

By-Laws  
Alumni Association of the Northern Lights Camps

Section I: Name, Affiliation and Purpose

- (1) The name of the organization shall be The Alumni Association of the Northern Lights Camps, abbreviated as AANLC, here after referred to as The Association.
- (2) The Association shall be affiliated with Northern Lights Council Camps (past and present) and the Northern Lights Council.
- (3) The purpose of The Association is as follows
  - i) To maintain the Memories, Spirit and Traditions of the Northern Lights Council Camps (past and present).
  - ii) To provide a means for alumni of the NLC Camps to maintain affiliation with each other and with the Camps.
  - iii) To contribute to the continued maintenance and development of the Camps' physical and human resources.
- (4) The Association recognizes the prior existence of the "Friends of Wilderness" association and welcomes members of that group to join The Association.
- (5) The Association will operate under Roberts Rules of Order.

Section II: Requirements and Procedure for Membership

- (1) Membership in The Association is open to all past camp staff members, campers, or anyone who has interest in the Northern Lights Council Camps (past or present).
- (2) To be a member in good standing, dues must be paid on a yearly basis (annual or sustaining) or a Life Membership can be paid in annual installments as indicated by the Board of Directors.
- (3) Membership is attained by completing a membership application and paying appropriate dues.
- (4) Paid camp staff members will receive a one year gratis membership to The Association beginning the summer they are employed.

Section III: Officers and Board of Directors

- (1) The Officers of The Association shall consist of a Past President, President, Executive Secretary/President Elect, and Northern Lights Council Liaison.
- (2) Election to the office of Executive Secretary/President Elect shall be open to all members in Good Standing on an annual basis. The term of office shall be from the annual meeting to the annual meeting for a one year term.
- (3) All elected officers shall change position in progression. The Executive Secretary/President Elect shall be elected to this/her position during the annual meeting. After serving his/her term, the Executive Secretary/President Elect will assume the position of President and the President will assume the position of Past President.
- (4) Officers shall be installed during the annual meeting and may only hold one elected office at a time.
- (5) The Board of Directors shall consist of the Past President, President, Executive Secretary/President Elect, Northern Lights Council Liaison, and three members at large. The Past President shall serve as Chairman of the Board of Directors.
- (6) Election of the three members at large to the Board of Directors shall be open to all members in Good Standing on an annual basis. The term of office shall be from the annual meeting to the annual meeting for a three year term. One member at large will be elected each year during the annual meeting.
- (7) Members at large shall be installed during the annual business meeting and may only hold one elected office at a time.
- (8) Petitions for nominations to the office of Executive Secretary/President Elect or member at large of the Board of Directors of The Association must be made at the beginning of the annual meeting.
- (9) Elections shall be conducted during the annual meeting. Only members in good standing who are present for the meeting may vote.

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- (10) Should the President of The Association step down or be removed, the Executive Secretary/President Elect will fill the position. A new Executive Secretary/President Elect will be appointed by a two-thirds majority vote of the Board of Directors and shall take office immediately. The appointment will then be subject to ratification by a vote of the general membership at the next annual meeting.
- (11) Should any other officer of The Association or member at large of the Board of Directors step down or be removed, a direct replacement shall be appointed by a two-thirds majority vote of the Board of Directors and shall take office immediately. The appointment will then be subject to ratification by a vote of the general membership at the next annual meeting.
- (12) The Board of Directors will have power to remove any officer or member at large of The Association on the basis of misconduct. Removal will be accomplished via a unanimous vote excluding the officer or member at large in question.
- (13) The Council Liaison shall be the current Northern Lights Council Director of Camping.

Section IV: Elected Officers' Duties:

- (1) President
  - A) Presides over The Association with the sole purpose of representing The Association and maintaining proper organizational functioning.
  - B) Appoints committee chairmen with approval of the Board of Directors during the annual meeting.
  - C) Prepares an agenda for each meeting of The Association.
- (2) Executive Secretary/President Elect
  - A) Assumes the duties of the President in his/her absence.
  - B) Performs duties of Secretary and Treasurer of The Association.
    - i) Takes minutes of all general meetings of The Association and the Board of Directors. Provides to the Board of Directors within 10 days of such meetings a written copy of the Minutes.
    - ii) Maintains necessary correspondence between The Association and the general membership.
    - iii) Maintains all financial records of The Association and presents a written financial report at all meetings of the Board of Directors. Collects annual dues and deposits them in The Association's operating account. Provides an itemized ledger balance report to the Board of Directors prior to all meetings of the Board.
- (3) Past President/Chairman of Board of Directors.
  - A) Acts as Parliamentarian.
  - B) Acts as Chairman of the Board of Directors.
  - C) Responsible for assigning members of the Board of Directors to serve on each Association Committee.
- (4) Board of Directors Member at Large
  - A) Serves on Association Committee(s) upon the request of the Chairman of the Board of Directors.
  - B) Serves to provide The Association with continuity, heritage, tradition, and spirit fostered by the Northern Lights Council Camps (past and present).

