#### 6a715daf28971900bacfbc6d_560x314

Howdy!

The Association of Former Students would like to thank you for your interest in starting an A&M Club. One of Texas A&M’s greatest assets is the long and proud record of its alumni and the strong network of A&M Clubs throughout the world. From Malaysia to Mobile, Alabama, the Aggie Spirit knows no barriers. Texas Aggies are known worldwide for their active and enthusiastic support of Texas A&M and The Association of Former Students.

Each year former students host approximately 300 Muster ceremonies and help raise over $4,000,000 in scholarship funds for students at Texas A&M University. We know that with a little guidance, your A&M Club will help host the next Muster, and may very well raise the next scholarship. Our Club activities are almost as diverse as our A&M Club members. With golf tournaments, happy hours, weekly luncheons, business networking meetings, and family picnics (just to name a few) we know that you will be able to find programs that work well for your A&M Club and your local Aggies. As you read through the next few pages, please keep in mind that the Club Programs Office at The Association is here to help get your A&M Club up and running by providing web space, local Aggie contacts, and mailings to Aggies in your area.

Once again, we thank you for your interest in starting an A&M Club. Once you’ve had a chance to read the forming packet, please call or e-mail us with any questions or concerns that you have and we’ll be happy to help you address them.

Gig ’em,

Club Programs Department

The Association of Former Students

Texas A&M University

#### **The Association of former students**

## \*The Association Leadership Council*\*The Leadership Council is the governing body of The Association of Former Students*

Association Past Chairs National Representatives

Class Agents A&M Club Presidents

Area Representatives Elected Class Presidents of each Class on Campus

Councilmen Emeritus Student Loan Fund Trustees

A&M Club Presidents Constituent Network Representatives

Sul Ross Group President Representatives At Large

## Board of Directors

## Executive Committee

#### Chair Past Chair Chair-Elect

#### President & CEO

#### A&M Club Operations

##### **Role of an A&M Club**

Much of the work of The Association of Former Students is done through the worldwide network of A&M Clubs. A&M Clubs form the foundation for many Association programs. A&M Club objectives are essentially the same as the mission of The Association: To strengthen and renew friendship formed in student days and support the interests of Texas A&M University.

*All A&M Club activities should:*

 Serve as the focus of all organized alumni activity in that geographical area.

 Provide each former student with the opportunity to become a member of a worthwhile group, to add something to the group, and to receive something of value from the relationship.

 Be conducted in a manner appropriate to represent Texas A&M.

 Transmit current information to the community about the academic programs, scholarship opportunities, and advantages available at Texas A&M University.

 Provide a forum in which former students can assist each other, professionally participate in community affairs, and become informed volunteers on behalf of Texas A&M.

 Encourage individual leadership development and experience in organization management - particularly for young alumni who may not yet have such opportunities in their professional pursuits.

 Provide scholarship funds, when possible, for deserving local students who are attending Texas A&M.

 Provide a forum through which Texas A&M can work to accomplish objectives vital to its future.

 Encourage participation amongst members to join the Century Club at The Association of Former Students.

#### **A&M Club Charter Process**

##### Minimum Requirements of an A&M Club

 Submit the required 25 charter signatures needed for approval by The Association of Former Students. If a minimum of 100 former students are not served by the A&M Club, then one-quarter (25%) of all former students to be served by the A&M Club must sign the charter application.

 In no way intrude, overlap, encompass, or compromise an existing service area of a previously chartered A&M Club now active with The Association of Former Students. If an interested party wishes to charter within the boundaries of a current Chartered Club and are unable to receive said Club approval, they must meet all criteria in the Metro Club Forming Provisions laid out by the Metropolitan Task Committee.

 Operate under the Standard Bylaws of a chartered A&M Club and the Constitution and Bylaws of The Association of Former Students as such Bylaws relate to the organization of this duly chartered Club.

 Elect a Board of Directors and a full slate of Club Officers prior to the beginning of each calendar year. *This information must be reported to the Club Programs Office of The Association of Former Students no later than January 1 of each year.*

 Sponsor and organize the annual April 21 Aggie Muster in addition to a minimum of two regularly called meetings each year.

 Have the Club President or designated representative attend at least one of two annual Association of Former Students Council Meetings held at College Station, Texas.

 Understand that failure on the Club’s part to properly discharge the requirements of being a chartered A&M Club may result in the Club charter being withdrawn at the request of The Association. Similarly, the Club retains the right to withdraw as a chartered Club of The Association upon written request and by majority vote of the Club members at a regular meeting.

