

**BYLAWS**  
**Of the**  
**DELTA THETA TAU**  
**SORORITY, INC.**  
**(International)**

**Articles of Incorporation of the**  
**Organization of Delta Theta Tau**  
**Sorority, Inc. certified by**  
**Secretary of State**  
**Indianapolis, IN**

**Reorganized under the Indiana General Assembly Not For**  
**Profit Corporation Act of March 1935 under the name of**  
**Delta Theta Tau Sorority, Inc., by authority of**  
**The 1947 Convention**

**Revision Adopted July 2012**

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**DELTA THETA TAU SORORITY, INC.**

**NATIONAL BYLAWS**

ARTICLE I

NAME

The name of this organization shall be Delta Theta Tau Sorority, Inc., (International).

ARTICLE II

OBJECT

The objective of this organization shall be the advancement of philanthropy and charity.

ARTICLE III

POLICIES

This organization shall be nonpolitical and nonsectarian.

ARTICLE IV

DIVISIONS

The organization shall be composed of the following divisions:

- (a) The National Council, the Board of Trustees, Provinces, Chapters, Alumnae Associations, and Members-at-Large;
- (b) Delta Home Program Directorate.

ARTICLE V

QUALIFICATIONS OF MEMBERS

Women meeting the standards specified under Article III of the Chapter Bylaws may be invited to become members of this organization.

ARTICLE VI

MEMBERSHIPS

Delta Theta Tau Sorority, Inc. membership categories shall be Life, Honorary, Active, Associate, Alumnae, Junior Affiliate and Membership-at-Large, and Delta Golden 50 Club.

- For Active, Associate and Junior Affiliate, see Chapter Bylaws, ARTICLE III.
- For Alumnae see National Bylaws, ARTICLE XI.
- For membership-at-large see National Bylaws, ARTICLE VII.
- For Delta Golden 50 Club see National Bylaws, ARTICLE VIII.

Section 1 – LIFE

Past national presidents shall automatically become life members. They shall have all the privileges of active members and shall be exempt from paying national sorority dues. They shall pay for the national publication subscription if they wish to receive it. They shall pay Delta Home dues if they wish to be eligible for assistance from Delta Home.

## Section 2 – HONORARY

- (a) The name of any person except a Past National President (Life Member) to be considered for Honorary Membership shall be presented to the National Council and Board of Trustees prior to February 1.
- (b) The title of Honorary Member, after the approval of the National Council and Board of Trustees, may be conferred on a member except a Past National President (Life Member) or nonmember in recognition of her outstanding philanthropic work and/or outstanding service to Delta Theta Tau Sorority, by a two-thirds (2/3) ballot vote at any national convention.
- (c) Honorary Members shall be exempt from paying national sorority dues and national publication subscriptions.

## ARTICLE VII MEMBERSHIP-AT-LARGE

### Section 1 – REQUIREMENTS

- (a) Membership-at-large may be granted by the National Council to active, associate and alumnae members who have seven (7) years membership and who are in good standing and cannot maintain present membership but wish to retain fraternal recognition.
  - (1) A member may be granted Membership-At-Large without the required seven (7) years membership if:
    - (a) Moving to area with no chapter;
    - (b) Extended illness;
    - (c) Exigent circumstances.
  - (2) Request must be approved by majority vote of the chapter or alumnae association with which applicant is affiliated.
- (b) The initial fee of twenty-five dollars (\$25), with name and address of applicant, is to be sent by the chapter or alumnae association to the Executive Secretary at the time of application. Upon payment, the Executive Secretary shall issue a membership-at-large certificate as a receipt. The names of members-at-large shall remain on file with the Executive Secretary until such time as a member requests another type of membership.

Section 2 – Any member who has been an active member, and while in good standing severed her connection with the Sorority prior to the adoption of membership-at-large at the 1932 national convention or between July 13, 1957, and July 19, 1958, shall be eligible for membership-at-large upon proof of eligibility from chapter.

