

**CONSTITUTION OF THE
SAGINAW VALLEY SCHOOL BUSINESS OFFICIALS
ASSOCIATION**

ARTICLE I – NAME

The name of this Association shall be: **Saginaw Valley School Business Officials Association**.

ARTICLE II – AIMS AND OBJECTIVES

The aims and objectives of the Association shall be the establishment and promulgation of the highest standards of ethics and efficiency in business methods and practices, the improvement of education, and the promotion of professional growth of its members.

ARTICLE III – MEMBERSHIP

Membership in the Association shall consist of active and honorary members. Honorary membership shall consist of former officials of the Association who no longer are employed in school administration, and such other persons as the Association may from time to time elect.

Active membership shall be restricted to persons employed in the administration of Saginaw Valley Schools.

Dues shall be assessed in September and payable in October. Each participating school or school district shall only be required to pay one membership, regardless of the number of participants.

ARTICLE IV – FISCAL YEAR

The fiscal year of the organization shall be from July 1 to June 30, both inclusive.

ARTICLE V – OFFICERS

The officers of the Association shall consist of a President, Vice-President, and Secretary-Treasurer. All officers shall take office July 1 of the year elected, or as otherwise indicated by the general membership.

Every year a new officer shall be elected. The term of each officer shall be three years: One year as Secretary-Treasurer, one year as Vice-President and one year as President.

ARTICLE VI – EXECUTIVE COMMITTEE

The Executive Board shall consist of all elected officers and the immediate Past-President shall be ex-officio to members of the Executive Committee.

In case of vacancy of any office, the remaining members of the Executive Committee shall have the power to fill the vacancy.

ARTICLE VII – MEETINGS

The Association shall hold at least seven (7) regular meetings per year and other meetings as may be decided by the Executive Board, with sufficient notice to each member. The time and location for all regular meetings shall be communicated to the membership at the September meeting.

Minutes will be taken at each meeting and will be distributed to all members prior to the following meeting.

ARTICLE VIII – ELECTIONS

The election of officers shall take place in May. Nominations shall be from a Nominating Committee appointed by the President. Other nominations may come from the membership at the May meeting. Elections shall be by those members in attendance at the meeting.

ARTICLE IX – QUORUM

Membership present at a properly scheduled meeting shall constitute a quorum for transaction of business.

ARTICLE X – AMENDMENTS

Changes and additions to the Constitution and By-Laws may be made at any meeting, provided the membership has been notified of the resolution or change at least two weeks prior to the meeting. Two-thirds majority of active membership shall be necessary for changes and additions.