

**CONSTITUTION**  
**THE ALUMNI ASSOCIATION of the**  
**TENNESSEE SCHOOL FOR THE BLIND**

Adopted June 4, 1966  
(Amended 1973, 1975, 1985, 1989, 1991, 1994, 2005)

**ARTICLE I: NAME**

The name of this organization shall be the Alumni Association of the Tennessee School for the Blind.

**ARTICLE II: PURPOSE**

The purpose of this Association shall be to form a union of the graduates and former students of the Tennessee School for the Blind and to promote the interest of the School, its alumni, and the blind in general.

**ARTICLE III: MEMBERSHIP**

**Section 1: Active Membership**

Any graduate or former student who was regularly enrolled in, and did creditable work at the Tennessee School for the Blind for one year, and who is no longer a student in either an elementary or a high school, is eligible for membership in this Association, and upon payment of dues, becomes an active member.

The privilege of voting and of holding office shall be limited to those members who have paid their dues for the current year, except for the current graduating class, which is exempt from the payment of dues for the first year.

**Section 2: Honorary Membership**

By a majority vote of the active members present and voting at any annual meeting of the Association, honorary membership may be bestowed upon any person who is at least eighteen (18) years of age and has shown an outstanding interest in the welfare and progress of the Tennessee School for the Blind, its Alumni Association, and/or the blind in general. Honorary members shall be entitled to all the privileges granted to such members in like organizations.

**ARTICLE IV: DUES, FEES AND OTHER FUNDS**

**Section 1: Dues**

Association dues shall be established by a majority vote of the members of the organization and be paid at or before the time of registration for the annual meeting; however, honorary members and current year graduates are not subject to the payment of dues.

**Section 2: Registration Fees**

The Executive Committee shall establish the amount of the registration fee for each annual meeting and shall notify the members of such fee prior to the time of the annual meeting. All persons, with the exception of children under 12 years of age and current year graduates who attend the annual meeting, shall be required to pay a registration fee.

All persons, including children, who attend the annual meeting, shall be required to

pay for meals and lodging in accordance with the rules prescribed by the School Administration.

### **Section 3: Other Funds**

The Association may accept contributions and raise any monies by fund raising projects authorized and approved by the membership.

## **ARTICLE V: OFFICERS AND THEIR DUTIES**

### **Section 1: Officers**

The officers of the Association shall consist of a President, three Vice-Presidents, a Recording Secretary, a Corresponding Secretary, a Field Secretary, and a Treasurer.

### **Section 2: Duties of Officers**

#### ***A. President***

It shall be the duty of the President to preside at all meetings of the Association and meetings of the Executive Committee, to appoint committees, and to perform all other duties customarily required of any presiding officer.

#### ***B. Vice-Presidents***

It shall be the duty of the Vice-presidents, in their respective order, to perform the duties of the President in his/her absence and/or upon his/her request.

#### ***C. Recording Secretary***

It shall be the duty of the Recording Secretary to record and keep the minutes of all meetings of the Association and of the Executive Committee, and to read the minutes of the previous meeting at the next assembly. He/she shall also keep a current roll of all members and shall perform any other duties pertaining to this office.

#### ***D. Corresponding Secretary***

It shall be the duty of the Corresponding Secretary to carry on all correspondence of the Association and to perform all other duties pertaining to this office.

#### ***E. Field Secretary***

It shall be the duty of the Field Secretary to promote the interest in, and growth of the

Association, to encourage all alumni to attend and participate in the annual meetings, and to further in every way possible the advancement of the Tennessee School for the

Blind and its alumni.

#### ***F. Treasurer***

It shall be the duty of the treasurer to collect and account for all funds belonging to the

Association, with the exception of the Loan Fund, to pay all bills, and to report annually, after having the accounts certified by the Auditing Committee.

The Association shall provide bond for the Treasurer in an amount sufficient to cover all funds belonging to the Association, with the exception of the Loan Fund.

## **ARTICLE VI: ELECTION OF OFFICERS**

All officers shall be graduates of the Tennessee School for the Blind having been awarded academic diplomas from said school. They shall be elected biannually on

Saturday of the convention by a majority vote of those voting. A secret ballot shall be used when electing contested offices of the association.

