CONSTITUTION
OF THE PRINCETON UNIVERSITY
CLASS OF 1961

ARTICLE I

The name of this organization shall be "Princeton University Class of 1961" hereinafter referred to as the class.

ARTICLE II

Membership shall consist of (1) all men who are listed officially by Princeton University as being in the class of 1961, and (2) honorary members, whose nomination has been made by any member of the class or by the Executive Committee, and whose election has been effected by a majority vote of the class attending any annual meeting.

ARTICLE III

The officers of the class shall consist of a president, a vice president, a secretary, and a treasurer.

1. Candidates for the office of president shall be the four, and candidates for the offices of secretary and treasurer shall be the three men receiving the highest number of votes within a reasonable time from a mailing of ballots for nomination purposes to all members of the class.

2. The President shall be the presidential nominee receiving the highest number of votes and the Vice President shall be the presidential nominee receiving the next highest number of votes. The Secretary and the Treasurer shall be respectively the nominees receiving the highest number of votes for that office. The officers shall hold office commencing Sunday of reunion week of the year of election for a term of five years or until their successors are appointed. No incumbent (with the exception of the Secretary) may succeed himself in office directly, but may be elected to any other office. Ballots shall be counted by the President and such members of the Executive Committee, not candidates, as shall be appointed by the President for that purpose. In any election year nominations will officially be obtained prior to the first day of April and the election will occur prior to the first day of June. Announcement of the names of the newly elected officers will be made during the reunion weekend of the election year.
3. The duties and powers of the officers shall be as follows; namely:

a. In general as to all officers:

(1) To be a member of the Executive Committee;
(2) To perform all the duties attendant on each such office respectively whether or not specifically set forth;

b. President:

(1) To preside at all class meetings and all meetings of the Executive Committee;
(2) To give such authorizations and approvals and to make determinations as are hereinafter provided;
(3) Send out such newsletters or other class communications as may be appropriate, including mailing of ballots;

c. Vice President:

(1) To act in the place of the president in his absence or incapacity;
(2) To perform such other duties as may be delegated to him by the President;
(3) To keep the minutes of all meetings of the class and of the Executive Committee;

d. Secretary:

(1) To keep or supervise all records of the class;
(2) To provide regular class notes for the Princeton "Alumni Weekly;"
(3) To represent the class at all meetings of the Alumni Council at which the Class Representative cannot be present;
(4) Designate classmates to write individual memorials for publication in the Princeton "Alumni Weekly;"

e. Treasurer:

(1) To be responsible for all general class assets.
(2) To raise necessary class funds by dues or by other means.
(3) To sign all checks on the class bank account and pay all bills of the class.
(4) To render detailed financial reports to the Executive Committee as required by such committee, to be submitted to the President on or before the first day of August.
(5) To open a class bank account in any bank upon the written authorization of any two officers of the class.
(6) To deposit with or without interest and to invest the assets of the class in any investment or reinvestment which shall be first approved at any meeting of the Executive Committee.

4. The authorization, or approval, or determination of any class officer shall not be required when such officer is without the United States at the time such authorization, approval, or determination would otherwise be required under this constitution.

ARTICLE IV

1. The Executive Committee shall consist of the following: Class Officers, Class Agent, Reunion Chairman, Memorial Representative, and six other members of the class, who shall be appointed by the Class Officers for a term of five years. All past presidents of the Class shall be members ex-officio of the Executive Committee.

2. The Executive Committee shall have general supervision over the conduct and business of the class and shall by majority vote of a quorum appoint to serve, as it shall determine, to perform the following duties and render such reports as it shall require, the following class representatives:

a. Class officers when any office shall for any cause be vacant, to serve for the balance of the term of any ex-officer or until a general election for such office shall be held.

b. Class Agent, to be appointed for a term of up to five years, who shall have charge of raising of funds through Annual Giving and who shall serve as liaison between the class and the Princeton University Fund (except on those matters which are the responsibility of the Memorial Representative).

c. Reunion Chairman, to be appointed annually, who shall have general charge of all class reunions, raising of necessary funds therefor, and banking and disbursing of such funds;

d. Class Memorial Insurance Agent, who shall be appointed for a term of up to five years, who shall have charge of all class memorial insurance records and the payment of premiums for such insurance.

e. Such other agents or committees as it shall deem appropriate.