 The Association is pleased to offer companies that employ at least three hundred and fifty (350) former students the opportunity to form a corporate club. No geographical boundaries exist for corporate clubs, and all rules, regulations, and requirements listed within this document must be followed. (See page 10 for Corporate Club Charter application).

 *To maintain active status, the Club Programs Office should receive all Club mailings and activity notices throughout the year.*

 Application for Club Charter Packet

When applying for an A&M Club Charter, the following must be submitted to the Club Program’s Office:

 1. Application for Club Charter

 2. Charter Signatures

 3. Standard Bylaws of an A&M Club

 4. Board of Directors Form

 5. Club Officers Form

 6. Provision for Dissolution

The Association of Former Students

Texas A&M University

### Application for Club Charter

 The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ A&M Club does hereby apply for an official A&M Club Charter from The Association of Former Students of Texas A&M University.

 The geographic area proposed to be served by this Club is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County or Counties (within Texas) or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ zip codes.

 According to records of The Association of Former Students this geographic area represents \_\_\_\_\_\_\_\_ Texas A&M former students.

 This application for charter for The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ A&M Club in no way intrudes, overlaps, encompasses or comprises the existing service area of a previously chartered A&M Club now active with The Association of Former Students. If the zip codes above do fall within the boundaries of a current Chartered Club, the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ A&M Club has either received said Chartered Clubs approval or they have meet all criteria in the Metro Club Forming Provisions laid out by the Metropolitan Task Committee.

 As a minimum requirement, we submit the required 25 charter signatures needed for approval for official charter by The Association of Former Students. If a minimum of 100 former students are not served by the A&M Club, then one-quarter (25%) of all former students to be served by the A&M Club must sign the charter application.

 By presence of this application, we the undersigned (charter members), as organizers of this A&M Club pledge our full support to uphold the strong traditions of active A&M Clubs worldwide. We also understand and fully agree to the minimum requirements for chartering and maintaining active status with The Association of Former Students of Texas A&M University. We have read the Standard Bylaws for active A&M Club status and agree to operate under them.

 As an officially chartered A&M Club of The Association of Former Students, The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ A&M Club agrees to:

 A.) Operate under the Standard Bylaws of a chartered A&M Club and the charter and Bylaws of The Association of Former Students as such Bylaws relate to the organization of this duly chartered Club.

 B.) Elect a Board of Directors and a full slate of Club Officers prior to the beginning of each calendar year and report such information to the Club Programs Office of The Association of Former Students no later than January 1st of each year.

 C.) Sponsor and organize the annual April 21 Aggie Muster in addition to a minimum of two regularly called meetings each year.

 D.) Have the Club President or designated representative attend each of the two bi-annual Association of Former Students Leadership Council Meetings held in College Station, Texas.

 E.) Understand that failure on our part to properly discharge the requirements of being a chartered A&M Club may result in our charter being withdrawn at the request of The Association. Similarly, we retain the right to withdraw as a chartered Club of The Association upon written request and by majority vote of our members at regular meetings.

 The membership understands that our Club shall not be financially obligated to or by The Association of Former Students, nor shall The Association in any way be obligated or responsible for the financial affairs of our A&M Club.

 The membership understands that our Club retains full freedom of local action, expression, and program, with both Club and Association recognizing this charter to be only a working and coordinating agreement for better accomplishment of our common aims.

The

A&M Club

#####  Charter Signatures

 Name Class year

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

16.

17.

18.

19.

 Name Class year

20.

21.

22.

23.

24.

25.

Application Date

Please include with Application for Club Charter and send to:

The Association of Former Students

Club Programs Office

505 George Bush Dr.

College Station, TX 77840-2918

THE ASSOCIATION OF FORMER STUDENTS TEXAS A&M UNIVERSITY

**APPLICATION FOR CORPORATE**

**CLUB CHARTER**

The A&M Corporate Club does hereby apply for an official A&M Corporate Club Charter from The Association of Former Students of Texas A&M University.

As a minimum requirement, (*company name)*  consists of

 (*number of employees) ,* meeting the minimum requirement for obtaining a corporate club charter.[[1]](#footnote-1)

As a minimum requirement, we submit the required 25 charter signatures needed for approval for official charter by The Association of Former Students.

By presence of this application, we the undersigned (charter members), as organizers of this A&M Club pledge our full support to uphold the strong traditions of active A&M Clubs worldwide. We also understand and fully agree to the minimum requirements for chartering and maintaining active status with The Association of Former Students of Texas A&M University. We have read the Standard Bylaws for active A&M Club status and agree to operate under them.