Section V: Northern Lights Council Liaison

- (1) Serves as the primary liaison between The Association and the Northern Lights Council.
- (2) Aids in identifying and selecting projects for The Association.

Section VI: Committee Positions

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- (1) Publications Committee
  - A) Shall consist of a committee chair appointed by the President and approved by the Board of Directors.
  - B) Provides an avenue of communication for The Association membership.
  - C) Publishes, at a minimum, three newsletters to be distributed to all members in good standing.
- (2) Alumni Achievement Award Committee
  - A) Shall consist of a committee chair appointed by the President and approved by the Board of Directors, and a minimum of five committee members.
  - B) Shall solicit annual nominations for the Alumni Achievement Award and select the nominee to present to the Board of Directors for approval.
  - C) Shall follow established guidelines for selection and recognition approved by the Board of Directors.
- (3) Fall Fellowship Committee
  - A) Shall consist of a committee chair appointed by the President and approved by the Board of Directors.
  - B) The focus of the committee shall be to provide an event for members of The Association to re-unite in friendship and to provide service to the facilities and/or personnel of Northern Lights Council Camps.
- (4) Staff Week Committee
  - A) Shall consist of a committee chair appointed by the President and approved by the Board of Directors.
  - B) The focus of the committee shall be to provide an event for members of The Association to re-unite in friendship and provide mentoring and support to the current year staff in cooperation with the Camp Director and his/her staff.
- (5) Open House Committee
  - A) Shall consist of a committee chair appointed by the President and approved by the Board of Directors.
  - B) The focus of the committee shall be to provide an event for members of The Association to re-unite in friendship and provide promotion and understanding of camp operations to parents of staff members, the local community, and other supporters of the Northern Lights Council camps.
- (6) Membership Committee
  - A) Shall consist of a committee chair appointed by the President and approved by the Board of Directors.
  - B) Recruits and maintains membership.
  - C) Maintains a roster of members in good standing
  - D) Maintains a historical record of yearly membership of The Association.
- (7) Camp Staff Scholarship Committee
  - A. Shall consist of a committee chair appointed by the President and approved by the Board of Directors.
  - B. Shall promote the scholarship fund and solicit donations.
  - C. Shall promote and solicit applications for the scholarship fund.
  - D. Shall form a committee to review and approve the scholarship applications.
  - E. Shall make recommendations to the board for the distribution of funds.
- (8) History Committee
  - A. Shall consist of a committee chair appointed by the President and approved by the Board of Directors.
  - B. The focus of the committee shall be to preserve and collect historical and memorabilia from the past and present camps of the Northern Lights Council.
  - C. Find ways to allow access to the collection to our members and the camp.
- (9) Ad-Hoc Committee
  - A) Shall consist of a committee chair appointed by the President and approved by the Board of Directors
  - B) Shall have a defined purpose and fixed duration as set by the Board of Directors.

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Section VII      Events of The Association

- (1)      The Association shall schedule at a minimum the following events within the calendar year:
  - A) Annual Open House
  - B) Fall Fellowship
  - C) Staff week
- (2)      Additional events can be organized upon the approval of the Board of Directors.

Section VIII:    Meetings of The Association

- (1)      The Association will conduct an annual meeting to be held during the Annual Open House.
- (2)      The Board of Directors will meet as needed to review and act on the business of The Association. These meetings may take place in person, or via other communication venues.
- (3)      A special meeting of The Association may be called by the President, the Past President/Chairman of the Board of Directors or at the request of the majority of the Board of Directors.
- (4)      A quorum for Association meetings will consist of those members present. A quorum for meetings of the Board of Directors shall be a minimum of four Directors.

Section IX:      Dues of The Association/Finance

- (1)      Dues shall be collected annually before the Annual Meeting.
- (2)      The annual dues shall be set by vote of the membership during the annual meeting.
- (3)      The annual dues will be used to offset the cost of operating The Association.
- (4)      In the event The Association is dissolved, all remaining funds after expenses are paid, will be given to the Northern Lights Council and designated for use in the Council Camps, or shall be spent on an in-kind gift to be given to the Northern Lights Council Camps.

Section X:      Amendments:

- (1)      These By-Laws shall be subject to amendment at any regular or special meeting of The Association provided such amendment has been submitted in writing to the Board of Directors at least one month prior to such meeting. A two-thirds vote of the members present shall be required to amend these By-Laws.

Date of By-Law Approval: July 5, 2002

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