

# CONSTITUTION Of the Association of the West Point Class of 1970



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### **ARTICLE I NAME**

This association shall be named The Association of the West Point Class of 1970 (“Class Association” or “Class”).

### **ARTICLE II PURPOSE AND OBJECTIVE**

**Section 1. Purpose.** The purpose of the Class Association shall be to continue and strengthen the bonds between its Members, and to further the ideals of West Point.

**Section 2. Objective.** The objective of the Class Association is to provide a focal point that optimizes the relationships among all Members, facilitates communication and administration of Class affairs, enhances Class interaction with and support for West Point and the West Point Association of Graduates (“WPAOG”), and effectively manages Class Association financial matters.

### **ARTICLE III OFFICES**

The Class Association shall be headquartered at the WPAOG Alumni Center, Herbert Hall, 698 Mills Road, West Point, New York, or wherever the Executive Board, as defined herein, may designate.

### **ARTICLE IV MEMBERS**

**Section 1. Classification.** The Class Association shall have Regular Member and Associate Members and may include Honorary Members (collectively “Members”).

1. Regular Members. USMA 1970 graduates are Regular Members.

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2. Associate Members. Former cadets who were members of the Class of 1970 and are associate members of WPAOG in good standing are qualified to be Associate Members.

### **Section 2. Honorary Members.**

- a. Honorary Member Status in the USMA1970 Class of 1970 may be granted to individuals who have made significant contributions to the USMA Class of 1970 and/or to West Point on behalf of the Class over an extended and sustained period. Honorary Members of the Class of 1970 will demonstrate and live up to the Class Motto of “Serve with Integrity” and the West Point Motto of “Duty, Honor, Country”. Spouses will not be considered as they already have a special place in the Class and their contributions are already acknowledged, respected and appreciated.
- b. Any regular member may nominate an individual for Honorary Membership by a brief nomination letter (no more than two pages) endorsed by two other classmates. Nominations will be submitted to the Chairman of the Recognition Committee (or successor committee established pursuant to this Constitution). The letter should clearly state the relationship the nominee has to the class and the specific contribution(s) the nominee has made to the Class of 1970 and to West Point.
- c. At least three-fourths of the Class Officers must approve the nomination, in person or electronically.
- d. The Regular Member making the recommendation and at least one Class Officer will personally inform the honorary member and present him/her with a certificate of membership suitable for framing. The Class of 1970 will be informed via electronic communication and Class Rosters will be updated.

**Section 3. Voting.** Regular and Associate members in good standing may vote on Class Association matters. Voting on Class matters may be conducted at Class Business Meetings in person, by written and signed proxy, or electronic or postal mail, as managed by the Class Information Officer with the support of the WPAOG.

## **ARTICLE V OFFICERS**

**Section 1. Classification.** The Class Officers shall be comprised of honorary and regular Class officers. The regular Class Officers, as designated in Section 3 below, shall comprise the Executive Board and shall be the voting members of such Board.

**Section 2. Honorary Class Officers.** Honorary Class Officers, including a President, a Vice President, a Secretary, a Treasurer, and a historian/scribe, are those elected by the Class prior to graduation in 1970 or who have subsequently held those offices prior to the 40th reunion in 2010. Honorary Class officers have no responsibility for Class Association administration.

**Section 3. Regular Class Officers.** Regular Class Officers (“Class Officers”) shall include a President, a Vice President, a Secretary, a Chief Financial Officer, a Chief Historian/Scribe, a Chief Information Officer, a Chief Giving Officer and a NCEA Officer. These Class Officers shall perform the duties prescribed by this Constitution. Unless otherwise provided in this Constitution, any of these Class Officers may also serve in other designated roles identified herein.

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a. President. The President shall direct the Executive Board as described in Article V and chair Board and Class meetings. The President shall be an ex officio member of all Class committees except the Nominating Committee.

b. Vice President. The Vice President shall perform duties set by the President and in the President's absence, chair Board and Class meetings.

c. Secretary. The Secretary shall maintain minutes of the Executive Board and Class business meetings, and timely distribute copies of the minutes to the Class. The Secretary maintains lists of Class sons and daughters attending West Point, and other Class business records as directed by the Executive Board. The Secretary shall also coordinate all Class meetings not specifically associated with reunion activities.

d. Chief Financial Officer. The Chief Financial Officer shall monitor the Class Association WPAOG Administrative Fund, as described in Article IX, and conduct transactions as directed by the Executive Board. The Chief Financial Officer shall transfer funds to the WPAOG Administrative Fund as required to maintain an adequate working balance in the Administrative Fund and maintain accurate records of all receipts to and expenditures from the Administrative Fund. The Chief Financial Officer shall provide a financial report to the Executive Board at all Executive Board meetings, and at all Class business meetings.

