

ARTICLES OF ASSOCIATION AND BY-LAWS

OF THE

BRIDGEPORT HOSPITAL SCHOOL

OF NURSING ALUMNAE

ASSOCIATION, INC

ARTICLES of ASSOCIATION

AND BY - LAWS

Of the

Bridgeport Hospital School
Of Nursing Alumnae
Association I, Inc.

Organized.....	1897
Incorporated.....	1906
By-Laws Amended.....	1923
Revised.....	1930
Revised.....	1936
Revised.....	1945
Revised.....	1952
Revised.....	1955
Revised.....	1959
Revised.....	1962
Revised.....	1967
Revised.....	1972
Revised.....	1989
Revised.....	1997
Revised.....	2012

Keeep us, O God, from pettiness:
let us be large in thought,
in word, in deed.
Let us be done with fault-finding
and leave off self seeking.
May we put away all pretense and meet each
other face to face-without self pity and
without prejudice.
May we never be hasty in judgment and
always generous.
Let us take time for all things: Make us to
grow calm serene, gentle.
Teach us to put into action our better
impulses straightforward and unafraid.
Grant that we may realize it is the little
things that create differences; that in the
big things of life we are at one.
And may we strive to touch and to know the
great, common human of us, all and
O Lord God, let us not forget to be kind

-Mary Stewart

**ARTICLES OF ASSOCIATION
Of
The Bridgeport Hospital School of Nursing
Alumnae Association, Incorporated
Bridgeport, Connecticut**

BE IT KNOWN, That We, the Subscribers, do hereby associate ourselves as a body politic and corporate, pursuant to the statute laws of the State of Connecticut, regulating the formation and organization of corporations without capital stock, and the following are our articles of association.

ARTICLE 1. The name of the corporation shall be THE BRIDGEPORT HOSPITAL SCHOOL OF NURSING ALUMNAE ASSOCIATION I, INCORPORATED.

ARTICLE 2. The purposes for which said corporation is formed are the following:
A. In general to enhance the profession of nursing; to maintain the high standards of education, dedication, and performance of the nursing profession; to encourage education and learning in nursing by providing scholarships and grants to qualified students, and by sponsoring lectures, seminars and other similar programs for its members;

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to assist in the betterment of the functions and services first to the School of Nursing and then to the Bridgeport Hospital, to the end that the public benefits rendered will be thereby increased; to promote mutual benefit and loyalty among the members by virtue of their association together; to devise means by which the profession of the registered nurse may be respected and protected; to collaborate with allied associations; to receive donation and bequests to be used for its corporate purposes; and to do any and all lawful acts authorized by its constitution or by-laws, or which may properly be done pursuant to the laws of the State of Connecticut, to carry out the purposes and objectives of this corporation.

B. In substantial part, said corporation is devoted to charitable, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

ARTICLE 3. No substantial part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

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ARTICLE 4. In the event of dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all liabilities *of the corporation, solely determine the distribution of all the assets of the corporation, to the Bridgeport Hospital School of Nursing first and then to the Bridgeport Hospital, Inc., of Bridgeport, Connecticut, provided the same shall at such time be qualified as an exempt organization under Section 501(c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), for the purposes of educating individuals for the nursing profession or for the improvement of facilities or standards for the nurses or the nursing profession, especially at said Bridgeport Hospital and/or to such other organization or organizations organized and operated exclusively for charitable, educational or scientific purposes, which shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) as the Board of Directors shall determine.*

ARTICLE 5. No part of any earnings of the corporation shall inure to the benefit of or be distributed to its members, directors, officers or other private persons, except the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in ARTICLE 2 hereof.

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ARTICLE 6. The said corporation is located in the City of Bridgeport, County of Fairfield, and the State of Connecticut.

ARTICLES OF ASSOCIATION REVISED AND
ADOPTED April, 2012.

Committee on Revision of Articles of Association and
By-Laws.

1. Dorothy Connolly
2. Linda Podolak
3. Edith Poidomani
4. Caren Silhavey
5. Mary Toohey-Repko

(5)

BY-LAWS
ARTICLE I
Membership

Section 1. All graduates of the Bridgeport Hospital School of Nursing are eligible for membership in this Alumnae Association.

Membership shall consist of *two distinct groups*, Regular and Life.

Section 2. Honorary Membership may be conferred on the Director of this School of Nursing, on persons who have rendered service to this Association, and on those the members desire to honor. Honorary Membership confers social privileges only.

Life Membership may be granted, subject to the approval of the Board of Directors as follows:

1. to those who have been a continuous member, in good standing, for fifty years or
2. to those who have a permanent disability, or
3. to those who because of financial inability are unable to maintain an active status in this Association.

