

# Knox Fifty Year Club Constitution

## I. The Name and Mission Statement

The full name of this society shall be the Knox Fifty Year Club or FYC. The Club office shall be located at Knox College in Galesburg, Illinois.

The mission of the Knox College Fifty Year Club is to connect alumni and friends sharing common memories and eras to inform, educate, engage, and support Knox College to keep its history and its future alive.

## II. Purpose

It shall be the purpose of the Knox Fifty Year Club to:

- Provide members with an association that promotes their social interaction and camaraderie and that shall facilitate their desire to assist and support Knox College.
- Provide at least one gathering annually where official business of the Knox Fifty Year Club may be conducted. This may happen at Commencement, Homecoming, or at an off-campus event.
- Collect, update, and preserve the histories of members and their Knox experience.
- Publish at regular intervals a periodical called the “Fifty Year Club *Bulletin*” that shall serve as a medium for news, personal updates, and histories among the members.

## III. The Members

All persons who attended at least one academic year at Knox College shall automatically become members of the Knox Fifty Year Club 50 years after graduation or 50 years after the class with which they were associated graduated.

## IV. Honorary Members

Honorary membership may be extended to those who exhibit an active interest and a desire to promote the purpose of the Knox Fifty Year Club. Such persons shall be nominated by Club members, friends, family, or members of the Knox College community. The names of nominees shall be forwarded to the Executive Committee for consideration with final approval by FYC members at the next meeting.

## V. Scroll of Honor

The Scroll of Honor is an award presented to members, including honorary members, in recognition of that member’s lifetime achievements in the service of their community, society, or humanity. Knox Fifty Year Club members, friends or family, or members of the Knox College community may submit a name and biographical information for consideration as a Scroll of Honor nominee. Up to three awards shall be presented annually pursuant to the procedures established by the Executive Committee from time to time.

## VI. Officers

The officers of the Club shall consist of the President, First and Second Vice Presidents, and Secretary-Treasurer.

#### Section 1. Duties

The President shall preside at meetings whenever possible; perform the duties prescribed by Parliamentary Authority, and serve as the Chair of the Executive Committee. The President shall appoint standing committees, create special committees, and call special Executive Committee Meetings if the need arises.

The First Vice President shall participate on the Executive Committee and perform the duties of the President in the absence of the President.

The Second Vice President shall participate on the Executive Committee and perform the duties of the First Vice President in the absence of the First Vice President.

The Secretary-Treasurer shall participate on the Executive Committee, record the minutes of all meetings, and report on the Club's financial position.

#### Section 2. Election of Officers—Nominations

All officers shall be elected for two years.

#### Section 3. Executive Committee

The Officers shall comprise the Executive Committee.

### **VII. Meetings**

#### Section 1. Regular Meetings

There shall be at least one annual gathering to conduct the business of the Knox Fifty Year Club. It may be held during the weekend of Commencement, at Homecoming, or at an event off campus.

#### Section 2. Special Meetings

Special meetings to conduct the business of the Knox Fifty Year Club may be called by the President, College staff, or by a majority of the Executive Committee.

#### Section 3. Events and Gatherings

Special events and gatherings may be sponsored by or held on behalf of the Knox Fifty Year Club at various times and locations throughout the United States. Members, honorary members, and friends of Knox College shall be encouraged to attend and to celebrate their Knox College affiliation.

### **VIII. Induction of New Members**

The members of the Class having attained its 50th anniversary year shall be inducted into the Knox Fifty Year Club. The Class shall be recognized at a celebration in conjunction with their 50th Reunion.

### **IX. Membership**

Annual and lifetime memberships will be established by the Executive Committee. All memberships paid shall be used to support the Knox Fifty Year Club.

## **X. Committees**

### **Section 1. Standing Committees**

There shall be three Standing Committees. Those standing committees shall be the Constitution Committee, the Nominating Committee, and the Scroll of Honor Committee. Each Standing Committee shall be composed of a chair and two or more members.

### **Section 2. The Scroll of Honor Committee**

The Scroll of Honor Committee shall be appointed by the President with the assistance of the College staff. Each member of the Scroll of Honor Committee shall serve a two-year term. The Committee shall vote on nominees submitted by the Fifty Year Club staff. The nominees shall then be submitted to the Executive Board for approval.

### **Section 3. The Nominating Committee**

The Nominating Committee shall be appointed by the President and shall submit to the members a slate of candidates for approval.

### **Section 4. The Constitution Committee**

The Constitution Committee shall meet at least once every five years to review and to recommend, if needed, amendments and updates to the Constitution.

### **Section 5. Standing Committees**

Standing Committees shall be appointed by the President. The President may also appoint any Special Committees deemed necessary at any time.

## **XI. Parliamentary Authority**

Robert's *Rules of Order* shall be the authority in all meetings of Club procedure not covered by this Constitution.

## **XII. Amendment of Constitution**

This constitution may be amended at any meeting by a vote of 2/3 of the members in attendance and voting at that meeting. The proposed constitution must be provided to the members at least fourteen (14) days prior to the meeting date.

## **XIII. Dissolution of the Club**

In the event of dissolution, abandonment, or termination of the Club, the assets under control of the Club, after current indebtedness has been paid, shall go to the permanent Knox College Endowment.

Revisions made by P.M. Clayton, 8/28/2022