e. Chief Historian/Scribe. The Chief Historian/Scribe shall Chair the Class Association History Committee, which shall create and maintain a written history of Class accomplishments, both collective and individual. The Chief Historian/Scribe shall manage the submission of the "Class Notes" for publication through current media venues working with the Class Chief Information Officer and WPAOG. He shall assist the Chief Information Officer in maintaining current Class address/phone number information. He shall also be responsible for accurately and timely maintaining records of Class members' deaths, and along with the Chief Information Officer, posting notices of the passing of members on WPAOG and USMA1970 online media. Working with the USMA1970 Class Memorial Committee, he will assist in preparing WPAOG Memorial articles and the timely authoring and publishing Member obituaries in TAPS Magazine or any similar WPAOG publication.

f. Chief Information Officer. The Chief Information Officer shall help keep USMA1970 electronically connected in concert with WPAOG, using all available Information Technology Resources. He shall have primary responsibility for enhancing and improving Class communication through technology.

g. Chief Giving Officer. The Chief Giving Officer shall chair the Class Association Giving Committee. He shall be responsible for the development of plans and all fundraising for Class Association gifts to and for the support of West Point.

h. NCEA Officer. The NCEA Officer shall act as the liaison among the members, the Executive Board, WPAOG, and the Simon Center for the Professional Military Ethics regarding the National Conference on Ethics in America.

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**Section 4. Election.** An election of Class Officers shall be conducted every fifth anniversary of the class graduation year, during the first week of June on a date fixed by the Class Nominating Committee, as defined below. Class Officers shall be Regular Members elected by ballots prepared by a Class Nominating Committee composed of Regular Members appointed by the Executive Board. The Nominating Committee shall submit nominations to the Members electronically or by postal mail no later than 30 days before the date established for the election by the Nominating Committee. Voting shall be conducted by WPAOG and shall close not later than 15 days before the designated election date. Officers shall serve for five years, or until successors are elected; unless they die, resign, or are removed. Term of office shall begin on the designated election date and run until installation of a successor.

**Section 5. Vacancies.** Vacancies resulting from resignation, removal, or death of a Class officer will be promptly filled by majority vote of the Executive Board, and end upon election of a permanent replacement at the next designated election date. When the Presidency shall become vacant, the Vice President shall assume the position of President until the next election conducted pursuant to Section 4, above. In the interim, until a new Vice President is elected, the Executive Board may then fill the Vice-Presidency position.

**Section 6. Removal.** A Regular Association Officer may be removed from office on a recall petition signed by at least one hundred (100) Members and a two-thirds majority vote of those Members responding within 60 days in a subsequent vote. A Regular Association Officer shall automatically be removed from office by failing to participate in at least 50% of the quarterly meetings in any two-year period or failing to participate in three consecutive quarterly meetings.

### ARTICLE VI EXECUTIVE BOARD

**Section 1. Membership.** Regular Association Officers shall constitute the Executive Board.

**Section 2. Voting.** A majority of the Executive Board members constitute a quorum. Executive Board decisions shall be by majority vote at a meeting in which a quorum is present in person or by telephonic or video connection. Votes may be conducted by unanimous consent of all Members, in writing or by electronic communication.

**Section 3. Responsibilities.** The Executive Board shall oversee all Class Association affairs between its business meetings, including time and place of board meetings, make recommendations to the Members, and other duties as specified in this Constitution. The Executive Board shall organize Class activities, direct use of Class Association funds and at all times endeavor to serve the collective wishes of the Members. None of its acts shall conflict with decisions made by vote of the Members.

**Section 4. Meetings.** The Executive Board shall meet at least quarterly, in person or by telephonic or electronic means at a time and place chosen by the President or his delegate. Minutes of the meetings shall be taken by the Secretary, or a person designated by the Secretary and promptly distributed to the Members by electronic or other means.

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### **Section 5. Authorization to Incorporate and seek Internal Revenue Code Tax-Exempt Status.**

The Executive Board is authorized to incorporate the Class Association and seek IRC 501(c) tax-exempt status, consistent with this Constitution if the Executive Board determines such action(s) would be beneficial to the Class Association.

## **ARTICLE VII COMMITTEES**

**Section 1. Nominating Committee.** The Executive Board shall designate five Regular or Associate Members who are not members of the Executive Board to serve as a Nominating Committee. The Committee shall nominate at least one candidate for each office within the timelines identified in Article V above.

**Section 2. Reunion Committee.** On the occasion of Class reunions, the Executive Board shall designate a Reunion Committee Chair and Vice Chair, who in turn will appoint committee members, as they deem appropriate. The Reunion Committee, through its Chair, shall be responsible to the Executive Board for planning, timely reporting on progress, and executing the reunion and any other Class “mini- reunions”, award ceremonies, or other Class-wide events, as designated by the Executive Board, to include, but not limited to, setting up reunion financial accounts separate from other Class Association accounts, raising and dispersing of funds associated with the planning and conduct of the reunion, and returning any money remaining to the Class Association General Fund.

