



**Nonprofit Leadership Alliance
Association of Certified Nonprofit Professionals**

BYLAWS

Article I – Name

Section 1. Name. The name of the association is the Association of Certified Nonprofit Professionals, hereafter referred to as ACNP.

Article II – Purpose

Section 1. Purpose. The purpose of this association is to support the programs, operations, and future development of the Nonprofit Leadership Alliance Program and its Certified Nonprofit Professionals (CNP) on a national level. The association will strengthen relationships among CNPs of the Nonprofit Leadership Alliance program, current students, and private and nonprofit sector leaders.

Vision: The Association of Certified Nonprofit Professionals will be an engaging and mutually beneficial lifetime link between the Nonprofit Leadership Alliance and its community of Certified Nonprofit Professionals.

Mission: To create and sustain opportunities for Nonprofit Leadership Alliance Certified Nonprofit Professionals and contribute to the success of the Nonprofit Leadership Alliance program on a national level.

Article III – Membership

Section 1. Eligibility. Anyone who has earned the Certified Nonprofit Professional credential (formerly American Humanics) is eligible for membership.

A. Membership dues can be collected from every member of the ACNP in an amount determined by the ACNP Executive Committee. These dues will be used by the ACNP for growth, information sharing and the continuation of the ACNP.

Section 2. Voting Rights. Each member has a right to vote, made in person or by absentee ballot.



Article IV – Officers

Section 1. Officers. The officers of the ACNP (Executive Committee) shall be the President, Vice President for Committees, Vice President of Fund Development, Event chair and other positions as deemed appropriate by majority vote of the Executive Committee. Officers will be elected by majority vote of CNPs who voted, held after the annual meeting. The Executive Committee will oversee the nomination process for a successor. The Event Chair position is an appointed position to be decided by the Executive Committee during the fall quarter meeting.

Section 2. Officer Nomination Committee.

- A. **Role and composition.** The Nomination Committee facilitates the Executive Committee election process. The committee comprises at least four members: the Immediate Past President, one additional Executive Committee officer, one legacy campus director, and the Secretary. The Immediate Past President serves as chair.
- B. **Nomination process.** The Nomination Committee publishes and promotes the call for nominations to all ACNP members. Following the deadline for nominations, the committee meets to review nominee submissions and to determine a slate of nominees. The Nomination Committee chair communicates the committee's determinations with all nominees and the Executive Committee. The slate will be voted on by the entirety of the ACNP membership and is considered in its totality. The Nomination Committee will announce the outcome of the vote to the ACNP membership.

Section 2. Terms of Office. The term of office for the officers shall be from annual meeting to annual meeting. All officers are elected for a term of two years and will serve until such time their successor is elected.

Section 3. Vacancy of Office. A vacancy in any elective office during its two-year term shall be filled by a consensus of the Executive Committee. An Officer will be considered as vacating their role should they have 50% or more unexcused absences from any combination of the Executive Committee meetings, committee meetings and/or Annual Meeting in any rolling 12 month period of time. The President shall have the authority to excuse Officer's absences.

Section 4. Duties of Officers. Officers shall perform the duties provided in this section and such other duties as are prescribed for the office in these bylaws and in the adopted parliamentary authority.



Nonprofit Leadership Alliance

A. The President shall:

1. Preside at the annual meeting of the ACNP
2. Be the official spokesperson for the Association
3. Serve as liaison to Alliance National Staff
4. Appoint all Committee Chairs
5. Serve on the Executive Committee
6. Serve in an advisory capacity for one year after term
7. Provide representation at the national level by serving on the Alliance Board of Directors

B. The Vice President shall:

1. In the absence of the President perform the duties of that office
2. Help coordinate and oversee Committees. Committees to report directly to VP
3. Serve on the Executive Committee of the ACNP
4. Assist the President in such duties as he or she shall assign

C. The Vice President of Fund Development

1. Serve as committee chair of Fund Development
2. Works to develop strategies to increase alumni giving
3. Serves on Executive Committee
4. Works with Alliance Staff liaison to plan agendas and special meetings
5. Recruits Certified Nonprofit Professionals to serve on Fund Development committee
6. Develops annual goal and strategy for CNP of the Year Campaign

D. The Secretary shall:

1. Record the minutes of all meetings of the ACNP and provide minutes via e-mail or hard copy to active members
2. Direct the announcement of meetings and newsletter development
3. Manage the maintenance and upkeep of the membership roster with support from the National Office Staff
4. Serve on the Executive Committee of the ACNP
5. Post summary of meetings and decisions at meetings to general membership

E. The Event Chair shall:

1. Contact local schools of Alliance Management Institute (AMI) location with Alliance programs to get local CNPs involved.
2. Serve as the national liaison to encourage all CNPs to get involved
3. Serve on the AMI student advisory council
4. Serve as a representative on the host committee
5. Coordinate CNPs activities for AMI
6. Serve on the Executive Committee of the ACNP



Article V – Committees

Section 1. Duties and Composition. Committees shall perform such duties or functions as may be delegated to them by the Executive Committee. A majority of the members of each committee present at any meeting shall constitute a quorum. Committees shall keep records and accounts of their meetings. Any action taken by a Committee shall be reported to the Vice President.

- A. Committees may be formed as deemed necessary by the Executive Committee.

Article VI – Meetings

Section 1. Annual Meeting. Meetings of the general membership shall be held in conjunction with the AMI.

- A. A quorum for the general membership meeting shall be those active members present and voting.

Section 2. Officer meetings. Officers shall hold a minimum of four meetings per year at such time and place as the majority of the members decide. Special meetings will be held as deemed necessary by the officers of the ACNP.

Article VII – Fiscal Year

Section 1. Fiscal Year. The fiscal year shall match that of the Nonprofit Leadership Alliance National Office, beginning July 1 and ending June 30.

Amended March 12, 2021