

1961 Constitution

Duly Approved in Zoom Class Meeting on March 25, 2020

ARTICLE I. Name and Principal Place of Business

The name of the organization shall be the Class of 1961 of Dartmouth College (the "Class"). Its principal place of business shall be Hanover, New Hampshire, at the Blunt Alumni Center of Dartmouth College or such other location as Dartmouth College (the "College") shall designate from time to time as the center for relations with its Alumni.

ARTICLE II. Purpose

The purposes of the organization shall be to promote, foster and encourage the development and maintenance of friendships, collegiality and camaraderie among the Class by sponsoring events, group travel and otherwise further the enjoyment and pleasure of the classmates and their families gained from such participation and involvement and to develop a strong and enduring Class structure in order to further the interests, welfare, and educational purposes of Dartmouth College, and to provide financial resources for the College, for so long as the Class is in existence and Dartmouth College remains organized exclusively for charitable, educational or scientific purposes within the meaning of Sections 501 (c) (3) and 170 (b) (1) (A) of the Internal Revenue Code of 1986, as amended. A final purpose is to provide emotional assistance to classmates and to widows of deceased classmates requesting same directly or indirectly.

ARTICLE III. Membership

All persons who entered the College with the Class of 1961, or who transferred from another College class or another college directly into the Class of 1961, or who graduated as of the Class of 1961 whether at the regular Commencement or at some other time, or who were elected to formal membership at a regular Class meeting and subsequently approved by the College, are members of this organization. In addition, current spouses of members of the Class and spouses of deceased members of the Class are honorary members of the Class.

ARTICLE IV. Meetings

Section 1. There shall be a meeting of the Class at every fifth-year reunion. Other meetings may be in or out of Hanover, called by the President at any time, as deemed necessary, and shall be considered Class meetings for the purpose of this Constitution so long as written notice or notice by electronic mail is sent to each member of the Class in good standing at least 30 days prior to the date for which the meeting is called. Such notice may be waived by a majority vote of those attending.

Section 2. Ten (10) percent of the dues-paying members of the Class as of the preceding June 30, as determined by the Class Treasurer, shall constitute a quorum, whether present in person or by proxy. A quorum is required to elect a new slate of officers every 5 years, to approve one-time expenditures of more than \$10,000, and to approve revisions to our class Constitution.

Section 3. Robert's Rules of Order shall govern.

ARTICLE V. Suffrage

All members of the Class shall be entitled to vote at all meetings, except that a member and spouse (other than a spouse who has been formally adopted by the Class and approved by the College) shall be treated as having one vote and except that any member whose Class dues have not been paid for the prior fiscal year at the date of any Class meeting shall forfeit the right to vote at the meeting. A member whose dues are in arrears may regain his/her right to vote by paying his/her dues for the current fiscal year.

ARTICLE VI. Eligibility to hold office

All members of the Class qualified to vote under Article V shall be eligible for election or appointment to any Class office and shall be eligible for appointment to any Class committee. To become a principal officer (President, Vice President, Secretary, Treasurer, Head Agent), a spouse member or spouse of a deceased member must be formally adopted by the Class and approved by the College.

ARTICLE VII. Executive Committee

Section 1. The Executive Committee shall constitute the policy-making body of the Class and act in its behalf concerning the Class and its affairs. The Executive Committee may authorize expenditures of up to \$10,000 by majority vote.

Section 2. In addition to the officers described in Article VIII, the Class, at its fifth-year major reunion meeting shall attempt to elect at least 10 representatives to the Executive Committee or 10 percent of the class, whichever is less. The President may appoint additional members of the Executive Committee, with the expectation that chairs of class initiatives would be among those appointments (if not already on the Executive Committee) and subject to the approval by a majority of the members of the then existing Executive Committee.

Section 3. The Executive Committee shall make recommendations on major issues such as selection of new class projects or expenditure of more than \$10,000. Any five members of the Executive Committee may request that any other action of the Executive Committee be designated a "major issue," so the final action would be decided by vote at the next meeting of the Class.

Section 4. The Class officers shall constitute a standing subcommittee of the Executive Committee, empowered to make operating and administrative decisions, authorize individual expenditures of up to \$3,500, develop strategies for meeting class goals and objectives, and make recommendations to the Executive Committee.

Section 5. Meetings of the Executive Committee in person or by conference call shall be held once every three months. Special meetings of the Executive Committee may be held at such time and place or in such manner as the President or any three other officers may determine. From time to time, the President may submit individual issues for discussion and vote entirely by electronic mail or facsimile.

Section 6. At least five days in advance of any meeting of the Executive Committee, the Secretary shall develop an agenda and distribute it to all members of the Executive Committee by electronic mail. He shall distribute details of substantial issues by electronic mail

in advance for vote. Members of the Executive Committee who cannot be present for the meeting may submit their views -- and vote -- via electronic mail or facsimile. Additional items may be added to the agenda by two-thirds vote of those present. If the meeting has been called at the request of other class officers, they shall be responsible for distribution of the agenda and supporting documents.

