ARTICLES

Section I: Name

The name of this organization shall be the Pitt-Greensburg ____________________ Alumni Club/Council of the Pitt-Greensburg Alumni Association (PGAA). The primary contact, named on page 3, for this Club/Council has signed and executed this agreement.

Section II: Purposes

The objective of this Club/Council shall be the promotion of all interests of Pitt-Greensburg, the Pitt-Greensburg Alumni Association, and the University. To that end, the Club/Council shall:

A. Provide an important communications link between alumni and the University.
B. Promote the image and reputation of Pitt-Greensburg within the community.
C. Promote strong positive relationships among alumni, students, parents, and friends within the community.
D. Support the activities and mission of the PGAA, Pitt-Greensburg, and the University.
E. Provide Pitt-Greensburg with a strong core of alumni volunteers who serve as ambassadors for the University.
F. Promote alumni pride and spirit for Pitt.

Section III: Membership Dues

Alumni Club/Councils may not assess dues. All Club/Council events are to be open to alumni, faculty, staff, friends, and family, unless restricted by law (i.e. age requirements where alcohol is served).

Section IV: Leadership/Committees

The Club/Council must have at least one primary contact responsible for Club/Council activities and communication with the PGAA. This individual agrees to be an active member of the PGAA Board of Directors, maintain current contact information with the Association, and respond to alumni requests in a timely manner. In addition, the Club/Council may establish a leadership team and committees as needed to carry out the business of the Club/Council.

Section V: Club/Council Obligations

The Club/Council agree to the following:

A. Club/Council must be financially self-supporting through its programs and events. (An 09 account may be requested on the Club/Council’s behalf by the PGAA.)
B. Maintain proper storage and upkeep of any University provided supplies.
C. Club/Council leadership have a fiduciary responsibility to operate the Club/Council in a responsible manner and in accordance with policies of the PGAA.
D. Upon dissolution of a Club/Council, all assets are to be forwarded to the PGAA.
E. Scholarships – Fund-raising events should be held to support University scholarships. Individuals and businesses may not be solicited for scholarship donations without consent from the PGAA. All Clubs/Councils that sponsor scholarships must establish an endowment with the Association and all scholarships must be awarded through the PGAA.
F. All donations will be deposited into an established University or general Club/Council account, and transferred, as appropriate.
G. Clubs/Councils provide programming for diverse interests and age groups. This includes at least one Club/Council-wide alumni event each year. Event attendees list should be provided to the PGAA.
H. Annual reporting must be submitted to the PGAA by April 1 of each year. These include a year-end summary, an annual plan for the upcoming year, Club/Council contacts update and completion of a fiscal report form (provided by the PGAA).
I. Clubs/Councils must abide by all rules set forth by the PGAA as a representative of the University. This includes marketing standards and legal regulations.
J. No Club/Council member will have any right, title, or interest in any of the property or assets, including any earnings or investment income, of the Club/Council, nor will any of the property or assets be distributed to any Club/Council member on its dissolution.
K. In geographic regions where active Clubs/Councils exist, the PGAA requires collaborative partnership for University impact events (National Networking Day, Blue and Gold Weekend, University on the Road, Freshmen Sendoffs) to ensure maximum alumni participation.
L. Primary contact is an active member of the PGAA Board of Directors.

Section VI: Pitt-Greensburg Alumni Association Support

In return for the above listed service and support, the PGAA agrees to provide the following information and support to Clubs/Councils:

A. The ability to be an officially recognized entity of the PGAA. The term “Pitt-Greensburg Alumni Association” and “PGAA” are protected by trademark. Through an arrangement with Pitt, the Association hereby authorizes the Club to use “Pitt-Greensburg Alumni Association” for Club/Council-related purposes only. The Association may terminate this authorization at any time for any reason. Pitt marks may not be used without written permission from the University.
B. Marketing of Club/Council events to alumni in the defined region via postcard mailers and/or e-mails as agreed upon.
C. Conduct surveys to gauge alumni leadership and engagement opportunities within Club/Council demographics.
D. Provide information and event programming on the alumni webpage/site and on social media.
E. Assist, as time permits, with event planning resources, including procurement of University officials for Club events. (The PGAA will become primary facilitator for events involving senior University officials).
F. If applicable, assist with the establishment and stewardship of an effective scholarship program.
G. Limited quantity of giveaway items and materials for events.
H. Information regarding the PGAA activities and projects.
I. Information regarding Pitt-Greensburg news and activities that may be of particular interest or relevance to the Club/Council.

Section VII: Exclusions

A. Neither the PGAA nor the Club/Council leadership is obligated to provide financial support to the Club/Council.
B. The Club/Council shall not release or sell personal or financial information about alumni, students, members, or volunteers for any purpose.
C. No Club/Council member may use any member contact information for personal, political, or commercial purposes, or any other non-Club/Council related purpose.
D. In the event that Club/Council contact no longer wishes to or is unable to serve as the contact person for the above-named Club/Council, responsibility may be transferred to a new contact person by notifying the PGAA and providing the name and contact information for the person who has been selected by the Club/Council to assume specific contact person responsibilities.

This agreement shall be in effect until terminated by both parties.

On behalf of the __________________________ Club/Council of the Pitt-Greensburg Alumni Association, this agreement is accepted by:

Printed Name: __________________________________________

Signature:  __________________________________________

Date:  __________________________________________

E-mail:  __________________________________________

Phone:  __________________________________________

Address:  __________________________________________

____________________________________________________

Club/Council Name:  ____________________________________

Club/Council Goal:  ____________________________________

PGAA Rep:  __________________________________________

Title:  _______________________________________________