

**CONSTITUTION
PRINCETON UNIVERSITY
CLASS OF 1994**

ARTICLE I

Name

The name of this organization shall be "Princeton University Class of 1994" hereinafter referred to as "the Class."

ARTICLE II

Constitution

This Constitution formally establishes and creates the organization. The provision of this Constitution shall control and govern all matters affecting the organization, other documents or instruments notwithstanding.

ARTICLE III

Powers

The purpose of this organization shall be to further the interests, welfare and educational aims of Princeton University by providing a vehicle for fellowships, cooperation, communication, and achievement among the members of the Class, for so long as the organization is in existence and Princeton University remains organized exclusively for charitable, educational or scientific purposes under Section 501 (c)(3) and 170 (b)(1)(A) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE IV

Purpose

Subject to the provisions of this Constitution, the organization shall have full power and authority to perform any lawful acts and to exercise any rights not otherwise limited by law. Without limiting the generality of the foregoing, the organization shall have all rights and powers of any unincorporated association under the laws of the State of New Jersey.

ARTICLE V

Existence

Unless sooner terminated as provided in the By-laws, the existence of this organization shall terminate when fewer than ten regular members of this organization are living.

ARTICLE VI

Membership

Guidelines for membership and its termination are as follows:

- A. The following shall be members of the Class of 1994:
 1. Regular Members. All persons who are listed officially by Princeton University as being members of the Class of 1994; and
 2. Honorary Class members, who may be recommended by any member of the Class and approved by the Class Executive Committee.
- B. Payment of dues is not required for membership for voting purposes.
- C. The process of terminating the membership of any person may be initiated by the member's own written request (delivered to the Secretary of the Class) for transfer to another Princeton University class of which he or she was at some time a member.

ARTICLE VII

Organization

Full management and control of the affairs of The Class of 1994 is vested in the Executive Committee. The elected officers of the Class shall comprise the Executive Committee and shall be:

- The President
- The Executive Vice-President
- The Secretary
- The Treasurer

ARTICLE VIII

General Limitations

This organization shall not, except to an insubstantial degree, carry on any other activities not permitted to be carried on:

- A. By an organization exempt from Federal income tax under section 501 (c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law); or
- B. By an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law).

ARTICLE IX

Political Limitations

No substantial part of the activities of this organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and this organization shall not participate in, or intervene in (including the publishing and distribution of statements) any political campaign on behalf of any candidate for public office.

ARTICLE X

Financial Limitations

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, any member, trustee, officer, director or any other private person. All of the assets and net earnings of the organization will be used to further the organization's purpose.

ARTICLE XI

Duties of Officers and Committees

All officers of the Class will serve as members of the Steering Committee as required, represent the Class on appropriate occasions, and perform all duties attendant to each such office respectively, whether or not specifically set forth in this Constitution, in the spirit of this Constitution and to uphold the tradition of the great Class of 1994. The specific duties of the officers shall be as follows:

A. President

1. To preside at Class meetings and meetings of the Steering Committee;
2. To give such authorizations and approvals and make such determinations as are provided in this Constitution;
3. To provide for and supervise the preparation, the distribution and counting of ballots for elections;
4. To write at least one letter to the Class each year which shall accompany petitions for class dues.
5. To cast the deciding vote in the case of a tie.

B. Executive Vice President

1. To act in the place of the President in the absence or incapacity of the President;
2. To coordinate the Regional Vice President network;
3. To appoint a Class representative to local alumni committees (e.g. Schools Committee).

C. Secretary

1. To keep or supervise all non-financial records of the Class, including the Supervision of records kept by any other person (except the Treasurer) given duties by this Constitution, and to oversee the transfer of records between successive officers;
2. To provide regular Class notes for the Princeton Alumni Weekly and to send out such newsletters or other Class communication as may be appropriate;
3. To maintain a current list of names and addresses of the members of the Class;
4. To keep minutes of all meetings of the Class;
5. To perform other such duties as may be delegated to the Secretary.

D. Treasurer

1. To be responsible for all general Class assets;
2. To raise necessary class funds through dues or through other means, coordinating within the Class Annual Giving Agent, and with approval of the Executive Committee;
3. To send three dues appeals during the fiscal year;
4. To pay all bills of the Class and to make provision for bank accounts as determined by the elected members of the Class;
5. To prepare an annual budget for the class;
6. To render detailed financial reports to the Executive Committee as required by such committee (at least one per annum) and to the Alumni Council as required;
7. To deposit with or without interest and to invest and reinvest the assets of the Class in any investment or reinvestment which shall first be approved by the Executive Committee and subject to the continuing review of the President.