Section 3 – Members-at-large may become active with the approval of National Council and a two-thirds (2/3) vote of the chapter with which she wishes to affiliate, and she shall pay a reinstatement fee of two dollars (\$2) to the chapter; pay applicable national sorority dues; subscribe to the remaining issues of the national publication; and pay Delta Home dues up-to-date. A request for transfer of this membership shall be sent to the Executive Secretary on Form Eight (8) and Remittance Advice Form Seven (7) for fees owed. (Refusal to pay back Delta Home dues will rule the member ineligible for any assistance from the Delta Home Fund for seven (7) years.)

Section 4 – Members-at-large may affiliate with an alumnae association upon approval of National Council and a majority vote of the alumnae association with which she wishes to affiliate, provided she has had the required seven (7) years active and/or associate membership and has paid Delta Home dues up-to-date. A request for such transfer of membership shall be sent to the Executive Secretary on Form Eight (8) and Remittance Advice Form Seven (7) for payment of Delta Home dues still owed. Refusal to pay back Delta Home dues will rule the member ineligible for any assistance from the Delta Home Fund for seven (7) years.

Section 5 – Members-at-large may not hold office or serve on committees at the chapter, province or national level.

Section 6 – Members-at-large may attend national and province conventions as a visitor and may attend chapter social activities or business meetings by invitation only.

Section 7 – Members-at-large, in order to be eligible for financial assistance from the Delta Home Fund, may pay annually (except under exigent circumstances) the Delta Home dues of two dollars (\$2).

- (a) Members-at-large shall have the option at any time to pay one hundred dollars (\$100) in lieu of all future Delta Home dues and, by so doing, shall maintain their eligibility for financial assistance from the Delta Home Fund.
- (b) If by reason of exigent circumstances, a member-at-large, when not reaffiliating with a chapter or alumnae association, may with approval of National President, be permitted to pay Delta Home dues up-to-date one time only.

Section 8 – Members-at-large, upon request of a chapter, may assist with initiation service.

Section 9 – Members-at-large may subscribe to the national publication.

## ARTICLE VIII DELTA GOLDEN 50 CLUB

Section 1 - Any member who is active, associate, or alumnae with fifty (50) years of service shall, by a two-thirds (2/3) vote of her chapter or alumnae association, become a member of the Delta Golden 50 Club. She shall have all the privileges of the membership – active, associate, or alumnae – with which she is presently affiliated, may attend their meetings and social functions, but shall be exempt from all obligations of said membership, with the exception of national dues; national publication, GRIT; and Delta Home dues.

Section 2 - A Life Member shall be eligible for the Delta Golden 50 Club.

## ARTICLE IX CHAPTER CHARTERS

Section 1 – A charter may be granted, with the approval of the National President and the Director of Expansion and Growth, to a group of five (5) or more women complying with the requirements of the National Bylaws.

Section 2 – Petition for charter must be on the official form and submitted to the Director of Expansion and Growth. At the time of signing the petition for charter, each applicant for membership into the sorority shall pay an initiation fee of ten dollars (\$10). The entire amount shall be sent by the Director of Expansion and Growth to the Executive Secretary. Upon installation of the chapter, the entire amount will be returned to the chapter to be deposited into their treasury. The money will be returned if petition is rejected. Sponsor may present the ritualistic service. If a sponsoring chapter is unavailable, a team will be appointed by the National President after conferring with the Director of Expansion and Growth.

Section 3 – New Chapter Membership

- (a) Shall pay national dues and Delta Home dues and subscribe to the national publication as of the date of their initiation.
- (b) Shall purchase, or be given, an official pin of Delta Theta Tau Sorority, Inc.
- (c) Members of the sponsoring chapter who become charter members of a new chapter shall be exempt from initiation fees and participation in the Initiation service.
- (d) The number of members shall not be limited in a chapter after it has been chartered.

Section 4 – Each new chapter installed shall receive ten welcome dollars (\$10) from each chapter over one (1) year old.

Section 5 – An official visit shall be made to a new chapter during its first year, second year, and then again when the regular visit is made to chapters in the area.

