

LLI Bard College
Lifetime Learning Institute

Lifetime Learning Institute/Bard College
Bylaws

Article I - Name

The name of the organization shall be Lifetime Learning Institute (LLI) at Bard College, PO Box 22, Annandale-on-Hudson, NY 12504. LLI shall be sponsored by Bard College and shall be affiliated with Elderhostel Institute Network (EIN).

Article II - Purpose

To provide opportunities for members to share their love of learning and to exchange ideas and experiences by offering non-credit and non-competitive courses under the sponsorship of Bard College.

Article III - Membership

Membership shall be open to all adults, space available, having interest in the purposes and activities of the organization upon written application and payment of annual dues as set by the governing body. Members shall have the right to vote at all general meetings, hold office and participate in the benefits of the organization and to receive notices and/or reports as issued by LLI.

Article IV- Governing Body

The governing body of LLI shall be a seventeen (17) voting member Council consisting of an Executive Committee of four (4) elected officers, plus five (5) elected Members-at-Large and eight (8) appointed Standing Committee chairpersons. Additionally, there shall be two (2) Ex-Officio members.

The Ex-Officio member appointed by Bard shall have no voting rights and is not counted in the quorum. The immediate past president shall be an Ex-Officio member with no voting rights and is not counted in the quorum.

A quorum shall consist of nine (9) voting Council members .

A Council member having more than five (5) absences shall be considered to have resigned from Council.

No Council member shall serve in two (2) voting positions. Any Council member elected or appointed to another Council position shall have the vacated position filled as prescribed below.

Vacancies that occur on the Council shall have the remainder of the term filled as follows:

A.) Elected Officers and Members-at-Large replacements shall be from LLI members recommended by the Nominating Committee and approved by a majority of the existing Council.

B.) Standing Committee chairpersons from LLI members as recommended by the Nominating Committee and approved by a majority of the existing Council.

C.) The Nominating Committee Chair shall be filled as described below.

The Nominating Committee shall consist of the Chair and four(4) members of whom at least one shall be a non-Council member. At the first Council meeting following the Annual Meeting, the Nominating Committee Chair shall be recommended by the President and elected by the Council. Nominations shall be accepted from the floor. The Chair shall recommend four(4) members for approval by Council.

Elections for the Council shall be conducted each year at the Annual Meeting as follows:

1st year: President, Treasurer, and two (2) Members-at-Large

2nd year: Vice-President, Secretary, and three (3) Members-at-Large

Officers shall take office immediately upon election and serve until new Officers are elected.

All elected Officers and Members-at-Large shall serve for a term of two (2) years with the option to be nominated for one additional two (2)-year term.

The Chairs of the Standing Committees shall serve a term of one (1) year with the option to be nominated for unlimited additional one (1)-year terms.

Article V - Officers

The President shall - preside at all Council and Annual meetings

-appoint ad hoc committees as needed

-be an ex-officio member of all committees except nominating

-serve as chairman of the Executive Committee

-arrange payment of expenses as authorized by Council

The Vice-President shall - perform the President's duties in case of absence
-conduct a Bylaw review at least every three (3) years
-serve as a member of the Executive Committee

The Secretary shall - record and distribute the Minutes of all Council meetings
-prepare attendance sheets for all Council and Annual meetings
-prepare written correspondence as may be requested by the President
-serve as a member of the Executive Committee

The Treasurer shall - keep account of all receipts and disbursements
-prepare financial statement for all Council meetings
-prepare annual budget for Council approval and submission to the Membership at the Annual Meeting for adoption
-prepare Annual Report
-serve as a member of the Executive Committee

Article VI – Committees

Executive – President, Vice President, Secretary and Treasurer

Standing - Class Support, Corresponding Secretary, Curriculum, Hospitality, Membership, Nominating, Registration and Special Events

Ad Hoc – Appointed by the President as needed

Article VII - Meetings

Annual – General membership meeting shall be held before the start of classes each Fall. Votes at this meeting shall require a simple majority of those present and eligible to vote, except Bylaw changes, which shall require a two-thirds (2/3) affirmative vote of those present and eligible to vote.

Council - The Council shall meet a minimum of nine (9) times per year. Special Council meetings may be called at the request of the President or at the request of three (3) Council members with seven (7) days notice. A quorum of nine (9) shall be present to conduct business.

Executive Committee – Meetings shall be called by the President as needed. This committee shall have general supervision of LLI between Council meetings and in the event of an emergency.

Committees – Meetings shall be called by the Committee Chairs as needed.

Special – Special membership meetings may be called by the President or upon written request of ten (10) members of LLI, the purpose to be indicated in the request. Seven (7) days prior notice shall be given to the membership.

Article VIII – Fiscal Year

The fiscal year shall coincide with that of the sponsoring institution, Bard College, July 1 to June 30.

Article IX - Dissolution

In the event of the dissolution of LLI, the net assets of the organization shall be distributed to 501(c)(3) organizations whose purposes are similar to LLI. No funds shall benefit any member.

Article X - Parliamentary Authority

The rules contained in “Robert’s Rules of Order Newly Revised” shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the organization may adopt.

Article XI - Amendments

Bylaws shall be amended only at the Annual Meeting of the membership by a two-thirds (2/3) vote of those present and eligible to vote. Written notice to members of a proposed change or changes to the Bylaws must be given thirty (30) days prior to the Annual Meeting.

The Vice-President shall chair a Bylaw review committee appointed by the President consisting of two (2) members from the Council and one (1) from the general membership. This committee shall be appointed at least every three (3) years to consider amendments to the Bylaws. The committee’s recommendations shall be presented to the Council for approval (nine (9) votes) and then to the membership for adoption.

Bylaws shall become effective immediately upon the approval of the membership.

Revised: 2009
Amended: 2010