ARTICLE VIII. Officers

Section 1. At the class meeting in conjunction with every fifth-year major reunion, the Class shall elect a President and at least one Vice President, Secretary, Treasurer, Head Agent, and Webmaster ("Elected Class Officers"). All officers elected by the Class shall come from nominations by the Nominating Committee or by ballot from one or more write-in candidates.

Other officers, such as Newsletter Editor, Bequest (BTS) Chair, Communications Officer, Reunion Chair, Reunion Giving Chair, Mini-Reunion Chair, Class Counsel, Robert Frost Endowment Chair, Class of 1961 Legacy Chair, Class Memorialist, Women's Initiative Committee Chair, Special Classmate Awards Committee Chair, Class and Classmate Alumni Awards Archive Committee Chair, and Nominating Committee Chair, shall be appointed by the President and approved by the Executive Committee. The President can appoint other Officers and/or Executive Committee members as the need arises, subject to the approval of the Executive Committee.

Section 2. As an "older" Class, subsequent to our 55th Reunion, each year thereafter (or as otherwise determined by the Alumni Council) the class officer group shall nominate, subject to the approval of the Class' Executive Committee, one member of the Class as eligible to be an Alumni Council Representative for the "older" Class group.

Section 3. The Elected Class Officers shall have the power at any time to remove from office any officer or member of a committee who, in their opinion, is not serving the best interests of the Class or the College.

Section 4. A vacancy among Elected Class Officers as defined in Section 1 shall be filled by the President, subject to later ratification by the Executive Committee. A vacancy in any appointed office may

be filled by the President. The assistance of the Nominating Committee may be utilized.

Section 5. Meetings of the Class officers shall be held monthly.

ARTICLE IX. Terms of Office

Section 1. The term of office for all Elected Class Officers and members of the Executive Committee shall be five years, beginning on July 1 following each fifth-year major reunion, or as otherwise determined by the Executive Committee. The term of office of a Class member elected to replace an officer or member of the Executive Committee who resigned or is removed shall be the remainder of that person's normal term. The term of office of all appointed officers shall be determined by the President, subject to the aforementioned limitations, with the approval of a majority vote by the Executive Committee.

ARTICLE X. Duties of Officers

Section 1. Officers elected by the Class shall have the following duties:

a. The President shall act as the executive head of the Class, with responsibility to provide leadership to the officer group and the Class, initiate new projects and carry out policy of the Executive Committee. In addition, the President shall exercise general supervision over all other officers, to ensure the proper performance of their functions. The President is required to submit an annual report to the Executive Committee and to the Office of Alumni Affairs.

b. The Vice President(s) shall perform all of the functions of the President in the event of the President's incapacity or unwillingness to act, as determined by the Executive Committee, or absence for a period of time during which action on any matter must be taken without reference to the Executive Committee. In addition, the Vice President(s) shall carry out such functions, not inconsistent with those of other officers, as the President shall designate from time to time.

c. The Secretary shall be the primary link between the individual alumnus and the College and shall prepare the column for Class

Notes and obituaries (if there is no separate Class Memorialist) for the Dartmouth Alumni Magazine. The Secretary shall keep minutes of meetings of the officers, the Executive Committee and the Class. He shall be the custodian of Class files and records and produce periodic class directories, at least once during each one or two cycles of major reunions. The Secretary shall also submit an annual report to the Executive Committee, as required by the Office of Alumni Affairs.

d. The Treasurer shall receive and disburse all funds of the Class subject to the direction of the President and/or Executive Committee and shall submit an annual report to the Executive Committee and to the Office of Alumni Affairs and periodic reports to the class. The Treasurer shall be responsible for billing, collecting and recording receipts from annual Class dues.

e. The Head Agent(s) shall conduct the annual Dartmouth College Fund solicitation to maximize Class dollar giving as well as Class participation. The Head Agent(s) shall also recommend dollar giving and participation goals for each fiscal year and report periodically on the achievement of the goals established.

f. The Webmaster(s) (Digital Content Manager) shall be responsible for electronic communications within the Class. He shall maintain the Class website and Class Social Media presence and use College provided applications to deliver announcements to all members of the Class who have electronic mail. He shall provide classmate profile updates to Alumni Records as they are made known to him. He and the Secretary shall periodically solicit changes in email addresses from the Class members, including classmates, spouses of classmates, widows of deceased classmates, etc.

Section 2. Officers appointed by the President and approved by the Executive Committee shall have the following duties:

a. The Newsletter Editor(s) shall be responsible for writing and editing the Class Newsletter. The newsletter will serve as the regular avenue of communication between officers and members of the Class. If there is more than one newsletter editor, they may divide responsibilities by mutual agreement.

b. The Bequest Chair(s) shall be responsible for bequest and deferred giving by members of the Class for the benefit of the College and to increase participation of the Class in the Bartlett Tower Society.

c. The Mini-Reunion Chair(s) shall be responsible for the organization and promotion of all gatherings of the Class between major reunions. The President may appoint separate chairs for out-of-Hanover reunions, as well as for in-Hanover reunions.

d. The Reunion Chair(s) shall be responsible for planning and conducting the next major reunion of the Class.