As an officially chartered A&M Corporate Club of The Association of Former Students, The

 A&M Club agrees to:

A.) Operate under the Standard Bylaws of a chartered A&M Club and the Constitution and Bylaws of The Association of Former Students as such Bylaws relate to the organization of this duly chartered Club.

B.) Elect a Board of Directors and a full slate of Club Officers prior to the beginning of each calendar year and report such information to the Club Programs Office of The Association of Former Students no later than January 1st of each year.

C.) Sponsor and organize the annual April 21 Aggie Muster in addition to a minimum of two regularly called meetings each year.

D.) Have the Club President or designated representative attend each of the two annual Association of Former Students Council Meetings held at College Station, Texas.

E.) Understand that failure on our part to properly discharge the requirements of being a chartered A&M Club may result in our charter being withdrawn at the request of The Association. Similarly, we retain the right to withdraw as a chartered Club of The Association upon written request and by majority vote of our members at regular meetings.

The membership understands that our Club shall not be financially obligated to or by The Association of Former Students, nor shall The Association in any way be obligated or responsible for the financial affairs of our A&M Club.

The membership understands that our Club retains full freedom of local action, expression, and program, with both Club and Association recognizing this charter to be only a working and coordinating agreement for better accomplishment of our common aims.

THE

A&M Corporate CLUB CHARTER SIGNATURES

Name Class year

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

16.

17.

18.

19.

Name Class year

20.

21.

22.

23.

24.

25.

Application Date

Please include with Application for Corporate Club Charter and send to:

The Association of Former Students Club Programs Office

505 George Bush Dr.

##### College Station, TX 77840-2918

##### **Standard Bylaws**

Article I

Name

Section 1/Name:

The name of this organization shall be The A&M Club.

Article II

Charter

Section 1/Relationship with The Association:

The A&M Club shall not be financially obligated to or by The Association of Former Students nor shall The Association in any way be obligated or responsible for the financial affairs of the Club.

In the event of dissolution of the Club, all assets of the Club remaining after payment or settlement of the indebtedness of the Club shall be allocated to The Association of Former Students of Texas A&M University in totality and with no encumbrances. This is construed in no way to obscure the separateness and independence of the Club from The Association during the Club’s legal existence.

Article III

Purpose

Section 1/Purpose:

The purposes of this Club are: To assist the University and The Association of Former Students in any worthy undertaking to the best of our ability as a Club and as individual former students, to strengthen and renew friendship formed in student days and when possible to establish and maintain scholarships for needy and worthy students attending Texas A&M University.

Article IV

Membership

Section 1/Regular Members:

Any person who at one time was enrolled in any of the regular courses of Texas A&M University and all persons who have received advanced or honorary degrees from the University shall be eligible for regular membership in the Club.

Section 2/Associate Members:

Any person not eligible under the foregoing provisions who has demonstrated his/her interest in the University and in the activities of the Club shall have all of the privileges of membership, except the right to hold the office of president.

Section 3/Lifetime Members:

Any member of the Club who has rendered outstanding service to the Club may, with the unanimous approval of the Board of Directors, be elected a Lifetime member. This position is designed to be the highest honor that can be given by this Club.

Section 4/Dues:

Annual dues shall be set as necessary by the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ A&M Club. There is no financial obligation to or from The Association, but if you would like to visit about setting dues we are here to assist and advise only.

Article V

Officers

Section 1/Officers:

Mandatory officers of the Club shall consist of:

1. President

1. President-Elect
2. Immediate Past-President (where applicable)
3. Vice-President/Activities-Programs

5. Vice-President/Finance

Suggested officers of the Club also include:

6. Vice-President/Membership

7. Vice-President/High School Relations

8. Vice-President/Publicity

9. Vice-President/Records

Section 2/Method of Nomination:

Each year, in advance of the election, the Executive Committee shall appoint a nominating committee to prepare a slate of officers to manage the Club for the following year. Only one person will be selected for each vacancy, but provisions will be made on the ballot for write-in candidates.

Section 3/Method of Election:

The officers shall be elected by membership ballot prior to the beginning of each calendar year. All elected officers will assume their respective office on January 1 following the election. The officers shall serve for a term of one year. All officer elections or changes must be reported to the Club Programs Office of The Association of Former Students immediately.