## **ARTICLE VII: MEETINGS**

### **Section 1: Annual Meetings**

The Alumni Association of the Tennessee School for the Blind shall hold an annual meeting at the said school, the time to be selected by the Executive Committee, subject to approval by the School Administration.

### **Section 2: Called or Special Meetings**

Upon written request of at least ten (10) active members, the President shall call a special meeting, provided that he/she shall notify by letter each member two weeks before the time of the said meeting.

## **ARTICLE VIII: COMMITTEES**

### **Section 1; Executive Committee**

A. There shall be an Executive Committee composed of the eight (8) elected officers, three (3) additional members appointed by the President, and the immediate past president who may serve for one (1) biennium.

B. It shall be the duty of the Executive Committee to carry on the affairs of the Association between annual meetings, to include the expenditure of funds available from a budget to be annually approved by the Association, to fill vacancies which may occur in elective offices and/or committees, to do the work of the Association and plan for its advancement and best interest, and to report its activities to the next annual meeting.

Two weeks written notice shall be given prior to meetings of the Executive Committee.

### **Section 2: Loan Fund Committee**

A. There shall be a Loan Fund Committee composed of three (3) members: one to be elected by the Association, the second to be appointed by the President, and the third to be chosen by the Executive Committee, which shall name the Chairman.

The

Chairman of the Loan Fund Committee shall be bonded.

B. It shall be the duty of the Loan Fund Committee to receive applications for loans only from active members in good standing, to judge the soundness of the security offered and to make loans when the security is acceptable to the said committee.

Although then members of the committee are required to make every effort to collect all loans, no individual member of the committee shall be personally responsible for any loss through default of a borrower, nor shall the committee as a whole be held responsible for any such loss.

### **Section 3: Auditing Committee**

A. There shall be an Auditing Committee composed of three (3) members. The first member shall be elected by the Association, the second member shall be appointed by the President, and the third member shall be elected by the Executive Committee.

B. It shall be the duty of the Auditing Committee to examine most carefully the records of the Treasurer and the Loan Fund Committee, to verify receipts and

disbursements, and to report the findings to the Association at the next annual meeting.

**Section 4: Nominating Committee**

A. A Nominating Committee composed of active members of the Association shall be appointed by the President.

B. It shall be the duty of the Nominating Committee to select one or more candidates from the active membership for all offices and for the elective positions on committees, and to make a report of its selections at the Saturday business session of the annual meeting.

**Section 5: Ways and Means Committee**

A. There shall be a Ways and Means Committee composed of active members of the

Association, appointed by the President.

B. It shall be the duty of the Ways and Means Committee to make all arrangements, including those of special functions, for the annual meeting.

**Section 6: Legislative Committee**

A. the President may appoint a Legislative Committee composed of active members of the Association.

B. It shall be the duty of the Legislative Committee to promote constructive legislation for the blind -- local, State and Federal, to cooperate with the School Administration and with other agencies and committees in the furtherance of the education and the general welfare of the blind.

**Section 7: Credentials Committee**

A. There shall be a Credentials Committee composed of active members of the Association, appointed by the President.

B. It shall be the duty of the Credentials Committee to look into the eligibility of persons applying for membership in the Association and to report its findings to the open meeting.

**ARTICLE IX: QUORUM**

Twenty-five active members shall constitute a quorum at any annual meeting. Fifteen active members shall constitute a quorum at any special meeting, and a majority of the members of the Executive Committee shall constitute a quorum at any Executive Committee meeting.

**ARTICLE X: AMENDMENTS**

This Constitution may be amended by a majority vote of the active members present and voting at any annual meeting, provided the amendment has been introduced and read at two (2) previous sessions; or, by unanimous consent of the active members present and voting at any annual meeting, an amendment may be considered and enacted provided it receives a two-thirds majority vote.

**ARTICLE XI: RULES OF ORDER**

Roberts Rules of Order, Revised, shall govern in all cases not provided for in this Constitution.

This Constitution, adopted June 4, 1966, with amendments in 1973, 1975, 1985, 1989,

1991, 1994, and 2005 supersedes all previous Constitutions of the Alumni Association of the Tennessee School for the Blind.