Life members shall retain all rights of membership, but shall not pay dues of assessments.

Section 3. Nurses desiring to become members of this Association shall fill out an application form provided by the Association. The application and dues are submitted to the Treasurer. (*CHANGE HERE*)

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The Treasurer shall present all applications to the Board of Directors for approval before bringing same to the Alumnae Association.

All applicants are encouraged to be present at the Alumnae meeting when being accepted into the Association.

ARTICLE II Officers

Section 1. The Officers of this Association shall be a President, Vice-President, Recording / Corresponding Secretary, and Treasurer.

Section 2. *The Board of Directors shall consist of nine members of whom four shall be the Officers of the Association and five additional members.*

Section 3. All Officers and Directors shall be elected at the annual meeting and shall continue in office two years or until their successors are elected. A member shall not be eligible to hold office until she/he has been a member of the Alumnae Association at least six months, but may serve on committees, if appointed.

Section 4. All officers and members of the Board of Directors shall be reasonably compensated for their services as deemed by the Board of Directors and approved by the membership at the April meeting.

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ARTICLE III Meetings

Section 1. *Meetings are held biannually. The first meeting shall be held on the second Tuesday of April. The election of officers shall be held at this meeting. The second meeting shall be held on the second Sunday of September. If necessary, the Board may designate an alternative date. Special meetings may be called by the President or at the written request of ten members of the Association. or the Board of Directors.*

Section 2. The Board of Directors shall meet prior to each regular meeting to transact the business of the Association. Special Board Meetings may be called upon the request of the President.

ARTICLE IV Dues

Section 1. *The dues for one year shall be submitted to the Treasurer with the application form for membership.*

Section 2. The annual dues for all members shall be paid, in advance, in January of each calendar year to the treasurer and shall be at least one dollar.

Section 3. All dues and assessments as determined by the Board of Directors of the Alumnae Association must be paid within the time limits established.

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Section 4. *Members failing to pay dues before January 31st shall be notified at once by the Treasurer and those not paying by the beginning of April shall forfeit the rights to membership and their names shall be taken from the roll of members.*

Section 5. *Members who have been dropped for nonpayment of dues, may be reinstated by paying the dues for the current year.*

ARTICLE V

Duties of the Officers

Section 1. The regular term of all officers shall commence with the adjournment of the April meeting, at which time they are elected.

Section 2. The duties of all officers shall be such as specified in these By-Laws.

All retiring officers shall orient, in writing, incoming officers to their respective duties.

Section 3. Office of President

(a) The President shall preside at all regular meetings of the Board of Directors, and *biannual* and special meetings of the Alumnae Association.

(b) *The President may create, discontinue or rearrange departments of work and committees in the interest of this association, subject to the approval of the Board of Directors.*

Section 4. Office of Vice-President

(a) The Vice President shall accept all responsibilities delegated to her/him by the President, in her/his absence.

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(b) *The Vice-President or designee shall arrange the location of the biannual meetings.*

(c) *The Vice-President or designee shall arrange the funeral delegation for members.*

Section 5. Office of Recording/Corresponding Secretary

(a) The Recording /Corresponding Secretary shall make correct records of all meetings of the Alumnae Association and the Board of Directors.

(b) *The Recording /Corresponding Secretary shall present, at the annual meeting, a report of the business of the preceding meeting.*

(c) *The Recording/ Corresponding Secretary shall keep a correct list of members and officers of the Alumnae Association, with names and addresses.*

(d) *The Recording /Corresponding Secretary shall receive all correspondence directed to the Alumnae Association, and shall present a written report (iannual secretary report).*

(e) *The Recording /Corresponding Secretary may establish and maintain a relationship with other professional nursing organizations by means of correspondence or other communications with said organizations.*

Section 6. Office of the Treasurer

(a) The Treasurer shall receive all applications for membership and present them to the Board of Directors and to the membership for approval.

(b) *The Treasurer shall receive all dues paid on forms furnished by the Alumnae Association.*

(c) *The Treasurer shall receive all contributions and acknowledge such receipts.*

(d) The Treasurer shall send bills to all members by

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January of each year and also bills of delinquency to all members who are not paid by January 31st; shall remove from the roll of membership the names of all members whose dues are not paid by April.

(e) The Treasurer shall pay all bills with the consent of the President and give a report of same at all meetings. All bills are to be paid promptly after being received.

(f) All funds and bank books of the Association shall be in the keeping of the Treasurer, who shall receive and deposit monies collected by the Association.

