

Bylaws: Osher Lifelong Learning Institute at Clemson University (OLLI) Proposed: May 2003—Final revision, January 2004. Adopted by OLLI membership, January 16, 2004. Article II Purpose amended January 14, 2005. Amendments pending until annual board meeting.

Article I-Name:

The name of this organization shall be Osher Lifelong Learning Institute at Clemson University (OLLI).

Article II-Purpose:

I. OLLI is a membership organization whose mission is to provide opportunities for adults to further their knowledge in both academic and recreational pursuits, and to share their experience and interests with other members. Our vision is to provide residents of the Upstate of South Carolina with an excellent lifelong learning program while embracing the uniqueness of our members and Clemson University.

2. OLLI provides a climate where members are encouraged to participate in the planning, operation, and evaluation of the program.

3. OLLI is a part of the Department of Parks, Recreation and Tourism Management of the College of Health, Education and Human Resources of Clemson University and is operated according to established University and State policies.

Article III- Membership:

I. Membership is open to adults who have a desire for continued learning. There is no specified age.

2. Anyone who registers for a class or subscribes for membership becomes a full member. This entitles the member to participate in OLLI classes and activities, to hold office and vote, and to use Clemson facilities as allotted.

3. Membership fees will be set by the OLLI Board, with approval of Clemson University.

4. All Board members and Committee Chairs must be either full members or subscriber members of OLLI to hold office.

5. Subscriber members are those unable to enroll in regular OLLI classes, but who wish to remain informed of OLLI events and to be supportive of the OLLI program.

6. Other types of membership may be established by the Board.

Article IV-Governance:

1. OLLI has its own Board, Committees and Bylaws.

2. The Board plans activities and programs for OLLI and establishes operating policies and procedures with guidance from the Director of OLLI and with recommendations from OLLI Committees, subject to the approval of the University.

3. The governing body of OLLI is the Board of Directors. The Board consists of the Officers (President, Vice President, and the OLLI Director as ex-officio Secretary-Treasurer), the immediate Past President, three elected At-Large Directors, and the appointed Chairs of the standing Committees.

4. The President and Vice President of the Board will be elected for a term of one year by the full membership.

5. The At-large Directors will be elected by the full membership. At the first election, one director will be elected for a one-year term, one director will be elected for a two-year term and one director will be elected for a three-year term. Thereafter one director will be elected annually.
6. The OLLI Director will serve as permanent ex-officio Secretary-Treasurer.
7. The Board will meet regularly at a time set by the Board.
8. The President will conduct all Board and general meetings in consultation with the Director of OLLI.
9. A majority of the Board members present at a meeting shall constitute a quorum for conducting business.
10. The President, in consultation with the Board, will fill any vacancies on the Board.
11. Any Board member who has failed to attend a majority of regularly scheduled meetings may be removed and replaced by action of the Board.
12. An Executive Committee, consisting of the President, Vice President, Secretary-Treasurer, and an At-large Director may confer and act between Board meetings, with actions approved by the Board at the next regular meeting.

Article V-Committees:

1. Standing committees may be established by the Board. The President may appoint ad hoc committees as deemed necessary for efficient conduct of OLLI. The Chairs of such committees will report at the regular Board meetings.
2. The Board may establish standing committees such as:
  - a) Curriculum Committee which will plan the curriculum of classes that are offered each term.
  - b) Membership and Publicity Committee which will publicize the OLLI program and help recruit new members.
  - c) Long-Range Planning Committee which will help update a plan for the future of OLLI. The immediate Past President automatically will become the Chair of the Long-Range Planning Committee.
  - d) Administration and Governance Committee which will make recommendations for the fees and administration of OLLI.
  - e) Newsletter Committee which will produce a newsletter at least twice a year.
  - f) Special Events Committee which will plan social activities and special events for OLLI.
3. Chairpersons of committees will be appointed by the President in consultation with the Board and will serve for one year.
4. Committee members will be appointed by the committee Chairperson for a term of one year, with the exception of the nominating committee. Names of committee members will be reported to the Board. A Vice Chairperson will be appointed by each committee Chair.
5. Vacancies occurring during the year will be filled by the committee Chair .
6. The Director of OLLI and the President of the Board shall be ex-officio members of all standing committees.
7. Each committee Chair should attempt to find an OLLI member who will act as the Chair-elect for the present year and then will become the committee Chair the following year. The OLLI President will work cooperatively with each committee Chair to help find a person for each Chair-elect position.

Article VI-Nomination and Election Procedures:

1. The Nominating Committee will be composed of the Chairperson and four members appointed by the President in consultation with the Board. Of the five committee members, at least one and not more than two may also be members of the Board. The committee will be established by the beginning of the spring term. Names of the members of the Nominating Committee will be published.
2. Vacancies on the Nominating Committee will be filled by the President in consultation with the Board.
3. Election of the officers and one of the At-large members will be held at the annual meeting in the spring of each year.
4. The Nominating Committee will determine the qualifications and availability of candidates and decide on the slate to be presented.
5. The slate of nominees will be published at least two weeks prior to the elections. Any member wishing to make additional nominations may do so at the time of the election, provided the proposed nominee has been contacted and has given consent.

Article VII-Administration:

1. The Director of OLLI is appointed by the University, with specified duties and responsibilities.
2. OLLI will operate under an annual budget, or a budget for each term, that is recommended by the Board in consultation with the Director of OLLI, agreed upon by the Board, and approved by the University.
3. OLLI shall operate on the same fiscal year calendar as the University (currently July 1 through June 30), deposit all funds in a separate account with the University, and be audited in accordance with University policy.
4. The Director of OLLI may expend or authorize the expenditure of up to \$250. Expenditures in excess of \$1500 must be approved by the President.

Article VIII-Rules of Procedure:

1. Except as specified in the Bylaws, procedures will follow the most recent Robert's Rules of Order.
2. All decisions will be reached by majority vote of those in attendance, except where other provisions have been made in these Bylaws.

Article IX—Adoption:

These Bylaws will become effective upon adoption by a two-thirds vote of those members in attendance at the meeting at which the Bylaws are presented.

Article X-Amendments:

1. Amendments to these Bylaws must be adopted by two-thirds of the members in attendance at any regular meeting of the full members of OLLI.

2. Written notice of the proposed amendments must be provided at least two weeks before the meeting.