3. The Executive Committee shall hold such meetings as the class officers shall authorize but not less than one annually, and five shall be a quorum at any such meeting.
ARTICLE V - CLASS MEETINGS

1. The Class shall hold annual meetings during commencement week at Princeton University, at such place as the President and the Reunion Chairman shall determine.

2. The members present at such annual meetings shall constitute a quorum.

ARTICLE VI - ADOPTION AND AMENDMENT

1. This constitution shall be adopted and may be amended by a two-thirds vote of the members present at any annual meeting.

2. Amendments may be proposed at any annual meeting by any members of the class.

June 1968
BY-LAWS
OF
PRINCETON UNIVERSITY CLASS OF 1961

ARTICLE I
MEMBERSHIP

Section 1. Eligibility. Members of the Princeton University Class of 1961 shall include (i) regular members, who shall include all persons who at any time shall have been correctly listed by Princeton University as being in the Class of 1961, and (ii) honorary members, each of whom shall have been nominated by a regular member or by the Executive Committee, and elected by a majority of members present at any annual meeting of the Class.

ARTICLE II
MEETINGS

Section 1. Time and Place of Annual Meetings. The Class shall hold an annual meeting of members each year during reunion week, at such time and place as the President and the Reunion Chairman shall determine.

Section 2. Special Meetings. Special meetings of the Class may be called at any time by the President or by order of the Executive Committee.

Section 3. Notices. Written notice of all special meetings shall be given in advance to all members of the Class specifying the place, date and hour of such meeting. Notice of the place, date and hour of each annual meeting shall be given in such manner as the President shall determine to be practicable.

Section 4. Quorum. The members present in person or by proxy at a meeting of the Class shall constitute a quorum.

Section 5. Action. Except as otherwise provided in the Constitution of the Class or these By-Laws, action taken by
a majority of the members present in person or by proxy at any meeting of the Class shall, for all purposes, be deemed to be the action of the Class.

ARTICLE III

OFFICERS

Section 1. General. The Officers of the Class shall include a President, a Vice President, a Secretary and a Treasurer.

Section 2. Election of President and Vice President.

(a) Elections of the President and the Vice President shall be held every five years. Candidates for the office of President shall be regular members of the Class and shall include all persons nominated by, or in accordance with procedures adopted by, the Executive Committee.

(b) The election of the President and the Vice President shall be held, at the discretion of the Executive Committee, either at the annual or a special meeting of members. Voting at any such meeting, unless so directed by the President, need not be by written ballot. The candidate receiving the highest number of votes shall be elected the President. The candidate receiving the next highest number of votes shall be elected the Vice President. Ballots or votes shall be counted by the Secretary, or in his absence, by such other person or persons, who are not themselves candidates, as shall be designated by the President.

Section 3. Appointment of Other Officers/Agents.

The Executive Committee shall appoint, or authorize the President to appoint, the Secretary and the Treasurer, and, in addition, a Reunion Chairman, a Class Agent, a Memorial Agent and such additional agents and representatives of the Class, as it may deem appropriate.

Section 4. Vacancies. Vacancies in any office shall be filled by the Executive Committee.

