 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**BY-LAWS and CONSTITUTION**

**LORD BEACONSFIELD LANDRY ALUMNI ASSOCIATION INC.**

**ARTICLE I – NAME**

**The name of the organization shall be THE LORD BEACONSFIELD LANDRY ALUMNI ASSOCIATION, INC., hereafter to be referred to as LBLAA, INC., and L. B. LANDRY BUCCANEERS ALUMNI. It is a non-profit organization.**

**ARTICLE II**

**PURPOSE**

**SECTION I**

**The purpose of this organization is: 1) to encourage and develop programs for the benefit of the Algiers community and L. B. Landry High School, 2) to work with the school’s principal and a designated faculty representative in devising mentoring strategies for L. B. Landry High School and surrounding elementary and middle schools, 3) to hold community fundraisers that will benefit key aspects of LBLAA, INC., as identified by the principal; 4) to establish a network of the L. B. Landry High School alumni for further support of the school; 5) to seek corporate, community business, city, state and federal monetary support in the form of dedicated funds/investments and or a donation for the support of L. B. Landry High School; 6) to offer programs which will promote positive self-esteem; and 7) to train potential leaders; 8) to work with the schools in the Algiers community.**

**SECTION II**

**This organization shall always operate and organize for charitable and educational purposes and at all times shall act as a non-profit corporation as that term is defined in section 501 C (3) of the INTERNAL REVENUE CODE OF 1954 (or corresponding provision of any U. S. Internal Revenue Code).**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**ARTICLE III**

**SECTION I COMPOSITION**

**The Board of Directors shall consist of an odd number, not to exceed more than 21 members, all of whom shall be nominated by the general membership and submitted to a nominating committee.**

**SECTION II TERM OF OFFICE**

**Directors shall serve no more than a three- (3) year term. Vacancies shall be filled as needed by the Nominating Committee for the unexpired term.**

**SECTION III DUTIES**

**The Board of Directors shall have final responsibility for the formation of the policies and overall management of the corporation and shall conduct its activities according to the Charter By-Laws.**

**SECTION IV MEETINGS**

**The Board of Directors shall meet once a month, and committees shall meet as often as necessary. Special meeting of the Board of Directors maybe requested by 2/3 of the members of the Board of Directors evidencing their request in writing with at least 48 hours’ notice given. Thirty percent of the total membership of the Board shall constitute a quorum of the Board (if 21 members, seven must be present for a quorum). In case of emergency, an oral proxy will be permitted.**

**SECTION V ATTENDANCE**

**Upon the end of the first year as Board members, any member who attends less than half of the called meetings will automatically forfeit his/her remaining term.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**ARTICLE IV**

**EXECUTIVE COMMITTEE**

**SECTION I COMPOSITION**

**The Executive Committee shall be composed of the officers and the Chairperson of the standing Committees.**

**SECTION II DUTIES AND MEETINGS**

**The Executive Committee shall have full authority to act on behalf of the corporation during intervals between meetings of the Board of Directors. The Executive Committee is not authorized to spend money or commit the sums in excess of $1000. Half of the members of the Executive Committee shall constitute a quorum.**

**ARTICLE V**

**OFFICERS**

**SECTION I COMPOSITION**

**The officers of the corporation shall be the President, 1st Vice President, 2nd Vice President, and Recording Secretary, Financial Secretary, Treasurer, Parliamentarian, Chaplain, Public Relation Director, and Six At-Large members.**

**SECTION II NOMINATION AND ELECTION**

 **The Board of Directors will elect the officers**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**SECTION III TERM OF OFFICE**

**The term of office shall be no more three years and no officer shall be eligible to serve more than two consecutive three-year terms in the same office. If a vacancy occurs, the Board of Directors will fill the UN-expired term.**

 **SECTION VI DUTIES**

**Each officer shall carry out the duties as specified by the by-laws and incorporation documents.**

**ARTICLE VI**

**DUTIES OF OFFICERS**

**SECTION I PRESIDENT**

**If shall be the duty of the President to preside at meeting of this organization and of the Executive Board. Upon taking office, he/she will assign to each officer specific areas of responsibility and designate the order in which the duties of the President must be carried out in event of his/her absence or unavailability. He/She shall make annual reports to the organization, a copy that shall be sent to all Board members. He/She or the Financial Secretary shall co-sign checks with the secretary, or a designated person of the Board. He/She may sign all contracts, agreements, and legal documents on the behalf of the Board of Directors.**

**SECTION II 1ST VICE PRESIDENT**

**It shall be the duty of the 1st Vice President to coordinate the activities of the committees to him or her and to supervise the chairperson of said committees. When so designated, the 1st Vice President shall perform the duties of the President.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**SECTION III 2ND VICE PRESIDENT**