ARTICLE XII

Meetings

The annual meeting of the members of the Class shall be Reunions Weekend, and shall be advertised in the Princeton Alumni Weekly as to the time and location at least one month prior to the date of the meeting. The Executive Committee shall meet at least twice a year, once during Reunions Weekend, and on at least one other occasion during the academic year. The members of the Executive Committee present shall constitute a quorum for the Executive Committee meetings.

ARTICLE XIII

Nominations for Elections

Nomination, qualifications and procedures are as follows:

- A. At least five months in advance of each election the President shall appoint a Nominating Committee of at least five members, of which the President shall be an ex-officio member and Chair.
- B. Membership on the Committee shall not disqualify a member of the Class from nomination for any office.
- C. No member of the Committee may vote on the nomination for any office for which that member is a candidate for nomination.
- D. No members may be nominated by the committee for any office by less than a majority vote of those members of the Committee present and voting.
- E. No member of the Executive Committee may be elected for more than two successive terms.
- F. The President shall advertise the slate of nominated candidates at least three months prior to the elections.
- G. Additional nominees may be proposed prior to the elections, provided that their names shall be submitted to the President in writing at least two months prior to the election accompanied by the signatures of at least ten classmates. Those nominations shall then go through the procedure outlined in this article.

ARTICLE XIV

Elections

Elections for all officers shall take place each spring starting in 1994 and at five-year intervals thereafter, and officers elected shall hold office until the election and qualification of their successors, or until appointment in accordance with Article XIV

A. Procedures for Elections

1. Ballots shall be provided by the President to all active members of the Class by mail at least one month prior to the closing of the polls.
2. Tally shall be made by the President with the aid of such assistants, not nominees for office as the President may select for such purpose.
3. All election procedures not expressly described herein shall be determined in accordance with the procedure cited in *Robert's Rules of Order* for secret elections by mail.

B. Write-in Candidates

1. All ballots, in addition to listing the nominees of the Nominating Committee, shall contain space for votes of write-in candidates.
2. Votes may be cast for any members of the Class for any elected office.
3. There shall be no electioneering.
4. Elections in 1994 only will have a timetable determined by the current elected officers of the Class.

ARTICLE XV

Appointments

All appointed officers shall be named by the President, subject to the majority approval of the Class Executive Committee. Vacancies in elected offices shall be filled in accordance with this article. The number of Regional Vice Presidents and Class Reunion Chairpersons shall be determined by the Executive Committee.

ARTICLE XVI

Resignation and Removal of Officers

Officers may resign by submitting a letter to the President of the Class Steering Committee. Officers may be removed from office with the approval of at least two-thirds of the Class Steering Committee after due process.

ARTICLE XVII

Dissolution

Upon dissolution (termination) of this organization, after making provisions for all its obligations and liabilities, all of the assets of this organization shall be given to Princeton University, so long as it is organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision for any future United States Internal Revenue Law). Any such assets not so disposed of shall be distributed, by the order of any New Jersey Court with jurisdiction, exclusively for such purposes, or to such organization or organizations which are organized and operated exclusively for such purposes.

ARTICLE XVIII

By-Laws

The Executive Committee may enact, and may from time to time amend. By-laws not inconsistent with the provisions of this Constitution.

ARTICLE XIX

Procedures for Awarding of Class of 1994 Outstanding Achievement Award

- I) The Class of 1994 endowed the award in June of 1994 with a "revere cup" and a stipend.
- II) The award is to be given to the chosen member of the class of 1994 biannually beginning in June of 1995.
- III) Selection of award recipient will be as follows:
 - a) The current class president will appoint a committee of at least three members, with a designated chairperson, to serve a minimum two-year term.
 - b) The committee will begin soliciting nominations for award recipients beginning at the Reunions of the year prior to the awarding of the cup. Solicitation of nominations may occur through the PAW or other means.
 - c) The committee shall receive the nominations by a stipulated deadline and then select the recipient by a majority vote of the committee members by May 1 of the awarding year.
 - d) The recipient shall be notified by the first week in May and encouraged to attend the Reunion that year.
- IV) Criteria for selection of recipient:
 - a) Recipient must be an official member of Class of 1994.
 - b) Recipient should demonstrate outstanding achievement in his/her field of work that benefits the community as a whole, and whose contributions bring pride to the Class of 1994.
 - c) Candidates can receive award one time during their lifetime, but may be nominated an unlimited number of times.
- V) Procedure for awarding cup:
 - a) Award recipient shall be announced at the class meeting during Reunions, at which time he/she will be presented with the revere cup with his/her name and the year engraved on it.
 - b) The award recipient will be given possession of the cup for a two-year period, along with a miniature version to keep permanently.
 - c) At the major Reunion every five years, all three winners of that five-year period shall be recognized at the class meeting.

