

# **CEDAR PARK FFA ALUMNI CHAPTER CONSTITUTION**

## **ARTICLE 1: NAME AND PURPOSE**

Section A: The name of this organization shall be the Cedar Park FFA Alumni Chapter.

Section B: The purposes of this chapter shall be:

- 1) To support and promote the FFA Organization, FFA activities and agricultural education on the local, state and national levels.
- 2) To provide a tie to the FFA and to assist FFA and agricultural educations personnel to involve former members and other interested in supporting worthy activities.
- 3) To promote greater knowledge of agricultural industry and support education in agriculture.
- 4) To cooperate with the Cedar Park FFA Chapter and the Texas and National FFA Alumni Associations.
- 5) To promote and maintain an appreciation of the American Free enterprise system.
- 6) To promote the personal development aspects of the FFA.

## **ARTICLE 2: ORGANIZATION**

Section A: The Cedar Park FFA Alumni Chapter is a chartered local affiliate of the Texas FFA Alumni Association that is chartered by the National FFA Alumni.

Section B: This Cedar Park FFA Alumni Chapter accepts in full the provision in the constitution and by-laws of the Texas and National FFA Alumni Associations.

## **ARTICLE 3: EMBLEM**

The gold FFA emblem with the word Alumni below it shall serve as the emblem of the Cedar Park FFA Alumni Chapter.

## **ARTICLE 4: MEMBERSHIP**

Membership shall be open to former active, collegiate and honorary FFA members, present and former professional agricultural educators, parents of FFA members and others interested in the FFA, upon payment of dues.

## **ARTICLE 5: EXECUTIVE BODY**

Section A: The executive body for Cedar Park FFA Alumni Chapter shall be the Cedar Park FFA Alumni Council.

Section B: The Cedar Park FFA Alumni Council shall consists of 8 persons

- 1) Four officers elected at-large by the membership
- 2) Four elected standing Committee Chairpersons.
- 3) The local FFA advisor(s) shall serve as ex-officio non-voting member(s).

Section C: All members of the Cedar Park FFA Alumni Council must be active members of the FFA Alumni Associations.

Section D: The Cedar Park FFA Alumni Council shall elect a President, Vice-President, Secretary and Treasurer from the chapter membership. Should the office of the President become vacant, the Vice-President shall assume the duties of the President. Also, a member from the chapter cannot become President without holding the office of Vice-President.

Section E: Duties of the officers shall be consistent with those usually appertaining to these positions.

## **ARTICLE 6: OFFICERS**

Section A: All officers will be elected to serve two-year terms.

Section B: The terms of the office shall begin on May 31<sup>st</sup> to the following May 31<sup>st</sup> at which time the Officers may shift positions.

### Section C: Officer Duties

#### President

- Preside over meetings using parliamentary procedure.
- Represent the Chapter in public relations and official functions.
- Coordinate the activities of the Chapter.
- Be a role model and set a positive example for the other officers and members.
- *Serve as additional signee on all depository accounts unless Treasurer lives in the same household.*

#### Vice-President

- Assume all duties of the President if necessary.
- Serve as chairperson of the Chapter Development Committee
- Coordinate all committee work
- Work with the President and advisors to assess progress toward meeting Chapter goals.
- Establish and maintain a Chapter resource file.
- *Serve as additional signee on all depository accounts.*

#### Secretary

- Prepare and post the agenda for each Chapter and Executive Council meeting.
- Prepare and present the minutes of each Chapter and Executive Council meeting.
- Serve as chairperson of the Communications Committee.
- Maintain member attendance and activity records and issue membership cards.
- Have all necessary documents and records on hand for each Chapter meeting.

#### Treasurer

- Receive, record and deposit FFA Alumni Chapter funds and issue receipts.
- Serve as chairperson of the Earnings, Savings and Investments Committee.
- Present monthly treasurers reports at Chapter meetings.
- Collect FFA Alumni Dues.
- Maintain a neat and accurate record of receipts and disbursements that will be subject to annual audit and review.
- *Serve as primary signee on all depository accounts.*

#### FFA Advisor(s)

- *Serve as additional signee on all depository accounts.*

Section D: Any officer committing any actions that do not fulfill officer duties, follow guidelines for members in good standing, and/or violates the FFA code of ethics will be subject to review by the Alumni Council for possible removal from office.

## **ARTICLE 7: STANDING COMMITTEES**

Section A: The Standing Committees are:

- 1) Chapter Development — chaired by the Vice-President
- 2) Communications — chaired by the Secretary
- 3) Community Awareness — elected chairperson
- 4) Earnings, Savings and Investments — chaired by the Treasurer
- 5) Memberships — elected chairperson
- 6) Project Center — elected chairperson
- 7) Scholarship — elected chairperson

Section B: The terms of Committee Chairperson shall begin May 31<sup>st</sup> and end May 31<sup>st</sup> the following year.

Section C: The duties of the Standing Committee Chairpersons shall be consistent with those usually appertaining to these positions.

Section D: Any Committee Chair member committing any actions that do not fulfill duties, follow guidelines for members in good standing, and/or violates the FFA code of ethics will be subject to review by the Alumni Council for possible removal from office.