Section 6 – A chapter may voluntarily disband by surrendering its charter only if, with previous notice having been given of the pending action, the active members, by a unanimous decision, agree to disbanding. After all financial obligations have been paid, in order to avoid IRS penalties, a chapter shall donate to a charity(ies) any and all money received while a Delta Theta Tau Sorority, Inc. 501C organization. Proper documentation, including recipient’s name, amount donated, and date of donation, shall be sent to the National President and Chairman-Board of Trustees before disband is granted.

Section 7 – If, for the betterment of a chapter, it is advisable to organize a second chapter, the new chapter shall be organized under the direct jurisdiction of the National Council and Board of Trustees after a majority vote of the chapter. A National Officer shall be appointed to investigate. A charter may be granted upon approval of the National Council and Board of Trustees. The new group shall be assigned a new Greek name.

## ARTICLE X

### NATIONAL OBLIGATIONS OF CHAPTERS

Section 1 – National obligations of chapters shall be forwarded to the Executive Secretary as follows:

- (a) By June 15, NATIONAL SORORITY DUES of thirty dollars (\$30) for each active and associate member, as of June 1, which is the beginning of the fiscal year. Pay thirty dollars (\$30) national sorority dues if initiated between June 1 and November 30. Pay fifteen (\$15.00) if initiated between December 1 and April 30;
- (b) By June 15, NATIONAL PUBLICATION SUBSCRIPTION of fifteen dollars (\$15) for each active and associate member as of June 1. If initiated between June 1 and April 30, pay for remaining issues of national publication at five dollars (\$5.00) per issue;
- (c) By June 15, DELTA HOME DUES of two dollars (\$2) for each active and associate member as of June 1. Pay two dollars (\$2) Delta Home dues if initiated between June 1 and April 30;
- (d) The original Form One (1) Chapter Registration Form with Remittance Advice Form Seven (7) to the Executive Secretary;
- (e) One month before national convention, approved CONVENTION FUNCTION FEES and name of DELEGATE.
- (f) Each chapter shall pay a fine of fifteen dollars (\$15) for failure to comply with parts a, b, c, e of this section.

Section 2 – Each chapter shall participate in the liability insurance policy purchased through the Board of Trustees. A chapter shall be fined twenty-five dollars (\$25) for failure to pay liability insurance premium by August 1 of each year. Remittance Advice Form Seven (7) should accompany any payment.

Section 3 – If a Ritual is lost, a chapter shall pay a fine of five dollars (\$5). (See Chapter Bylaws, Article X, Section 2, (b).

## ARTICLE XI

### ALUMNAE ASSOCIATION CHARTERS

Section 1 – There shall be an alumnae association for the purpose of retaining members who have had at least seven (7) years active and/or associate membership and find it necessary to be relieved of active duties. Under exigent circumstances the National Council and Board of Trustees may, by ballot vote, permit a sorority member to become an alumnae member with less than the required qualifications.

Section 2 – Under the supervision and direction of the National Council, alumnae associations may be organized by five (5) or more active, associate, and/or members-at-large who are in good standing at the time of application.

Section 3 – Applications for an alumnae association shall be made on the official form supplied by and submitted to the National Vice President.

Section 4 – An alumnae association may voluntarily disband by surrendering its charter only if, with previous notice having been given of the pending action, the active members, by a unanimous decision, agree to disbanding. After all financial obligations have been paid, in order to avoid IRS penalties, an alumnae association shall donate to a charity(ies) any and all money received while a Delta Theta Tau Sorority, Inc. 501C organization. Proper documentation, including recipient's name, amount donated, and date of donation, shall be sent to the National President and Chairman-Board of Trustees before disband is granted.



## ARTICLE XII

### ALUMNAE ASSOCIATIONS

Section 1 – The National Vice President shall serve the alumnae associations in an advisory capacity and approve their standing rules.

Section 2 – Alumnae associations shall be required to have at least one (1) copy of the current National Bylaws of the Sorority and may have one (1) Ritual of the Sorority.

