

**BYLAWS
OF THE PLOVDIV ENGLISH LANGUAGE SCHOOL
ALUMNI ASSOCIATION**

ARTICLE I – NAME, PURPOSE

Section 1

The name of the organization shall be Plovdiv English Language School Association (PELSA). It shall be a nonprofit organization incorporated under the laws of the State of New York.

Section 2

PELSA is organized exclusively for charitable purposes. The purposes of this corporation are but not limited to the following:

- ✓ to support English Language School Plovdiv
- ✓ to build a network of alumni of English Language School Plovdiv
- ✓ to promote in an organized manner the best interests of the Plovdiv English Language School in establishing closer contact between the school and its alumni
- ✓ to create a scholarship program to assist young people in attending college

Section 3

PELSA is an Alumni Association, which provides equal opportunities for membership to all alumni and friends regardless of race, color, sex, age, creed, disability, national origin, sexual orientation, marital status or any other basis prohibited by state or federal laws.

ARTICLE II - MEMBERSHIP

Section 1 - Eligibility for membership

Any individual who has been a student of English Language School Plovdiv (ELS) or who has an interest in the school shall be considered a member of the Association upon graduation from ELS. The Association encourages spouses of alumni or friends of the school to be included in any activity in which they wish to participate.

Section 2

Only alumni of ELS shall have the right to serve as Directors and Officers, or be able to nominate individuals to serve in those positions.

Section 3 - Annual dues

There are no annual dues required for membership, unless otherwise appointed by the board.

ARTICLE III - ANNUAL MEETING

Section 1: Annual Meeting

The date of the regular annual meeting shall be set by the Board of Directors who shall also set the time and place.

ARTICLE IV - OFFICERS

Section 1

The ruling body of the Association will comprise of Board of Directors and Officers. Each director and officer shall be in good standing at the time of election, and shall maintain such standing throughout the term of office.

Section 2 - Board of Directors

The Board of Directors shall be responsible for overall policy and direction of the Association. There shall be three Directors. Their duties shall be as outlined in Article 5.

Section 3 – Officers

There shall be two Officers of the Association - Secretary and Treasurer. Their duties shall be as outlined in Article 5.

Section 4 - Meetings

The Board shall meet at least once every three months at an agreed upon time and place.

Section 5 - Board Elections

Officers shall be elected and installed before the end of the fiscal year. Board members shall serve 2 year terms (or other length of term at the discretion of the Association.) and are eligible for re-election.

Section 6 - Vacancies

In the event of a vacancy in office, the unexpired term shall be filled by appointment by the Board of Directors

Section 7 - Quorum

A quorum must be attended by at least 51 percent of the Board members before business can be transacted or motions made or passed.

Section 8 - Resignation, Termination and Absences

Resignation from the Board must be in writing and received by the Secretary. A Board member shall be dropped for excess absences from the Board if s/he has three unexcused absences from Board meetings in a year. A Board member may be removed for other reasons by a three-fourths vote of the remaining directors.

ARTICLE V - RESPONSIBILITY OF OFFICERS

Section 1

The Directors shall convene regularly scheduled Board meetings, shall preside or arrange for other members of the executive committee to preside at each meeting.

Section 2

The Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board members, and assuring that corporate records are maintained.

Section 3

The Treasurer shall chair the finance committee, assist in the preparation of the budget, help develop fundraising plans, and make financial information available to Board members and the public.

ARTICLE VI – COMMITTEES AND PROJECT TEAMS

Section 1

The Board may create committees and/or project teams as needed or where deemed necessary. The Board Directors appoint all committee chairs or project leaders.

Section 2

Project teams will have co-chairs to ensure that one person is not overly burdened with any one event or project. Project co-chairs recruit team members from the general membership of the Association. The officers will act in the capacity of resource members to the project co-chairs for whatever tasks need to be performed for the common good of the Association.

ARTICLE VII -FINANCE

Section 1

The fiscal year shall be January 1 of a calendar year to December 31 of the same calendar year.

Section 2

All monies collected by the Association shall be deposited in a bank checking or savings account and shall be disbursed by order of the Association. Two signatures shall be required for dispersal (Association's option.)

ARTICLE VIII - DISSOLUTION

Section 1

In the event of Association dissolution, all of its assets and net income, current and accumulated, remaining after the payment of its debts, obligations and claims shall be transferred to and

become the property of the Association, a nonprofit corporation exempt from the Federal Income Tax under Section 501 c 3 of the Internal Revenue Code of 1954.

ARTICLE IX - AMENDMENTS

Section 1

These Bylaws may be amended when necessary by a two-thirds majority of the Board of Directors. Proposed amendments must be submitted to the Secretary to be sent out with regular Board announcements.

These Bylaws were approved at a meeting of the Board of Directors of the English Language School Plovdiv Alumni Association on