**It shall be the duty of the 2nd Vice President to work with all Principals in Algiers community to design and implement programs that will enhance student’s performance in the state’s LEAP 2025 test. The 2nd Vice President will also be called upon to fill in for the President and the 1st Vice President.**

**SECTION IV RECORDING SECRETARY**

**It shall be the duty of the Recording Secretary to keep and accurate record of the proceedings of meetings of the general membership and that of the Board. He/She shall be the custodial of all reports belonging to the organization, including the annual reports of the President and Executive Chairperson.**

**SECTION V TREASURER**

**It shall be the duty of the Treasurer to manage and oversee the management of the financial affairs of the organization, often including such basic tasks as selecting a bank, reconciling bank statements, and managing cash flow. The Treasurer shall be bonded in such sum, as the Board of the organization shall determine. The Treasurer may also be responsible for investing funds consistent with applicable laws. The Treasurer is a designated member of the Finance Committee shall co-sign checks with the President as a designated person of the Executive Board. They shall be responsible for seeing that financial record of the organization is audited annually and shall present the audited financial report to the Board of Directors and the general membership of the Lord Beaconsfield Landry Alumni Association Inc.**

**SECTION VI FINANCIAL SECTRETARY**

**It shall be the duty of the Financial Secretary to collect and and/or receive all monies due to the organization and be the custodian of its funds. The Financial Secretary shall serve on the Finance Committee and must maintain an accurate membership file, issue official receipts to members and maintain an up-to-date record of payments and delinquencies. The Financial Secretary will assist the Treasurer with all their duties on the Board of Directors.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**SECTION VII DIRECTOR OF PUBLIC RELATION**

**It shall be the responsibility of the Director of Public Relation to inform the community at large of the organization and of the work the organization will be doing in the community. The DoPR will be responsibility for all newsletters, setting up news conference(s) and informing the LBLAA, INC. of all its meeting and fundraisings.**

**SECTION VIII PARLIAMENTARIAN**

**It shall be the duty of the Parliamentarian to keep order at the entire organizational meeting. He/She must keep up with the time allowed for all members or guest that which to speak before the organization.**

**SECTION VIIII CHAPLAIN**

**It will be the responsibility of the Chaplain to start and end all meeting with a prayer. Conduct the devotional exercises of the Alumni Association’s as needed. From time to time the Chaplain will have other member lead the organization in prayer. Plan for an annual Memorial Service annually for Lord Beaconsfield Landry’s Birthday.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**ARTICLES VII**

**COMMITTEES**

**The President, upon the advice of the officers, shall appoint the chairperson of the following Standing Committees, except for the Financial Committee Chair, who shall be the Financial Secretary of the Organization.**

**NOMINATING COMMITTEE**

**There shall be a Nominating Committee consisting of a chairperson and no more than five members. Their function shall be to prepare a single slate of candidates for election to the various officers of the corporation**

**FINANCE COMMITTEE**

**The Finance Committee shall determine the annual budget according to the direction of the Board of Directors and the Executive Committee. Additionally, they shall supervise spending, bookkeeping, investments, and program budgets.**

**No expenditures are to be made without authorization of the Executive Committee.**

**SCHOLARSHIP COMMITTEE**

**Handle all matters pertaining to the presentation of the LBLAA, INC. scholarship awards. To transmit the names of candidates selected for award to members with the recommendation being approved majority vote.**

**ALUMNI MEMBERSHIP COMMITTEE**

**Be charged with recruiting, reclaiming and retaining alumni of L. B. Landry High School and formulate programs for the purpose.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**ATHLETIC COMMITTEE**

**Coordinate with all athletic programs at L. B. Landry High School to assist with mentoring and community events. Be the mediating person between the LBLAA, INC. and the school’s athletic department.**

**MENTORSHIP COMMITTEE**

**Coordinate programs that will enhance and improve the quality of life for the students at L. B. Landry High School and the middle and elementary schools in the Algiers community. Have regular sessions with students to adopt programs that will influence their future. Create outreach community programs that will teach our students about adulthood.**

**SCHOOL BEAUTIFICATION COMMITTEE**

**Work with school and community organizations that will beautify the schools throughout the community. Reach out to donors for donations to keep the school’s appearance and image up.**

**SOCIAL ACTION COMMITTEE**

**Shall develop a program embracing local and national issues and make proposals to the LBLAA, INC. as to how such issues may be dealt with. The Chairperson of the Social Action Committee shall prepare and submit to the LBLAA, INC. for approval any proposed programs.**

**ACTIVITIES AND FUNDRAISING COMMITTEE**

**Develop a set of activities annually for the LBLAA, INC. including fundraisers. Coordinate with the school’s sponsors of all activities and programs to assist as needed. Coordinate all functions with the finance and budget committees.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**SECTION I**