ARTICLE XX

Adoption and Amendments

This Constitution may be adopted, and thereafter amended, by the vote of a majority of the members of the Executive Committee.

- A. Amendments to the Constitution shall be proposed only in the following ways;
 - 1. To the Secretary by a two-thirds vote of the Steering Committee; or
 - 2. To the Secretary by twenty or more members of the Class.
- B. Proposed amendments shall be submitted with a ballot to the Class members by mail at least one month prior to the closing of the polls with the recommendation of the Steering Committee, pro or con. The vote shall be conducted in accordance with the procedures cited in *Roberts Rules of Order* for mail votes by secret ballot, and shall be adopted by a majority vote of class members responding.
- C. Amendments to this Constitution prior to its adoption in the Spring of 1994, shall be submitted in writing by the last day of May 1994 to the Executive Committee for consideration.

ARTICLE XXI

Effective Date of the Constitution

The constitution shall become effective immediately upon its adoption by a majority of those Class members voting in a voice vote during the Spring Semester of 1994.

ARTICLE XXII

Situs

The organization shall have its situs at Princeton University, Mercer County, New Jersey.

Bylaws of the Princeton University Class of 1994

- I. NAME: The name of the organization is the Princeton University Class of 1994.
- II. ORGANIZATION: The organization is an unincorporated association formed under the laws of the State of New Jersey. It is also a member of the group exemption of Princeton University (the “University”), and as such, is subject to the general supervision and control of the University. By virtue of being a member of the group exemption, the organization is exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”). The organization shall conduct its activities exclusively for educational purposes within the meaning of Section 501(c)(3) of the Code and subject to the Constitution adopted by the organization and approved by the University. In the event of a conflict between the terms of these Bylaws and the terms of the organization’s Constitution, the terms of the Constitution shall prevail.
- III. PURPOSE: The purpose of the organization is to further the interests, welfare and educational aims of Princeton University. The organization shall also:
 - A. Provide services and programs to alumni that enrich their lives and encourage their lifelong engagement with the University, with its faculty and students, and with their fellow alumni.
 - B. Initiate and sustain robust lines of communication among alumni, and in both directions between alumni and the University.
 - C. Sustain a culture of inclusion, respect, and unity, celebrating those shared Princeton University experiences and relationships that we value, honoring our differences, and avoiding partisanship.
 - D. Encourage lifelong commitments by alumni to the life of the mind by offering educational opportunities of various kinds.
 - E. Promote alumni service to members of the University community, including other alumni; to the University itself; in their home communities; and in the broader global community.
 - F. Ascertain the needs and interests of the University’s increasingly diverse alumni body to provide services and programs that meet their diverse needs and interests.
 - G. Seek both to maximize participation in its programs and activities and to reach out to alumni who are not currently engaged in the ongoing life of the University.
 - H. Conduct its activities in conformance with policies and guidelines adopted by the University for alumni associations that are members of its group exemption.

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IV. MEMBERSHIP:

Organization membership is open to:

1. All persons who are listed officially by Princeton University as being members of the Class of 1994.
2. Honorary Class members, who may be recommended by any member of the Class and approved by the Executive Committee.

V. EXECUTIVE COMMITTEE MEMBERS: The Executive Committee is the organization's governing board, and it shall have no fewer than four members.

The Executive Committee shall include the following elected members: President, Vice President, Treasurer and Secretary. The President and other members of the Executive Committee shall be a Princeton University alumnus/alumna and member of the Class, provided that in the event that the Class requires assistance to administer Class business or perform officer duties, the President may call upon other appropriate parties to assist in the performance of designated duties. The Executive Committee shall have the authority to create such other elected Executive Committee offices with such responsibilities as it deems advisable.

The Executive Committee shall also include the non-elected members listed under Section VII below. The non-elected Executive Committee members shall be appointed by the elected Executive Committee members. The Executive Committee may also create such other non-elected Executive Committee offices with such responsibilities as it deems advisable. For elected and non-elected Executive Committee members, co-officers are permitted.

The President shall serve a term of five years, commencing on July 1 of any major reunion year and ending on June 30 of the next succeeding major reunion year. Each other Executive Committee member shall serve a term coterminous with that of the President.

All Executive Committee members may succeed themselves, but they may serve only two consecutive full terms at a time.

