorary member into the Alumni Association. The Alumni Association may not revoke the title of Pershing Rifleman from any individual. These actions are reserved for the undergraduate Society exclusively.

ACCEPTANCE

On this, the 1st day of May 2005, the members of the Inaugural Board of Trustees of the Q-8 Alumni Association do hereby accept this Constitution as the guiding document of The Alumni Association, and do agree to govern the organization by the guidelines set forth herein. For this purpose we do affix our signatures:

Chairman

Vice Chairman & President

Secretary

Stuart M. Klein

Treasurer

Trustee – Hofstra Liason

Trustee

Trustee

