

# BYU LAW SCHOOL ALUMNI ASSOCIATION

## BYLAWS

APRIL 2, 2004

### ARTICLE I

#### ESTABLISHMENT AND NAME

There is hereby established an alumni association, consisting of all persons who have attended the J. Reuben Clark Law School at Brigham Young University, hereinafter the "Law School." The name of this association is the Brigham Young University Law School Alumni Association, hereinafter the "Association." The Association shall function as a voluntary, unincorporated association affiliated with the Law School.

### ARTICLE II

#### MISSION AND PURPOSES

The Association is devoted to assisting the Law School in fulfilling its educational and professional mission and to serving the professional needs of its members. It does this primarily through:

- A. Fostering and maintaining good relations with law students, alumni, and the legal community as a whole;
- B. Supporting annual and special fundraising efforts for the Law School;
- C. Facilitating communication between alumni, both by class and in general; and
- D. Planning and supporting alumni and law student socials and events.

The Association draws on the philosophy and personal example of J. Reuben Clark, Jr. and joins with the J. Reuben Clark Law Society in seeking to encourage high moral and professional standards throughout the legal profession.

It is not intended that the Association own property or hold assets or otherwise undertake activities which would subject it to reporting to any unit of state, local or federal government. It is contemplated that activities involving property or funds will be handled in conjunction with the Law School and that the Law School will hold and account for any such property or funds.

## ARTICLE III

### AFFILIATION WITH J. REUBEN CLARK LAW SOCIETY

The Association has no formal affiliation with the J. Reuben Clark Law Society. While the Association shares many of the same general goals and objectives of the Law Society and alumni of the Law School are automatically made members of the Law Society, the Association is a separate organization with unique goals and objectives that are specifically designed to meet the needs of the alumni and the Law School. These include tracking graduates of the Law School by graduating class, sponsoring class reunions and class gifts through fundraising efforts directed at members of specific classes, and organizing meetings, seminars, and continuing legal education opportunities for alumni. They also include sponsoring events and publishing newsletters or bulletins that may be of interest primarily to graduates of the Law School. The Association President, President-elect, or Immediate Past President may be invited to serve on the National Board of the Law Society for purposes of coordination and communication.

## ARTICLE IV

### PRINCIPAL OFFICE

The principal office of the Association shall be 239 JRCB, Brigham Young University, Provo, Utah 84602.

## ARTICLE V

### ORGANIZATION

#### A. Board of Directors

##### 1. General Powers

The business and affairs of the Association shall be managed by the Board of Directors, hereinafter the "Board." The Board may adopt procedures for its own management and for the management of the Association.

##### 2. Number of Members and Tenure

The Board shall consist of three representatives from each graduating class of the Law School and from each currently enrolled Law School class, hereinafter, "Class Representatives." The number of members may be changed by the Board as needed. Each Class Representative appointed to the Board shall serve a term of three (3) years. Terms shall expire on December 31. The immediate past President of the alumni board shall serve as an ex-officio member of the Board for one (1) year following his/her term of office.

3. Board Meetings

Meetings of the Board shall be held at least annually, at such time and place as determined by a majority of the Board, hereinafter “Annual Meeting(s”). The President may call meetings of the Board as needed to attend to the business and carry out the purposes of the Association.

4. Quorum

A majority of the members of the Board shall constitute a quorum for the transaction of business at any Board meeting. At all Board meetings, a member of the Board may vote in person or by proxy executed in writing by the board member. Such proxy shall be delivered to the Executive Director before the meeting. No proxy shall be valid after six months from the date of its execution, unless otherwise provided in the proxy.

5. Appointment of Board Members

The Board, originally comprised of volunteers appointed by the administration of the Law School, shall with the approval of the Executive Board, appoint members to the Board whenever there is a vacancy due to resignation or expiration of terms according to the following guidelines:

a. Annual Vacancies

- (1) Each class will experience one vacancy at the end of each calendar year, hereinafter Annual Vacancies.
- (2) On the first Monday of May, the Law School will send an announcement inviting alumni to nominate themselves or other alumni to fill “Annual Vacancies.”
- (3) Nominations will be forwarded to the Nominating Subcommittee Chair.
- (4) Class Representatives will contact their nominated classmates to determine their interest in and willingness to serve a three-year term on the Board. The three Representatives from each class will jointly submit a recommendation to the Executive Board to fill the Annual Vacancy.
- (5) The Executive Board will review the recommendations and, if the names are approved by the Executive Board, the President will extend the invitations to serve on the Board.

