



## Leadership Saline County By-laws

Revised September 18<sup>th</sup>, 2019

### ARTICLE I- NAME & ORGANIZATION

This organization shall be known as Leadership Saline County. Leadership Saline County is an unincorporated entity operating in all areas of Saline County, Arkansas.

### ARTICLE II- PURPOSE

Section 1- Program Objectives- Leadership Saline County is a program to develop a corps of informed, committed, and qualified individuals capable of providing dynamic leadership for Saline County. The objectives of the program are to:

- a) Identify and select highly motivated, emerging leaders to participate in the program.
- b) Systematically inform, challenge, and otherwise educate the participants regarding the opportunities and needs of the community, as well as the dynamics of social and economic change.
- c) Counsel the participants on management and leadership skills and their applications to volunteer leadership positions.
- d) Develop interpersonal relationships among the participants, which will enable them to work together on community projects.
- e) Create a dialogue and rapport among the participants and existing community leadership.
- f) Identify organizational and individual opportunities for community involvement and assist the placement of participants in these positions.

The program is carried out in a series of sessions with the content, frequency and schedule determined annually by the Board.

Section 2- No Political, Religious or Partisan Activities- Leadership Saline County shall be non-partisan, non-sectarian, and non-political. The words "non-political" and "non-partisan" as herein shall be construed to mean solely that Leadership Saline County shall not engage in any activities favoring or opposing any issue or proposal or the election of any candidate for the office, or any political party, group or faction.

## ARTICLE III- PARTICIPATION

**Section 1- Eligibility and Selection**- Any person having an interest in the objectives of Leadership Saline County and who has either been a resident of Saline County, for one (1) year prior to September 1 of the current year or has demonstrated a commitment to Saline County shall be eligible to participate. (If less than one (1) year, an occupational commitment to remain in Saline County will be required.) Applications for participation shall be in writing on forms provided for that purpose and signed by the applicant. The election of the Leadership Saline County class members shall be by the Board. Any applicant so elected shall become a member upon payment of the annual tuition.

**Section 2- Tuition**- Tuition fees shall be at such a rate as prescribed by the Board. Tuition may be returned to a participant who notifies the Board of the inability to participate at least 15 days prior to the class session. All decisions regarding tuition refunds shall be a majority vote of the Board. If a class member fails to meet attendance requirements due to medical reasons, he or she may be reinstated in the next year's class for a fee.

**Section 3- Attendance/Graduation**- The annual Leadership program will consist of a number of monthly sessions to be determined by the class or Board organizing the program. Participants are strongly encouraged to attend the Class Project Event unless absence is approved by the board. A participant will not graduate if his/her total number of absences from all sessions exceeds the annual limit set by the organizing class or Board.

**Section 4- Class Project**- A class project/event is required to raise funds for a charitable event or organization of the class choosing as approved by the Board. Of the funds raised, the greater amount of either \$2,500 or 50% of total funds raised will be given to the Board for the awarding of scholarships to students of Saline County and/or miscellaneous expenses and the remaining funds to the approved charitable project/event. The class project/event shall not benefit any current class member, their employer, and/or associated agencies unless otherwise voted on and approved by the board.

## ARTICLE IV- FUNDS

All recipients from the tuition grants and other sources shall be deposited in a general account maintained by the Board on behalf of Leadership Saline County. These funds shall be used to operate the program. Financial activity and balances will be reported to the Board. There will be two (2) separate accounts set up. One (1) will be for the Class and the other for the Alumni. If Leadership Saline County (LSC) desires additional funds, the LSC Alumni and LSC Class may transfer funds to and from either of the LSC accounts as needed.

There will be a quarterly review and/or audit of the accounts by members of the Alumni Board at the Alumni meetings.

## ARTICLE V- BOARD

**Section 1- Number, Term and Composition**- The affairs of LSC shall be under the management of its Board. The Board shall consist of thirteen (13) members, eleven (11) Board members representing the three previous classes and two (2) members-at large to be nominated by the Board and elected by the Alumni Association. The class officers (President, Vice-President, ~~and~~ Secretary/Treasurer, and Media Manager) of each class will automatically become Board members on July 1<sup>st</sup> following their graduation. Those class officers will serve a three (3) year term with the senior three (3) Board members retiring from the Board. The at-large Board members will be elected as needed and will serve their one (1) and two (2) year terms as needed. While there will always be two (2) at-large

members on the Board, there may also be additional at-large members elected if a replacement is needed for another member. That replacement will complete the original term of the original member.

