

C.L.E.A.N. Slate Alumni Association Bylaws

Effective June 1st, 2011

I. Name

1. The name of the group shall be C.L.E.A.N. Slate Alumni Association (CSAA).

II. Board of Directors

1. The Board of Directors shall serve without pay and consist of seven members.
2. To be an eligible Board member you must be a member of the Drug/DUI Court Team.
3. Board members shall serve two year terms.
4. Vacancies shall be filled by the Board, with the recommendation of the Drug Court Judge or Drug Court Coordinator.
5. Board members shall meet four times a year (once each quarter) following DUI Court (always a Friday).
6. Board members with two absences in any one year period shall be dismissed from the Board.

III. Officers

1. Officer positions for the CSAA consist of President, Vice President, Secretary, Treasurer, and Public Relations Officer.
2. Elected officers shall serve a term of one year.
3. To be eligible to become President or Vice President one must be a Drug/DUI Court graduate in good standing. To be eligible to become Secretary, Treasurer, or Public Relations Officer one must be a Drug/DUI Court graduate or current participant in good standing.
4. Good standing constitutes an individual with a minimum of three months sobriety and regular attendance abiding by the rules of the Association.
5. (a) The Secretary heads the Social/Recreational Events Committee and is responsible for the minutes at the monthly meetings which are to be kept in a minute book. (b) The Treasurer heads the Fundraising Committee and is responsible for keeping record of the Association's budget and preparing financial reports as needed. (c) The Public Relations Officer heads the Community Service/Assistance Committee and is responsible for maintaining the Facebook page. (d) The Vice President heads the Mentor Program and Relapse Panel and is responsible for making mentor matches, scheduling mentor/mentee meetings, and keeping good record of members who serve on the Panel and/or Program. (e) The President heads the Speaker's Bureau and is responsible for continuing the newsletter in the Aftercare Coordinator's (Board member) absence. The newsletter shall be sent out to all members, officers, and Board members no later than the 1st of every month and shall contain meeting information past and present as well as an agenda for the upcoming meeting. The President is also responsible for scheduling participating members of the Speaker's Bureau to speak in the community and at the jail.
6. (a) Officers must attend each and every meeting, however if absolutely necessary may have a maximum of two excused absences. (b) An absence will be

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considered excused if it was approved by a Board member at least one week prior to the missed meeting.

7. Officers who acquire two unexcused absences (an absence that was not given prior approval by a Board member) shall be dismissed from their position.

IV. Committees

1. There are three Committees: (a) Social/Recreational Events (b) Fundraising (c) Community Service/Assistance.
2. The Social/Recreational Events Committee is responsible for planning (with a majority vote) and executing the social events of the Association.
3. The Fundraising Committee is responsible for planning (with a majority vote) and executing the fundraising events of the association.
4. The Community Service/Assistance Committee is responsible for planning (with a majority vote) and executing the community service events of the Association.
5. Members not interested in an Officer position will serve on a Committee.
6. Members are free to choose their Committee.

V. Mission Statement

1. The mission of the DeKalb County C.L.E.A.N. Slate Alumni Association (CSAA) is to promote healthy lifestyles, positive change, and life-long sobriety through a supportive, self-governed, and safe network of C.L.E.A.N. Slate graduates and pre-graduates.

VI. Meetings

1. Regular meetings shall be held at a designated location approved by the Board on the 2nd Wednesday of every month at 5pm.
2. Special meetings may be held at any time when called by the Board or a majority of the Officers.
3. Agendas shall be provided in the monthly newsletter at least 7 days in advance.

VII. Voting

1. (a) A majority of Board members or officers constitutes a quorum. (b) In the absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.
2. Passage of a motion or election of an officer requires a simple majority, one more than half the members and officers present.

VIII. Dismissal

1. As a member or Officer of the CSAA, the use or sale of illegal drugs is strictly prohibited.
2. Those found to be in violation of this rule, and not actively seeking help, will be removed from the CSAA and barred from attending any future meetings, activities, or gatherings.
3. Officers found to be in violation of good standing shall be dismissed from their position.

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IX. Conflict of Interest

1. Any member of the board who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will vacate his/her seat and refrain from discussion and voting on said item.

X. Fiscal Policies

1. The fiscal year of the Board and Association shall be January 1st to December 31st.

XI. Amendments

1. These by-laws may be amended by a two-thirds vote of Board members (or Officers with at least one Board member present) present at any meeting, provided a quorum is reached and a copy of the proposed amendment(s) is/are provided to each Board member and/or Officer at least one week prior to said meeting.