VI. DUTIES OF ELECTED EXECUTIVE COMMITTEE MEMBERS: The President shall serve as the main liaison between the Class, alumni body at large and the University; convene and conduct meetings; supervise and coordinate activities of the organization; and have such further duties as ordinarily pertain to the office of President.

The Vice President shall lead regional and ongoing activities; assist with off-year Reunions plans; and convene and conduct meetings and take over the duties of the President in the President's absence.

The Treasurer shall collect all dues and contributions; keep the books and accounts of the organization; have custody of all funds of the organization; submit an annual financial report of the organization to, and such other information requested by, the University so that the

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organization may be included in the University's group tax return; render such other periodic reports of the financial condition of the organization as directed by the President of the organization; attend to the payment of bills and obligations; and have such further duties as ordinarily pertain to the office of Treasurer. All funds of the organization shall be deposited in accounts of the organization in a bank designated by the Executive Committee.

The Secretary shall facilitate communication between classmates; prepare the Class Notes column for the *Princeton Alumni Weekly*; coordinate class mailings and electronic communications; keep the records of the organization; keep minutes of all meetings of the membership and the Executive Committee, including attendance and actions; and have such further duties as ordinarily pertain to the office of Secretary. The Secretary shall also be the organization's main contact person for responding to alumni inquiries; shall notify Alumni Records of classmates' change in contact information; work with Technology Chair and Social Media Chair to oversee website and social media; and write class memorials (unless already covered by a Class Memorialist).

The President may delegate to members of the Executive Committee, or to subcommittees consisting of Executive Committee members and/or other members of the organization selected by the President, additional duties if necessary for successful operation of the organization. These duties may include, but are not limited to, coordinators and contacts with appropriate University functions such as the Advancement Office.

VII. DUTIES OF APPOINTED EXECUTIVE COMMITTEE MEMBERS:

The Reunion Chair shall have general charge of all Class Reunion events, of constituting and coordinating the efforts of a Reunion Committee, of raising funds necessary for the Reunion events, and of disbursing and accounting for such funds.

The Class Agent for Annual Giving shall have charge of the raising of funds for Princeton University's Annual Giving, of keeping records of the Class in connection therewith, and of appointing of Special Gifts Chair, Participation Chair, or other volunteer positions, when necessary or appropriate.

The Diversity, Equity and Inclusion ("DEI") Chair is responsible for forwarding the Class' mission of addressing systemic bias and promoting equity by serving as a formal leader dedicated to spearheading and organizing Class programming including issue advocacy, outreach, and engagement. The DEI Chair is charged with collaborating with Class officers, classmates, students, and the broader University community to organize regional / virtual gatherings, panels, book clubs, and any other events that raise awareness of systemic bias, promote equity and inclusion, and demonstrate how we as Princetonians can bring about positive change.

The Regional Representatives / Regional Vice Presidents shall coordinate and plan regional events for the Class and will work with local regional associations to maintain a class presence.

The Class Historian shall be responsible for keeping and maintaining the official record of the events of the Class, including all major and off-year reunions, and for keeping and preserving all official Class memorabilia.

The Class Memorialist shall be responsible for preparing and publishing memorials for deceased members of the Class in the *Princeton Alumni Weekly* and for representing the Class at memorial services of the Class or Princeton University.

The Technology / Social Media / Communications Chair shall be responsible for maintaining the Class webpage, recommend communications strategy, and shall be responsible for maintaining contacts and exchanging information with other alumni groups.

The Community Service Chair shall coordinate and plan Class community service efforts.

- VIII. NOMINATION, ELECTION, RESIGNATION AND REMOVAL OF EXECUTIVE COMMITTEE MEMBERS: Elected Executive Committee member elections shall be open and publicized to the entire organization's membership. Nominations for Executive Committee elections shall be made by a nominating committee appointed by the President at least five months prior to the election. The nominating committee shall consist of five active organization members, including two current Executive Committee members. It shall nominate at least one candidate for each elected office and present its report to the Executive Committee at least two months prior to the election. Election of Executive Committee members shall take place online and conclude at or before the annual meeting of the membership. Good faith effort will be made to reach all active classmates by email with election information and instructions.

The Executive Committee shall fill any vacancies in an office of the Executive Committee caused by any reason, including but not limited to death, incapacity, resignation or removal, at a meeting of the Executive Committee. Any member so elected to fill a vacancy shall serve for the remainder of the unexpired term.

