

ALABAMA SOLAR ASSOCIATION CONSTITUTION AND BY LAWS

ARTICLE I

Purpose and Empowerments

SECTION 1: The Alabama Solar Association (ASA) is established to promote the utilization of the renewal energy of the Sun.

SECTION 2: ASA is established to create awareness and promote the education of the importance of utilizing solar energy and assist all who are interested in the applications of Solar energy for domestic and commercial use, within a region so identified by an approved referendum of the membership.

SECTION 3: ASA is established as a non profit organization, incorporated in the State of Alabama to help the betterment of the Earth and its inhabitants.

ARTICLE II

Membership and Dues

SECTION 1: Membership shall be open to all who are interested in the ASA region, as established by ASA. Those residing in other regions may join ASA upon approval by ASA.

SECTION 2: Members of any region are by definition members of ASA and the grades, criteria and prerogatives are established as such.

SECTION 3: Dues for all members are the dues established by the ASA Board of Directors.

ARTICLE III

Officers and Directors

SECTION 1: The affairs of the ASA shall be governed by the Board of Directors (Directors) chosen from the membership by election.

SECTION 2: The Board of Directors shall consist of a President, Vice-President, Secretary, Treasurer, Program Arranger and the Immediate Past President. They shall serve without salary and have the following duties:
President: Presides at all Directors' and Membership meetings, provides leadership in promoting the goals and purposes of the ASA, makes committee chairman appointments as necessary. The president may commit up to \$100.00 for purchases without prior Directors' approval.

Vice-President: Assists the President and acts on behalf of the President in his absence and is the keeper of the Banner.

Secretary: Provides the necessary administrative duties including minutes of meetings, records and correspondence.

Treasurer: Keeps records on membership payments, has custody of funds, collects dues and provides the ASA apportionment, maintains accurate accounts of all financial actions, has the books available for review at each Directors' meeting, and provides a detailed report on the financial status of the ASA at the end of the fiscal year. All payments by the Treasurer must have prior approval by the President.

Program Arranger: Establishments program events for meetings, symposia and other planned events.

Immediate Past President: Assists the Board of Directors as required.

SECTION 3: The Directors are empowered to make purchases and contract obligations on behalf of the ASA within the limits of the By-laws and not in excess of \$500, with out the majority approval of the voting membership at a scheduled meeting.

SECTION 4: The Administrative and Fiscal year shall coincide and be from January 1 to December 31.

SECTION 5: There will be two standing committees: Membership, and Publicity. The chairmen for each will be appointed by the President. The specific charter for each will be established at the beginning of the Administrative year.

SECTION 6: The Directors will fill any vacancies in the governing body. No elected officer shall succeed himself in that office.

SECTION 7: Parliamentary procedures for all meetings will follow Robert's Rules of Order (Revised).

SECTION 8: Election of officers will be accomplished by the following procedures:

- a) The President will appoint, by August 15, a Nominating Committee of 3 or more members to be chaired by the Vice-President.
- b) The Nominating Committee will report to the Directors by September 15 on proposed candidates.
- c) The Secretary will mail the voting list of candidates to the members by October 1. Write-in votes are permitted.
- d) All votes must be postmarked by November 1.
- e) The votes will be tallied by the Secretary and Treasurer and be reported to the Directors by November 15, at which time the elected officers will be announced. A plurality of the votes cast shall constitute an election.
- f) New officers will become the governing body on January 1.

ARTICLE IV Meetings

SECTION 1: Directors' meetings will be called by the President. Directors' meetings will be open to all members except "Executive Directors' Meetings" which will be limited to Directors. A quorum is a majority of Directors; all actions approved by simple majority vote of those attending shall be acceptable within the limits of the Constitution and By-Laws.

SECTION 2: Membership meetings will be scheduled in advance and all members notified. A quorum will be 20% of the membership and all actions, except Constitution and By-Law Amendments, will be approved by majority vote.

SECTION 3: Minutes will be written for all meetings.

ARTICLE V By-Law Amendments

SECTION 1: Proposed amendments to the Constitution and By-Laws are to be offered at a Membership meeting by the Directors or by written petition of 25% of the membership. The secretary will notify the members of pending changes to be voted on at a following scheduled meeting. Approval will be by 2/3 majority of the membership at the scheduled meeting.