(g) The Treasurer shall be responsible for all important papers which are to be kept in the safe deposit box at the bank or in such other locations as may be designated by the Board of Directors.

(h) The Treasurer and the President shall be bonded.

(i) The books of the Association shall be audited annually by a Certified Public Accountant selected and approved by the Board of Directors.

(j) The incoming Treasurer shall not accept nor sign a receipt for the books, until they are balanced and signed by the Certified Public Accountant.

(k) The Treasurer shall submit a written biannual report at the April and September meetings, and such other financial reports at such other times as may be required by the Board of Directors (annual treasurer report).

(l) The Treasurer shall send the names and addresses of all officers immediately after they are elected to the bank holding the funds of the Association, the safe deposit department, and to the bonding company with which the Treasurer and the President are bonded.

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Section 7. Board of Directors

(a) The Board of Directors shall act on all applications for membership.

(b) The Board of Directors shall fill all vacancies in office.

(c) The Board of Directors shall transact the business of the Association in the interim between meetings and shall report such transactions to the membership at the next meeting.

(d) The Board of Directors shall have the power to suspend or cancel the membership of any member whom ***they find to be unfit, either morally or ethically. Such suspension or cancellation shall be done only after impartial investigation of the charges and only after the member in question shall have been given reasonable notice of the charges and opportunity to defend herself/himself before the Board of Directors.***

(e) The Board of Directors shall have the power to appoint additional agents, or employees as they deem necessary or appropriate for the operation of the Association, and to provide reasonable compensation for such officers, agents, or employees and for the services of the members of the Board of Directors.

ARTICLE VI Committees

Section 1. The following committees shall be the committees of the organization:

- (a) *Program/Newsletter*
- (b) *Nominating*
- (c) *Scholarship*
- (d) *Banquet*
- (e) *Funeral Delegation*
- (f) *Membership*
- (g) *Special*

DUTIES OF THE COMMITTEES

Section 2. The Program/Newsletter Committee shall include the Vice President who shall plan the program for the meeting and the Treasurer who shall plan the publicity for each of the meetings during the year. A newsletter will be sent to the members prior to the meetings by an officer as determined by the Board of Directors.

Section 3. The Nominating Committee shall be composed of a minimum of three members.

Section 4. The Scholarship Committee shall investigate and present to the President, to be acted on by the Board of Directors, all applications or scholarships from the Continuing Education Scholarship Fund for alumnae members.

Section 5. The Banquet Committee shall plan for and arrange the Annual Banquet and any other banquets to be held at such time and at such place as the Board of Directors may decide.

Section 6. The Funeral Delegation Committee shall send a delegation of alumnae members to attend local funeral services of a member of the Alumnae. If unable to send a delegation, a donation will be sent to the Continuing Education Scholarship Fund in memory of said member.

Section 7. The Membership Committee shall devise ways and means of increasing membership, encourage all eligible nurses to become members, and send applications for membership to the Alumnae Association.

Section 8. A Special Committee may be appointed by the President as needed.

All Committees shall present reports as called for at each meeting and no committee shall incur any expense except by order of the Alumnae Association or the Board of Directors.

The President is an ex-officio member of all committees.

ARTICLE VII Voting Body

The voting body shall consist of members of the Association, in good standing, except those disqualified as provided herein.

ARTICLE VIII Quorum

Section 1. A two-thirds majority of the Board of Directors shall constitute a quorum for a board meeting.

Section 2. Three members of the Board of Directors and fifteen members of the Association shall constitute a quorum for biannual meetings.

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ARTICLE IX
Order of Business

The Order of Business at any regular meeting shall be:

- (1) Call to order
- (2) Reading of minutes
- (3) Report of Officers
- (4) Reports of Standing Committees
- (5) Reports of Special Committees
- (6) Old Business
- (7) New Business
- (8) Annual Reports, Election of Officers, and
Appointments of Committees *at biannual* meetings if
applicable.

ARTICLE X
Fiscal Year

The fiscal year of this Association shall be from May 1st
to April 30th.

ARTICLE XI
Parliamentary Authority

The Rules of Parliamentary Procedure, comprised in
Robert's Rules of Order, shall be the authority at all
meetings of this Association and the Board of Directors,
subject to special rules which may be adopted at any time.

ARTICLE XII
Amendments

*Section 1. The Articles of Association may be amended at
any biannual meeting by a two-thirds vote of the members
present, providing notice of the substance of such
proposed*

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changes has been provided to each member in advance of
the meeting.

Section 2. By-Laws may be amended, adopted or repealed,
at any *biannual* meeting, by two-thirds vote of the
members present in compliance with provisions of Article
VIII.