Section 5. Term. The President and the Vice President shall each hold office commencing Sunday of the reunion week occurring in the year of his election, and continuing for a term of five years, or until his successor is elected and takes office, or until his earlier death or resignation. The
incumbent President may be reelected for one, but not more than
one, successive five-year term. The Secretary and Treasurer
shall be appointed for a term determined by the Executive Com-
mittee, which term shall continue no longer than the unexpired
portion of the current five-year term of the President. The
Reunion Chairman shall be appointed annually for a one-year
term. The Class Agent and the Memorial Agent shall be ap-
pointed for a term not exceeding five years. The term of ser-
vice of all other agents and representatives shall be as deter-
mined by the Executive Committee.

Section 6. Duties of Officers. The duties of the
officers of the Class shall be as follows:

(a) President:

(1) subject to the control of the Executive
Committee, to have general and active charge, and to
undertake the supervision, of all the business and
affairs of the Class, and to see that all directions,
orders and resolutions of the Executive Committee are
carried into effect;

(2) to preside at all Class meetings and at all
meetings of the Executive Committee;

(3) to give such authorizations and approvals
as may be provided in these By-Laws; and

(4) to send out such newsletters and other
Class communications as may be appropriate,
including, without limitation, the mailing of bal-
lots.

(b) Vice President:

(1) to act in the place of the President in his
absence or incapacity;

(2) to perform such other duties as may be del-
egated to him by the President; and

(3) to take the minutes of all meetings of the
Class and of the Executive Committee.

(c) Secretary:

(1) to keep or supervise all records of the
Class;
to provide regular Class notes for the
Princeton "Alumni Weekly";

(3) to represent the Class at all meetings of
the Alumni Council at which the Class Representative
cannot be present; and

(4) to designate members to write individual
memorials for publication in the Princeton "Alumni
Weekly".

(d) Treasurer:

(1) to be responsible for all general Class as-
sets;

(2) to raise necessary Class funds by dues or
other means;

(3) to sign all checks on the Class bank ac-
count and to pay all bills of the Class;

(4) to render detailed financial reports to the
Executive Committee as directed by such committee,
and to submit the same to the President on or before
the first day of August of each year;

(5) to open a Class bank account at any bank
upon the written authorization of any two other offi-
cers of the Class; and

(6) to invest the assets of the Class in any
investment approved by the Executive Committee.

Section 7. Duties of Certain Agents and Representa-
tives. The duties of the Class Agent, Reunion Chairman, Memo-
rial Agent and each Regional Vice President shall be as fol-
lows:

(a) Class Agent:

The Class Agent shall have charge of the raising
of funds through annual giving and shall serve as li-
aison between the Class and the Princeton University
Fund (except on those matters that are the responsi-
ability of the Memorial Agent).
(b) **Reunion Chairman:**

The Reunion Chairman shall have general charge of all class reunions, the raising of funds therefor, and the banking and disbursing of such funds.

(c) **Memorial Agent:**

The Memorial Agent shall have charge of maintaining all class memorial records and archives.

(d) **Regional Vice Presidents:**

The Regional Vice Presidents shall have general charge of regional Class clubs and activities as specified by the Executive Committee.

**ARTICLE IV**

**EXECUTIVE COMMITTEE**

**Section 1. Administration.** The affairs of the Class shall be managed and controlled by the Executive Committee in accordance with Article IX of the Constitution of the Class. The Executive Committee shall be comprised of the President, the Vice President, the Secretary, the Treasurer, the Class Agent, the Reunion Chairman, all Regional Vice Presidents, if any, all past Presidents of the Class and six other members of the Class, who shall be appointed by the President, after consultation with the other officers of the Class, for a term not exceeding five years.

**Section 2. Meetings.** Meetings of the Executive Committee shall be held not less frequently than once each year, and shall be called by, or at the direction of, the President. Action of the Executive Committee shall be taken by a majority of the members thereof present in person or by proxy at a meeting at which a quorum shall be constituted.

**Section 3. Quorum.** Five members of the Executive Committee shall constitute a quorum at any meeting of the Executive Committee.
ARTICLE V

AMENDMENTS

Section 1. These By-Laws may be amended by the vote of a majority of the members of the whole Executive Committee.