**Each Standing Committee shall be composed of a minimum of two members of the Board and as many members from the alumni or the volunteering public.**

**SECTION II**

**The President shall appoint other committees as needed to expedite the work of the corporation.**

**SECTION III**

 **Only Lord Beaconsfield Landry High School Alumnus can serve as officers or committee chairperson.**

**ARTICLE VIII**

**EARNINGS**

**SECTION I**

**No part of the net earnings of the corporation shall go to the benefit or be distributed in members, officers, or other private persons, unless they are paid for service rendered as a registered business or certified freelancer.**

**SECTION II**

**Any sum, which shall accumulate in the Treasury, shall be exclusively for the accomplishment of the purposes of this corporation.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**ARTICLE IX**

**PARLIAMENTARY AUTHORITY**

**The rules contained in ROBERT’S RULES OF ORDER, REVISED shall govern this organization in all cases in which they are applicable and in which they are not inconsistent with these BY-LAWS.**

**ARTICLE X**

**REVIEW OF BY-LAWS**

 **LBLAA, INC. Shall review its By-Laws every year**

**ARTICLE XI**

**REVISIONS**

**SECTION I**

**Amendments and revisions to any part of this By-Laws shall be proposed for adoption upon recommendation of the Board.**

**SECTION II**

**Notification of proposed amendments or revisions shall be delivered to each member of lease one (1) month prior to the general meeting in which they will be discussed. Such amendments or revisions shall then be presented by the Board to the general membership at a general meeting (as defined in ARTICLE XI SECTION I) for discussion and possible adoption.**

**A (2/3) VOTE OF THE LBLAA BOARD MEMBERS SHALL BE REQUIRED FOR ADOPTION OF SUCH AMENDMENTS OR REVISIONS.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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 **Said corporation is organized exclusively for religious, charitable, and educational purposes, including, for such purposes, the making of distributions to organizations under Section 501 (c)(3) of the Internal Revenue Code (of the corresponding section of any future Federal tax code.)**

 **No part of the net earnings of the corporation shall incur to the benefit of, or be distributable to its members, trustees, directors, officers, or other persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501 (c)(3) purposes. No substantial part of the activities of influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign or behalf of, or in opposition to any candidate for public office.**

 **Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code (or the corresponding section of any future Federal tax code or (b) by a corporation, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code (or the corresponding section of any future Federal Income tax code.)**

 **Upon the dissolution of this corporation assets shall be distributed for one more exempt purpose within the meaning of Section 501 (c)(3) of the Internal Revenue Code, or the corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a state or local government, for a public purpose.**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**ARTICLES IV**

**This organization shall issue no stock and membership shall be according to the rules established in the By-Laws.**

**ARTICLES V**

**Board of Directors shall govern this organization. The Board of Directors shall consist of no less than one (1) or more than (13) members.**

**Board of Directors:**

**Vacant-President Mark A. Perry - 1st Vice President**

 **2537 Hudson Place**

 **New Orleans, LA. 70131**

**Brandon McIntyre – 2nd Vice President Catina Massey – Recording Secretary**

**2021 Wagner Street**

**New Orleans, LA 70114**

**Frank Joshua – Treasurer Benedict Sonnier– Chaplain**

**3904 Bayou Oaks Drive**

**Harvey, LA 70058**

**Kenneth Grooms – Parliamentarian Vacant- Financial Secretary**

**7601 Scottwood Drive**

**New Orleans, LA 70128**

**Vacant-Public Relations Director**

i **Lord Beaconsfield Landry Alumni Association Inc.** 

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**At Large Board Members:**

**Aunya Bryan Travis Taylor**

**830 LeBoeuf Street 5821 Oxford Place**

**New Orleans, LA 70114 New Orleans, LA. 70131**

**Carol Lang-Advisor**

**1224 Teche Street**

**New Orleans, LA 70114**

**Richard Jackson-Advisor**

**6000 Kingston Court**

**New Orleans, LA 70131**

 **Lord Beaconsfield Landry Alumni Association Inc.** 

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**ARTICLE VI**

**After the original by-laws are adopted by the Executive Board, any further by-laws, or amendments, thereof, must be submitted to the general membership and a majority vote is then necessary for additional changes, as provided above.**

**THIS DONE AND PASSED: at any office in**

**Parish and State aforesaid on the day, month, and year first written in the presence of the undersigned component witnesses, who have signed these present together with the appearers and me, , Notary, after due reading of the whole.**

**Witnesses:**

 **\_**

**Incorporators**

 **\_**

 **President**

 **\_**

 **Mark A. Perry – 1st Vice-President**

 **Notary**

 **\_**