## **ARTICLE 8: MEETINGS**

Section A: The Cedar Park FFA Alumni Executive Council shall meet once per month. Meeting may be called by the President or by a majority of the Executive Council members upon petition to the Secretary.

Section B: There shall be a regular monthly meeting of the membership of the Cedar Park FFA Alumni Chapter. The regular monthly meeting shall be approximately two hours long. The Cedar Park FM Alumni Executive Council may call additional membership meetings.

Section C: All meetings shall be conducted according to Robert's Rules of Order.

## **ARTICLE 9: DUES**

The annual dues of the Cedar Park FFA Alumni Chapter shall be recommended by the FFA Alumni Executive Council and fixed by the majority vote of the members present at the April (May) meeting. State and National dues must be paid on a calendar membership year basis for all active FFA Alumni members. No members shall be considered an active member and in good standing unless full dues are paid.

## **ARTICLE 10: AMENDMENTS**

Section A: The Constitution of the Cedar Park FFA Alumni Chapter may be amended or changed at any regular meeting by a two-thirds vote of the active members present providing it is not in conflict with the constitution of the State or National FFA Alumni Association.

Section B: Proposed amendments to the constitution of the Cedar Park FFA Alumni Chapter may be submitted by any active member and must be in written form and received by the Chapter Secretary prior to the regular monthly Chapter meeting. Proposed amendments to the constitution shall be approved by at least three members of the FFA Alumni Executive Council before being submitted to the membership for consideration.

Section C: Amendments to the By-Laws of the Cedar Park FFA Alumni Chapter may be adopted to fit the needs of the Chapter at any regular Chapter meeting by a majority vote of the active members present providing such By-Laws in no way conflicts with the Constitution and By-Laws for the State and National FFA Alumni Associations.

Section D: Proposed amendments to the By-Laws of the Cedar Park FFA Alumni Chapter may be submitted by any active member and must be in written form and received by the Chapter Secretary prior to the regular monthly Chapter meeting. Proposed amendments to the By-Laws shall be approved by at least three members of the FFA Alumni Executive Council before being submitted to the membership for consideration.

#### **ARTICLE 11: SCHOOL AND COMMUNITY RELATIONS**

It is the intent and purpose of the Cedar Park FFA Alumni Chapter to become an active and integral part of the Cedar Park High School family of support organizations and extracurricular activities. This includes support and promotion of a spirit of cooperation among and between its members and other school related groups.

**CEDAR PARK FFA ALUMNI CHAPTER BY-LAWS**  
**(revised 4-6-2006)**

**ARTICLE 1: FFA ALUMNI CHAPTER BY-LAWS**

These By-Laws shall be considered a part of the Constitution of the Cedar Park FFA Alumni Chapter

**ARTICLE 2: LOCATION OF PRINCIPLE OFFICE**

Cedar Park High School  
2150 Cypress Creek Road  
Cedar Park, Texas 78613  
512-435-8300

**ARTICLE 3: PROCEDURE FOR SELECTIONS OF CEDAR PARK FFA ALUMNI EXECUTIVE COUNCIL MEMBERS**

Section A: The five members of the Cedar Park FFA Alumni Executive Board that are selected from the Membership Chapter at large shall be elected by majority vote at the April (May) meeting, Each member in good standing shall be entitled to one vote.

Section B: The five members of the Board shall be the four constitutional officers and the junior member liaison.

Section C: Whenever a vacancy occurs on the Cedar Park FFA Alumni Executive Board, other than from the expiration of the terms of office, the local FFA Alumni Board shall appoint a person to fill the un-expired term of office.

**ARTICLE 4: DUTIES OF THE ALUMNI EXECUTIVE COUNCIL**

Section A: It shall be the duty of the FFA Alumni Executive Board to direct the operation of the chapter in accordance with its constitutional purposes. It shall be responsible for planning the programs and activities in which it is advisable for the chapter to participate.

Section B: The FFA Alumni Executive Board may appoint such committees necessary to further the work of the Cedar Park FFA Alumni Chapter.

**ARTICLE 5: MEETINGS**

The monthly Alumni Chapter meeting shall be held on the 3rd Tuesday at 6:30 p.m. at the Computer Science Classroom at Cedar Park High School unless announced in advance of any change in meeting place.

The monthly Alumni Executive Council meeting shall be held at least one week prior to Alumni Chapter meeting. The meeting place is determined and published as needed.

**ARTICLE 6: FISCAL YEAR**

Section A: The fiscal year of the Cedar Park FFA Alumni Chapter shall be determined by the members of the Chapter according to the Constitution and By-Laws.

Section B: The fiscal year shall follow the National FFA Alumni Association Fiscal year, which shall be August 1 through July 31 of the next succeeding calendar year.

Section C: The financial records may be inspected by any member or his/her agent or attorney at any reasonable time.

Section D: Any Board or Committee Chair member committing any actions that do not fulfill duties, follow guidelines for members in good standing, and/or violates the FFA code of ethics will be subject for review by the Alumni Executive Board for possible removal from service. Any person or family banned from another group, event or show may be prevented from membership in Cedar Park Alumni.

#### **ARTICLE 7: DUES**

Annual dues are \$35.00 for individual and 50.00 for families.