**Section 3. History Committee.** The Chief Historian/Scribe will seek volunteers to timely assist him in the collection and assembly of historical information regarding the Class of 1970 and Members. He will coordinate with other committees involved with related activities such as memorial articles and special events. He shall maintain records of all published memorial articles relating to Members.

**Section 4. Giving Committee.** The Chief Giving Officer shall appoint committee members. This committee will be responsible to the Executive Board and will work with the WPAOG Class Giving Officer (or equivalent), to research and recommend appropriate gifts of benefit to West Point.

**Section 5. Communications Committee.** The Chief Information Officer shall Chair the Communications Committee and appoint committee members to be responsible for maintaining the Class information, including postal and email addresses, phone numbers, employment data, spouse and children’s names, and dates and places of death and interment of Members. The Communications Committee will work closely with the Secretary and the Chief Historian/Scribe to collect and distribute data to Members and will assist the Reunion Committee to facilitate maximum Member participation in reunions, and the Giving Committee in developing information that supports fundraising.

**Section 6. Other Committees.** Such other committees, standing or special, and their chairs, may be appointed by the President as informed to the Executive Board. All such committee members must be Members. Chairs of the committees established pursuant to this Section 7 shall be “Standing Attendees, invited to attend all Executive Board meetings.

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## ARTICLE VIII MEETINGS

**Section 1. Class Business Meetings.** Regular business meetings of the Class shall occur at each five-year reunion, and more frequently if directed by the Executive Board. The Class business meetings shall be for the purpose of updating Members, installing new officers, receiving reports of officers and committees, and acting on any other Class business that may arise. The Executive Board may schedule a Class business meeting by giving not less than 30-days advance written or electronic notice to all Members. If more than 10% of all living Members petition for a special Class Business meeting, the Executive Board shall within 30-days schedule a special Class business meeting by giving not less than 30-days advance written or electronic notice of the meeting to all Members.

**Section 2. Quorum.** Those Members present at the Class Business Meeting in person, by proxy, or via video communication, regardless of number, shall constitute a quorum.

## ARTICLE IX FUNDS

**Section 1. Class Funds.** The Class may maintain Gift and Administrative Funds with WPAOG and separate General and Reunion Funds.

a. **Gift Fund.** The Gift Fund includes monies donated to WPAOG for gifts to be made to West Point. Consistent with this Constitution, the Executive Board is authorized to direct expenditures by WPAOG from the Class Gift Fund for approved gift needs. Once monies have been deposited in the Gift Fund they may not be moved to any other funds without the approval of the Executive Board.

b. **WPAOG Administrative Fund.** The WPAOG Administrative Fund includes monies deposited with WPAOG to be used by the Class Association consistent with WPAOG objectives, including normal Class business, such as flowers for deceased Members, Class mementos for sons and daughters of Members upon graduation from West Point, and costs associated with publishing and distributing newsletters and other Member communications. Administrative Funds may be transferred to the Gift Fund.

c. **Reunion Fund.** A Reunion Fund may be established by the Reunion Committee to pay for Class reunions. It shall be administered by the Chief Financial Officer; this Fund will include all monies collected to fund reunion events. Once payment is made to cover all expenses associated with the reunion, Reunion Fund monies remaining after all reunion expenses have been paid shall be transferred to the Class Association Administrative Fund.

**Section 2. Reports.** The Chief Financial Officer shall report quarterly to the Executive Board as to all Class Association fund transactions, e.g., monies received, interest earned, and expenses, and report same to the Members at Class business meetings, covering all fund activity since the last Class Association business meeting. The Secretary, through the Executive Board and the Chief Information Officer shall timely provide a copy of all financial reports to the Members.

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**Section 3. Expenditure Authority.** The Executive Board can approve use of Class Association funds for Class memorials, advance deposits for reunion activities, and normal Class Association business. The Executive Board may authorize other expenditures consistent with approval of the Members obtained from Class Association business meetings.

### **ARTICLE X AMENDMENT OF CONSTITUTION**

This Constitution may be amended at any Class business meeting by the approval of a majority of the surviving Members in a vote managed by the Class Information Officer and supported by the WPAOG.

### **ARTICLE XI DISSOLUTION**

When there are insufficient Members willing to constitute an Executive Board capable of administering Class Association affairs, the Class Association shall be dissolved. Once the Class Association is dissolved, all Class Association funds will be distributed equally among the existing class endowment funds.

This amended constitution is hereby adopted in accordance to provisions, as attested by the Class President.

JIM SULLIVAN President