**Section 2- Officers**- the Board shall elect the following officers:

- a) *President*- to lead all Board meetings and act as the chief officer of the Board.
- b) *Vice-President*- to assist the President in the performance of his/her assigned responsibilities and act as the chairman in his/her absence.
- c) *Treasurer*- to reconcile the General Account. The Treasurer shall also prepare the annual budget and the quarterly financial statements for approval by the Board no later than the first day of the upcoming class.
- d) *Secretary*- to maintain minutes of the quarterly Board meetings as well as any special meetings. If the Secretary is unable to attend any meeting, he/she will obtain a replacement for that meeting. The Secretary is responsible for forming a social media and advertising committee to promote the alumni relations and the organization as a whole. This is to include but is not limited to social media, website, print and digital advertising and events.

Officers shall be graduates of Leadership Saline County (LSC) and shall serve a term of one (1) year from July 1<sup>st</sup> to June 30<sup>th</sup>, but may be reelected to the same office for one (1) additional one-year term. The new President and Board replacements will be selected and in place by the July Board meeting to enable the Program Committee to begin planning for the next year's programs.

**Section 3- Duties**- The incoming Board shall address the four (4) primary areas of responsibility for each of the class sessions: Program, Selection, Finance and Nominating. These areas are to be addressed by forming separate committees or by the entire Board.

- a) *PROGRAM*: The Board (or Program Committee) shall recommend the subjects and format of the program each year. It shall recommend program change so that, overall, LSC will change as necessary to meet the anticipated needs of the community. Periodic reviews of all the phases of the program shall be conducted, and the Board shall approve appropriate changes.
- b) *SELECTION*: The Board shall set a policy detailing how nominees are solicited. Applications are to be delivered to nominees at least ninety (90) days prior to the first program day. The Board shall vote on all LSC nominees for acceptance or rejection into the current class.
- c) *FINANCE*: The Board shall be responsible for proposing a budget and sources of funding no later than first day of the upcoming class. The Board shall decide the number of partial scholarships, if any, and the funding of said scholarships each year. The Board shall set the tuition for each class prior to distributing applications.
- d) *NOMINATING*: The Board shall recommend members to fill the at-large Board seats as well as the slate of officers on the Board. The class seat selections will be decided by the class.

**Section 4- Board Attendance**- Any Board member who misses three (3) unexcused quarterly meetings in one (1) class year (July 1<sup>st</sup>-June 30<sup>th</sup>) shall automatically be removed from membership on the Board. The Board will determine whether or not an absence is excused.

**Section 5- Board Member and Officer Vacancies**- The Board shall vote to replace any vacated officer positions with a current Board member. The newly elected officer shall complete the remainder of the vacated term.

**Section 6- Quorum**- A majority of the Board membership shall constitute a quorum.

## ARTICLE VI- MEETINGS

**Section 1- Frequency of Meetings**- The Board shall meet at least quarterly. The location will be announced by the President. The President or any four (4) members of the Board may also call a special meeting of the Board.

**Section 2- Notice of Special Meetings**- Notice of a Special Meeting shall be given in writing at least 24 hours before the meeting. A member of the Board may waive notice of the meeting either before or after the meeting. Attendance at a meeting shall constitute waiver of any requirement of notice unless the member attends solely for the purpose of objecting to the meeting.

## ARTICLE VII – ALUMNI

The Leadership Saline County Alumni Association is recognized as an Alumni Organization. Any Alumni Organization shall operate as a separate entity and may meet periodically to study community issues to consider ways of supporting the educational programs for current and future LSC participants and to consider community projects the organization may undertake as a group.

## ARTICLE IX- PROGRAM DIRECTOR

The President with a majority of the vote of the Board may employ a Program Director as needed to implement and facilitate the class days throughout the year. The Program Director shall be charged with carrying out policy set by the Board. The Program Director shall serve as planner and coordinator of each LSC activity and be responsible for public relations. The Program Director shall keep a permanent binder as a record of class activities and accomplishments throughout the class year. The binder will be kept at the Benton Area Chamber of Commerce office for reference by the Board.

## ARTICLE X- AMENDMENTS

These by-laws may be amended or altered by the Board with a motion and a two-thirds vote of the quorum present at the regular meeting of the Board.