Section 4/Duties of the Officers:

President: Presides at all meetings of the Club and the Board of Directors of which the president is the non-voting Chair. Appoints all committees (except the nominating committee) and serves as ex-officio member of all committees. Acts as liaison with The Association of Former Students. Must be a former student of Texas A&M University.

President-Elect: Presides at meetings in the absence of the President. Serves on the Executive Committee. Assists the President as needed.

Immediate Past President: Serves on the Executive Committee.

Vice-President/Activities-Programs: Oversees and appoints Chairs for programs such as: Muster, Club meetings, President’s Night, special events, and will function in close liaison with The Association Club Programs Office.

Vice-President/Finance: Serves as treasurer of the Club; develops annual Club budget in coordination with the Board of Directors, Executive Committee and other Club officers.

Vice-President/Membership: Directs annual membership drive to recruit new members and reactivate previous members. Prepares a Club membership directory to make it easy for new and current members to obtain information about Club meetings and activities.

Vice-President/High School Relations: Represents the Club in matters pertaining to the continuing relationship with the area high schools, and serves as Chair of the Scholarship Committee.

Vice-President/Publicity: Plans and directs local Club publicity and press relations to enhance its reputation and public image, functions directly with The Association Club Programs Office, and keeps local Club membership informed as to state, national and international activities of Texas A&M.

Vice-President/Records: Maintains all permanent records of the Club, and minutes of all Officer meetings.

Article VI

Directors

Section 1/Directors:

The Board of Directors shall consist of at least three, and preferably nine members. The President shall be a non-voting Chair of the Board of Directors and preside at all meetings of the Board.

Section 2/Method of Nomination:

Each year, in advance of the election, the Executive committee shall appoint a nominating committee to prepare a slate of directors to manage the Club for the following year. Only one person will be selected for each vacancy, but provision will be made on the ballot for write-in candidates.

Section 3/Method of Election:

The Directors shall be elected by membership ballot prior to the beginning of each calendar year and shall assume their position on January 1, following their election. The Directors shall be elected for staggered terms, three years in length; with at least one, and preferably three vacancies being filled each year; however, the remaining two (or preferably six) Directors will continue to serve only if re-nominated each year for continued service in their term of office.

Section 4/Responsibility of Directors:

Provide overall plans, policies and guidelines for the Club; and oversee the actions of the officers. Attend all meetings of the Board of Directors.

Article VII

Executive Committee

The Executive Committee shall consist of the President, President-Elect, and Immediate Past President. The Executive Committee shall meet at any time, and shall guide the annual activities of the Club. In instances where a meeting of all Directors is impractical, the Executive Committee may take action on its own, subject to the responsibility of the Executive Committee to make a full report of such actions at the next regularly scheduled meeting of the Board of Directors; and further subject to the limitation that the Executive Committee may not spend funds in excess of $ without Board approval.

Article VIII

Meetings

Section 1/Club Meetings:

The regular meetings of the Club shall be held at a time and place designated by the Board, and may be held without notice, but shall ordinarily be held at

 . A report of the meetings will be made to the Club Programs Office of The Association of Former Students.

Section 2/Aggie Muster:

The annual Muster of the Club shall be held April 21 of each year. A report of the Muster held will be made to the Club Programs Office of The Association of Former Students with full details of the function.

Section 3/Meetings of the Officers and Directors:

The Executive Committee or the President may call meetings of the Officers and/or Directors at any time. These meetings may be in addition to or in lieu of any regular monthly meetings.

Section 4/Regular Meeting of Directors:

The Board of Directors shall have four quarterly meetings per year. The President shall distinguish one of these meetings to present and review the overall plans and policies of the Club.

Article IX

Committees

Section 1/Appointment:

The President shall appoint standing committees and such others as may become necessary.

Section 2/Programs:

The Program Committee under the direction of the Vice-President/Activities-Programs, shall provide interesting and diversified programs, planned well in advance, and backed up by alternate stand-by programs. They shall also plan the food and beverage menus for each meeting.

Section 3/Scholarship Committee:

This committee, under the direction of the Vice-President/High School Relations, will recommend to the Board of Directors the recipients of Club scholarships.

Section 4/Membership Committee:

This committee, under the direction of the Vice-President/Membership, will conduct an annual membership drive soon after the first of the year. The goal of the Committee should never be pure number of members, but rather, active, participating members. The Committee should periodically check the mailing list of the Club to add prospective members. The Association will also provide each active A&M Club with one listing per year at no charge. This listing can be obtained at the written request of the A&M Club President by contacting the Club Programs Office.

