

BYLAWS OF CASE-KENTUCKY

- I. **NAME:** The name of this organization shall be CASE-Kentucky (CASE-KY).
- II. **PURPOSE:** The purpose of this organization shall be to promote professionalism among the individuals working in institutional advancement at schools and colleges in Kentucky.
- III. **MEMBERSHIP:** All advancement professionals working in Kentucky to support and promote education shall be deemed members of CASE-KY.
- IV. **OFFICERS:** The officers of CASE-KY shall be the President, the President-Elect, the Secretary, and the Treasurer.
- V. The **PRESIDENT** of CASE-KY will be selected by the Board of Directors of CASE-KY and will hold all powers and duties normally assigned to a president. The President shall serve one two-year term. The President may not be re-elected. The President is a member of the Board of Directors, with vote, and shall be the presiding officer of the Board of Directors.
- VI. The **PRESIDENT-ELECT**, the **SECRETARY**, and the **TREASURER** of CASE-KY will be selected by the Board of Directors from the members of the Board of Directors of CASE-KY. Each of these officers shall have all powers and duties normally assigned to said office. Additionally, the **PRESIDENT-ELECT** shall serve as CASE-KY conference program chair. The term shall be two years for all officers. Each officer may not be re-elected to the same office.
- VII. The Board of Directors of CASE-KY shall consist of twelve (12) persons elected at the annual conference and the immediate past president of CASE-KY serving ex-officio, with vote. Elected directors shall serve three-year terms. No elected director shall serve more than two consecutive terms unless filling an unexpired term or serving as an officer. At its discretion, the Board of Directors may select up to an additional three directors to serve ex-officio, with vote, from among individuals holding positions such as coordinator of CASE National or District III mini-conferences held in Kentucky. A simple majority of directors (half of the directors plus one) shall constitute a quorum at a board of directors meeting.
- VIII. Any **VACANCY** occurring on the Board of Directors of CASE-KY or in the position of **OFFICER** of CASE-KY shall be filled by election by the Directors of CASE-KY. No officer or director of CASE-KY may be removed or shall be presumed to have resigned unless:
 - Said person shall submit a resignation in writing to the President of CASE-KY
 - Or, the President of CASE-KY receives notice in writing that said person is no longer affiliated with a CASE-KY member institution
 - Or, said person does not attend the Annual Conference of CASE-KY and said person does not inform the President of CASE-KY of the reasons for the absence within seven days of the Annual Conference

Or, said person fails to attend two consecutive or three non-consecutive meetings of the Board during his or her term and his or her position as a Director has been declared vacant by the President. The vacancy must be validated by a majority vote of the Board.

- IX. Annual Conference: CASE-KY shall hold an annual conference in the fall of each year. Said Annual Conference shall be held in the Commonwealth of Kentucky and shall be held during normal business hours. Every member of CASE-KY shall be mailed written notice of the conference at least fifteen (15) days in advance of the conference. The following business shall be conducted at the Annual Conference:
- A. Election of members filling vacant terms to the Board of Directors of CASE-KY.
 - B. A Treasurer's report on the financial condition of CASE-KY shall be presented.
 - C. Other business as deemed fit by the President and the membership.
- X. QUORUM: The members in attendance at the business session of the annual conference constitute a quorum.
- XI. NOMINATIONS: At the Annual Conference, the CASE-KY Board of Directors shall present nominations for the positions of Directors. Individuals may not be nominated unless they are present or have consented in writing to serve (if elected). Nominations will also be accepted from the floor. In presenting nominations and in selecting Directors and Officers, members should strive to maintain the diversity of individuals, institutions, and professions that is characteristic of CASE and CASE-KY.
- XII. In all VOTING before the membership of CASE-KY each registered participant shall be allowed one vote.
- XIII. AMENDMENTS: These Bylaws may be amended by a vote of two-thirds of the members present. These Bylaws may also be amended by a vote of two-thirds of the members at a special meeting called by the president of CASE-KY for that purpose. All members of CASE-KY shall be mailed a written notice of said special meeting at least fifteen (15) days before the meeting. Any bylaw changes to be recommended to the membership must be endorsed by two-thirds of the Board of Directors. This does not preclude motions from amendments made during the annual business meeting.

Adopted 12/97