Any member of the Executive Committee may resign by submitting a written resignation to the President of the organization. Such resignation shall be effective as of the date received by the President of the organization and shall automatically terminate the person's membership on the Executive Committee.

Any member of the Executive Committee may be removed with or without cause by majority vote of the entire Executive Committee.

- IX. MEETINGS OF MEMBERS: The annual meeting of the organization's membership shall be held each year during Reunions weekend, and special meetings of the membership shall be held, at such time and place as the President or two or more members of the Executive Committee shall determine. At the annual meeting of the membership, the election of elected Executive Committee members shall take place (unless already held) and a report of the President shall be submitted. Notice of all membership meetings shall be mailed or sent electronically to each member at least [thirty] days prior to a meeting. The organization shall strive to hold at least one in-person membership meeting per year. However, at any membership meeting, members may participate by any means of communication by which

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all persons participating in the meeting are able to hear each other. Ten members shall constitute a quorum at any meeting of the membership. All elections and other questions put up to the membership shall be decided by majority vote of those in attendance.

- X. **MEETINGS OF THE EXECUTIVE COMMITTEE:** Meetings of the Executive Committee shall be held at such times and places as the President or two or more members of the Executive Committee shall determine. Notice of all Executive Committee meetings shall be mailed or sent electronically to each Executive Committee member at least five days prior to a meeting. There shall be a minimum of four Executive Committee meetings per year. The presence of at least a majority of the members of the Executive Committee shall constitute a quorum, but less than a quorum shall have the power to adjourn a meeting from time to time until a quorum is present.

Except as otherwise provided herein, decisions of the Executive Committee shall be made by a majority of those present and eligible to vote. An Executive Committee member shall not be entitled to vote on any matter directly involving the member or which will or is reasonably likely to cause an actual or apparent conflict of interest. Any or all members of the Executive Committee may participate in a meeting of the Executive Committee by any means of communication by which all persons participating in the meeting are able to hear each other.

Executive Committee members shall attend or participate in meetings, as schedules permit, and shall endeavor to help administer the organization's affairs and finances and help to promote the goals of the organization to other interested parties. Executive Committee members are expected to attend a majority of the regular meetings each year. Any member not attending a meeting for one year shall be removed from the Executive Committee.


Any action required or permitted to be taken at any meeting of the Executive Committee may be taken without a meeting, if a written consent thereto is signed by all members of the Executive Committee and such written consent is filed with the minutes of proceedings of the Executive Committee.

- XI. **DUES:** Dues shall be assessed each member according to a rate established by the Executive Committee. Dues are payable to the Treasurer annually upon receipt of the first dues mailing in the new fiscal year.
- XII. **AMENDMENTS:** These Bylaws may be amended or repealed by a majority vote of the entire Executive Committee at a meeting, provided the amendments have been provided in writing, by mail or electronically, to each committee member in advance of the meeting. Prior to taking effect, all amendments must be reviewed and approved by Alumni Engagement, Office of Advancement, Princeton University.

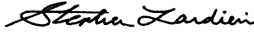
These Bylaws have been approved by the Executive Committee of the Princeton University Class of 1994 on January 13, 2021.

Class President Signature _____

Edeu Badertscher

Class Vice President Signature 

Class Secretary Signature 

Class Treasurer Signature 

Signature Certificate

Reference number: GH8WO-G4V4Y-LCGNJ-NF427

Signer	Timestamp	Signature
Melissa Zdrodowski Email: melissaf@alumni.princeton.edu Sent: 13 Jan 2022 23:31:53 UTC Viewed: 13 Jan 2022 23:31:58 UTC Signed: 13 Jan 2022 23:38:43 UTC		 IP address: 76.21.114.55 Location: Palo Alto, United States
Nina Potsiadlo Email: nbojko@hotmail.com Sent: 13 Jan 2022 23:31:53 UTC Viewed: 14 Jan 2022 00:47:25 UTC Signed: 14 Jan 2022 00:48:01 UTC		 IP address: 76.226.86.70 Location: San Mateo, United States
Eden Badertscher Email: edenmb@alumni.princeton.edu Sent: 13 Jan 2022 23:31:53 UTC Viewed: 13 Jan 2022 23:34:25 UTC Signed: 14 Jan 2022 01:11:50 UTC		 IP address: 73.60.218.48 Location: Amherst, United States
Stephen Lardieri Email: lardieri@alumni.princeton.edu Sent: 13 Jan 2022 23:31:53 UTC Viewed: 14 Jan 2022 01:04:36 UTC Signed: 14 Jan 2022 01:12:28 UTC		 IP address: 73.254.150.223 Location: Bellevue, United States

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