Section 5/Muster Committee:

This committee will plan and conduct the April 21 Muster.

Article X

Amendments

Section 1/Two-Thirds Vote:

Following the meeting at which the motion was originally made and after notice of such amendment is published in a newsletter, the Bylaws of this Club may be amended or changed by a two-thirds vote of the members present at the next regular meeting. The Board of Directors must approve such changes by a majority vote. All Bylaws changes must be submitted to The Association of Former Students and approved by the Director of Club Programs of The Association.

These Bylaws were adopted by the Directors at a meeting held , 20 , and approved by the membership at a regular meeting on , 20 .

 President

CLUB INFORMATION FORM

DATE

***NAME OF CLUB***

CLUB HOTLINE NUMBER ( )

CLUB WEBSITE ADDRESS

CLUB MEETING DATES & LOCATIONS

DATE OF OFFICER ELECTIONS

BEGINNING DATE OF TERMS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***(\*)President***  Class Year

Address City State Zip

( ) (work) ( ) (home)

( ) (cell) (e-mail)

***(\*)President-Elect*** Class Year

Address City State Zip

( ) (work) ( ) (home)

( ) (cell) (e-mail)

***(\*)Immediate Past President*** Class Year

Address City State Zip

( ) (work) ( ) (home)

 ) (cell) (e-mail)

***(\*)V.P. Activities & Programs*** Class Year

Address City State Zip

( ) (work) ( ) (home)

 ) (cell) (e-mail)

***(\*)V.P. Finance*** Class Year

Address City State Zip

( ) (work) ( ) (home)

 ) (cell) (e-mail)

***V.P. High School Relations*** Class Year

Address City State Zip

( ) (work) ( ) (home)

 ) (cell) (e-mail)

***V.P. Membership*** Class Year

Address City State Zip

( ) (work) ( ) (home)

( ) (cell) (e-mail)

***V.P. Publicity*** Class Year

Address City State Zip

( ) (work) ( ) (home)

( ) (cell) (e-mail)

***V.P. Records*** Class Year

Address City State Zip

( ) (work) ( ) (home)

( ) (cell) (e-mail)

***(\*)Muster Chair*** Class Year

Address City State Zip

( ) (work) ( ) (home)

 ) (cell) (e-mail)

***Area Representative*** Class Year

Address City State Zip

( ) (work) ( ) (home)

 ) (cell) (e-mail)

(\*) – Indicates a mandatory office for an active A&M Club. It is suggested that *every* officer position be filled if possible.

A NEW CLUB INFORMATION FORM ***MUST*** BE SUBMITTED EACH JANUARY.

PLEASE NOTIFY OUR OFFICE OF ANY CHANGES THROUGHOUT THE YEAR.

Please mail to:

The Association of Former Students

Club Programs

505 George Bush Dr.

College Station, TX 77840-2918

979/845-7514

Cell: 979/862-8079

E-Mail: Clubs@AggieNetwork.com

##### **BOARD OF DIRECTORS FORM**

DATE

***NAME OF CLUB***

BOARD MEETING DATES

BOARD MEETING LOCATION

**3 YEAR TERM**

1. (\*) Class Year

2. Class Year

3. Class Year

**2 YEAR TERM**

1. (\*) Class Year

2. Class Year

3. Class Year

**1 YEAR TERM**

1. (\*) Class Year

2. Class Year

3. Class Year

(\*) – Indicates a mandatory position for an active A&M Club. It is suggested that *every* director position be filled if possible.

##### **Provision for Dissolution**

IN THE EVENT THAT THE A&M CLUB IS

DISSOLVED, BE IT HEREBY UNDERSTOOD THAT ALL NET ASSETS WILL

REVERT TO THE ASSOCIATION OF FORMER STUDENTS OF TEXAS A&M

UNIVERSITY, COLLEGE STATION, TEXAS.

THE ASSOCIATION OF FORMER STUDENTS IS THE CHARTERING BODY FOR

THE A&M CLUB AND EXEMPT FROM FEDERAL

INCOME TAX UNDER SECTIONS 501 (C)(3) OF THE INTERNAL REVENUE CODE.

Ron G. Spies ’73 A&M Club President

Vice President & Chief Financial Officer The Association of Former Students

The Association of Former Students Texas A&M University

Texas A&M University

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Club Programs Representative

The Association of Former Students

Texas A&M University

1. *Will need to be confirmed by The Association of Former Students*. [↑](#footnote-ref-1)