e. The Reunion Giving Chair(s), in collaboration with the Head Agents, shall plan and conduct the solicitation of funds, including both total dollars and participation, for the benefit of the College in conjunction with major Class reunions.

f. The Class Project Chair(s) shall implement and oversee Class projects approved by the Executive Committee, by the Class, or by the Class President.

g. The Class Communications Chair(s) shall be the primary officer responsible for the organization and dissemination of communications within the Class.

h. The Women's Initiative Chair(s) shall be responsible to create warm and lasting relationships among the spouses and widows of '61 classmates and the College.

i. The Class Counsel shall be the legal advisor to the Executive Committee and the Class and shall be responsible for overall stewardship of the Class Constitution.

j. The Alumni Council Representative shall be responsible for communications between the Class and the Council, representing all interests and concerns of both bodies.

k. The Nominating Committee Chair(s) shall oversee the nominating committee in developing a slate of officers for approval by the Class, taking into account write-in petitions, if any.

I. The Class Memorialist, if one is appointed, shall be responsible for preparing and/or communicating obituaries for all deceased classmates to the Class and to the College in a timely manner.

Section 3. The President may also appoint chair(s) of other committees not listed above. Such committees may be formed to accomplish particular duties such as administering a Class award program, developing a class history, or assisting the head agent, etc.

Section 4. All officers and heads of committees appointed under Article XI shall submit to the President written reports of their office or committee at the end of each year or upon completion of a special assignment.

ARTICLE XI. Committees

Section 1. The president shall appoint a chair and members of a Nominating Committee, at least one of whom shall be a former President of the Class. The chair and committee members shall be appointed in advance of each fifth-year major reunion of the Class, at which the committee shall nominate one or more candidates for each of the Elected Class Officers, pursuant to Article VIII, Section 1. At the request of the President or the Executive Committee, the Nominating Committee also shall nominate one or more other Class Officers for election at a Class meeting held between major reunions. The Nominating Committee also shall solicit nominations from the Class at large to become members of the Executive Committee. These nominations do not preclude other class members running for office independently, by write-in ballot.

Section 2. The President may also appoint other committees to accomplish particular duties such as administering Class projects, award programs and relations with spouses of deceased Class members, or for any other purpose.

ARTICLE XII. The Class Year

The business year of the Class shall be from July 1 of one year to June 30 of the next year or such other period designated by the College. The annual activities and reports of the Class shall conform to that year.

ARTICLE XIII. Dues and/or Assessments

Section 1. Class dues shall be levied each year upon each member of the Class. The amount of the dues shall be decided by the Class Officers and confirmed by a majority vote of the Executive Committee.

Section 2. Special assessments, in addition to dues, may be levied upon each member of the Class. The amount and purpose of such special assessments shall be determined by the Class officers and confirmed by a majority vote of the Executive Committee.

ARTICLE XIV. Private Inurement

No part of the earnings of the Class after expenses (including Class awards) shall inure to the benefit of, or be distributed to, any Class member, officer, or any other private person or individual. All of the assets and net earnings of the Class shall be used to further the College's educational and charitable purposes.

ARTICLE XV. Political Activity

No part of the activities of the Class shall be the carrying on of propaganda, or otherwise attempting to influence legislation. The Class shall not participate or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE XVI. Adoption

This Constitution shall become effective upon approval of two-thirds of those voting, in person, electronically or by proxy, at a meeting of the Class.

ARTICLE XVII. Amendments

A two-thirds vote of those voting, in person, electronically or by proxy, at a meeting of the Class, shall be necessary to amend this Constitution.

ARTICLE XVIII. Dissolution

The Class shall be deemed to be dissolved at such time as there shall be no member living whose address is known to the Alumni Relations Office of the College, or sooner if the number of Class members becomes so few as to render it impractical to continue the organization's existence. Upon dissolution or termination, all of the property and assets of the Class shall, after payment of any lawful debts, 50% will be distributed to Dartmouth College for the Class of 1961 Legacy, the American Tradition of Performance, and 50% for The Robert Frost Endowment (or such other percentages as voted on by the Class Officers and approved by the Class Executive Committee).

ARTICLE XIX. Voting

Section 1. Members of the Class shall vote in person or by electronic or mailed proxy as determined by the Class Officers.

Section 2. The President shall designate a committee to run the election, which shall include providing appropriate proxy materials to the members of the Class, at the latest addresses provided to the College. Such proxy materials shall be mailed or emailed at least 30 days prior to the date of the meeting at which the proxies will be exercised. Each such member shall be responsible for returning the proxy materials to the return address and by the date so designated by the President or the designated committee.

Section 3. A simple majority of those attending or voting by proxy may approve motions that are made and seconded at regular class officer and Executive Committee meetings, as well as at Class business meetings at mini-reunions. The only exception to this shall be for the adoption of the Class Constitution or for any amendments thereto, where the vote shall be as required by Articles XVI and XVII.

Section 4. The Treasurer shall provide to the President and to the Election Committee (if one has been designated by the President) a list of eligible voters prior to the election.