- (6) Class Representatives will notify the candidates who are not selected. Their names will be kept for future reference, should there be an interim vacancy.
- (7) Annual Vacancies shall be filled in a timely manner so that newly appointed Class Representatives can attend the Annual Meeting for training prior to the commencement of their terms of office.
- (8) Annual Vacancy appointments will be ratified by the Board during the next Annual Meeting.

b. Interim Vacancies

- (1) When an unexpired term on the Board occurs due to a resignation (hereinafter “Interim Vacancy”), the Class Representatives for the affected class will be notified and they will review the list of potential candidates retained from the Annual Vacancy selection process. Steps 4 through 8 above will then be followed.
- (2) If there is no list of potential candidates, the Law School will send an announcement to class members and Steps 3 through 8 above will be followed.

6. Prior to each year’s graduation, the Executive Board will solicit nominations and oversee the appointment of three Class Representatives for that graduating class.

B. Officers

1. President

The President shall be the principal officer of the Association and shall have such duties and powers as prescribed from time to time by the Board. The President shall be subject to the direction of the Board and shall serve a term of one year.

2. President-elect

At the expiration of the term of the President, the President-elect shall automatically become President and the Vice-president shall become the President-elect. The President-elect shall assist the President and shall have such other duties and powers as prescribed from time to time by the Board. The President-elect shall be subject to the direction of the Board and shall serve a term of one year.

### 3. Vice-president

At the expiration of the term of the President-elect, the Vice-president shall automatically become the President-elect. The Vice-president shall assist the President and shall have such other duties and powers as prescribed from time to time by the Board. The Vice-president shall be subject to the direction of the Board and shall serve a term of one year.

#### (a) Selection of the Vice-president

- (1) On the second Monday in September, the President will call for nominations from the Board for the position of Vice-president.
- (2) Only Board members may be considered for the Vice-president position.
- (3) The Executive Committee will contact all candidates to determine their interest in and willingness to serve a three-year term as an officer, culminating in service as President of the Association.
- (4) The Vice-president is selected by the members of the Executive Board upon recommendation and approval by the Executive Committee.
- (5) The Executive Committee will notify the candidates who are not selected. Their names will be kept for future reference, should there be an interim vacancy in an officer position.

#### (b) Ratification of the Vice-president

The person selected by the Executive Board to serve as the Vice-president will be ratified by the Board during the next Annual Meeting.

### 4. Past President

- (a) At the expiration of his/her term, the President may continue as an ex-officio member of the Board and Executive Committee for one additional year in the capacity of Immediate Past President.
- (b) Past Presidents will be invited to serve on the Alumni Board Advisory Council

C. Executive Director

The Executive Director of the Association is the BYU Law School Assistant Dean of Alumni Relations

D. Committees and Subcommittees

1. The board shall designate standing committees and subcommittees to meet the goals and mission statement of the Association. The standing Committees are the Membership Committee, Giving Committee, and Alumni Weekend/Events Committee.
2. The Executive Committee shall recommend members of the Board to serve as committee chairs, Co-chairs, Chairs-elect, and Subcommittee Chairs.

E. Executive Committee

1. Membership

The Executive Committee of the Association is the administrative group designated to exercise the powers of the Association Board between meetings and to report such actions to the Executive Board. The Executive Committee has discretionary authority for all matters of business before the Alumni Association Board, unless authorization for such matters is otherwise specified herein. The executive committee shall be comprised of 9 (nine) members including the President, President-elect, Vice-president, the three standing committee chairs, the Executive Director, the Law School Associate Dean of External Relations, and the Law School Associate Dean of Internal Relations.

2. Meetings

The Executive Committee will meet weekly, or as directed by the officers, to discuss matters of Association business.

F. Executive Board

1. Membership

The Executive Board is comprised of the following members: The Executive Committee, up to two additional members from each standing committee, and other members as recommended by the Executive Committee.

2. Meetings

The Executive Board will meet monthly or as directed by the Executive Committee.

G. Alumni Board Advisory Council

1. Membership

The Advisory Board is comprised of all past Alumni Board Presidents.

2. Meetings

The Advisory Board shall meet at least annually at the annual Board meeting.

ARTICLE VI – AMENDMENTS

These bylaws may be amended by a majority vote of the Board. Any amendment to these bylaws shall be made in consultation with the administration of the Law School.