

# **Proposal for the Establishment of the GDSS Adewole Alumni Association -**

## **Class of 2019/2020**

### **1. Name of the Association**

The name of the association shall be GDSS Adewole Alumni Association - Class of 2019/2020.

### **2. Vision and Mission**

- **Vision:** To build a united, supportive, and impactful community of former students from the class 2019/2020 of GDSS Adewole.
- **Mission:**
  - To foster lifelong relationships among members.
  - To contribute to the growth and development of GDSS Adewole.
  - To provide a network for professional, academic, and social support among members.

### **3. Objectives**

The objectives of the association are to:

- Maintain regular communication among members.
- Organize reunions, events, and projects benefiting members and the school.
- Encourage mutual assistance, collaboration, and mentorship.
- Raise funds for collective goals and charitable activities.
- Represent the interests of alumni before the school and the public.

### **4. Membership**

- **Eligibility:** Membership is open to all students who graduated from GDSS Adewole in the year 2019/2020.
- **Requirements:**
  - Members must join official communication platforms (WhatsApp) for now.

- Every member should uphold respect, integrity, and unity in all association activities.

## **5. Proposed Executive Structure**

### **Association Executive Council Roles**

#### **1. President**

- Head of the Executive Council
- Chief Spokesman of the Association
- Principal signatory to the Association's bank account

#### **2. Vice President**

- Acts for the President in their absence
- Maintains an up-to-date database of Association members
- Assists every office as needed
- Collates information as required

#### **3. General Secretary**

- Prepares meeting agendas with the President
- Records and keeps minutes
- Handles all Association correspondence (internal and external)

#### **4. Assistant General Secretary**

- Assists the General Secretary in their duties

#### **5. Financial Secretary**

- Keeps accurate accounts of the Association
- Signatory to the Association's bank account
- Hands over all money received to the Treasurer within 24 hours or deposits into the Association's account within 48 hours (in the Treasurer's absence)

#### **6. Treasurer**

- Keeps the Association's bank passbook
- Responsible for safekeeping Association funds

- Collects money from the Financial Secretary and issues receipts

## **7. Director of Public Relations (I, II, and III)**

- Prepares and issues releases on Association activities (in consultation with the President)
- Publicizes Association activities through various media channels

## **8. Social Director and Social Directress**

- Responsible for arranging Association social activities

## **9. Director of Welfare**

- Custodian of Association properties (subject to Presidential approval)

### **Tenure**

Each executive shall serve for a term of **three years**.

## **6. Proposed Meetings & Activities**

- Meetings can be held physically at GDSS Adewole or virtually via WhatsApp or Google Meet.
- At least one general meeting or reunion should be held every year.
- The executive team may call emergency meetings when necessary.

## **7. Financial Plan**

- **Fundraising:** The association shall raise funds through membership registration, monthly contributions, donations, and sponsorships.
- **Contributions:** Every member is expected to make a monthly financial contribution. The specific amount will be discussed and agreed upon by all active members.
- **Management:**
  - A dedicated bank account shall be used for all association funds.
  - All financial transactions must be recorded and reported transparently.

- The Treasurer shall give a financial report at least once every quarter or upon request.