#### Section 3 – OBLIGATIONS

- (a) Alumnae associations shall send to the Executive Secretary by June 15 of each year, national sorority dues of five dollars (\$5) and Delta Home dues of two dollars (\$2) per capita, as of June 1.
  - (1) Associations shall return original Registration Form with Remittance Advice Form Seven (7).
  - (2) A fine of fifteen dollars (\$15) shall be sent to the Executive Secretary if dues are delinquent.
- (b) Alumnae associations shall subscribe to at least one (1) annual subscription of the national publication at a cost of fifteen dollars (\$15).
- (c) Alumnae association members shall pay alumnae dues as regulated by the standing rules of their association.

#### Section 4 – OFFICERS

- (a) Alumnae association officers shall be as follows: President, Vice President, and Secretary-Treasurer.
- (b) Officers shall be elected in May of each year.
- (c) Names and addresses of officers shall be forwarded to the Executive Secretary immediately following election.

#### Section 5 - MEETINGS

- (a) Alumnae associations shall hold at least seven (7) meetings annually.
- (b) Meetings shall be held as specified in the standing rules of each alumnae association.
- (c) A meeting shall be held, in accordance with instructions from the National Council, for the official regular visit.

#### Section 6 – MEMBERS

- (a) Alumnae associations shall accept as follows:
  - (1) Members from chapters, provided they have had seven (7) years active and/or associate membership and are in good standing at the time of their transfer, and present proper credentials, including paid-up dues books and a letter from the secretary of the chapter with which they were last affiliated.
  - (2) Members from other alumnae associations, provided they are in good standing and present a paid-up dues book showing alumnae and national obligations paid-to-date of transfer, and a letter from the secretary of the alumnae association with which they were last affiliated.
  - (3) Members-at-large with proof of eligibility, seven (7) years active and/or associate membership, from chapter with which last affiliated; payment of Delta Home Dues up-to-date (See ARTICLE X, Section 1, (c); under direct jurisdiction of the National Council and a majority vote of the association with which she wishes to affiliate. Any member-at-large affiliating with an alumnae association shall pay
    - (a) Alumnae Association dues as follows
      - (1) If affiliating between June 1 and November 30, five dollars (\$5);
      - (2) If affiliating between December 1 and April 30, two dollars and fifty cents (\$2.50);
      - (3) If affiliating in May, no Alumnae Association dues will be collected. Alumnae Association dues will begin on the June 1 Form Two (2);
    - (b) Delta Home dues of two dollars (\$2), if due, and if affiliating between June 1 and April 30. If affiliating in May, no Delta Home dues will be collected. Delta Home dues will begin with the June 1 Form Two (2).

- (4) Any member who has been an active and/or associate member of this sorority for seven (7) years, and while in good standing severed her connection with the Sorority prior to the adoption of membership-at-large at the 1932 national convention, or between July 13, 1957, and July 19, 1958, shall be eligible for alumnae membership upon proof of such eligibility from a chapter which last affiliated, payment of Delta Home dues up-to-date (ARTICLE X, Section 1, (c) applies), and under jurisdiction of the National Council.
- (b) Alumnae members may, upon presentation of a paid-up dues book, be privileged to attend national and province conventions.
- (c) Alumnae members shall not have a vote in chapters or at province or national conventions.
- (d) Alumnae associations shall not grant an associate membership.
- (e) Alumnae associations shall not limit the number of members in an association.
- (f) Alumnae members may attend any chapter social activities or business meeting by invitation only.
- (g) Alumnae members may become active by a majority vote of the chapter with which she wishes to affiliate.
  - (1) Pay thirty dollars (\$30) national dues if affiliating between June 1 and November 30; pay fifteen dollars (\$15.00) national dues if affiliating between December 1 and April 30.
  - (2) Pay for remaining issues of national publication at five dollars (\$5.00) per issue.
  - (3) Pay two dollars (\$2) Delta Home dues if affiliating between June 1 and April 30.
- (h) Former alumnae members may reaffiliate with an association after presenting proof of eligibility and be voted upon by ballot; majority vote of the association members is required to approve the request.
  - (1) Pay Alumnae Association dues as follows
    - (a) If affiliating between June 1 and November 30, five dollars (\$5);
    - (b) If affiliating between December 1 and April 30, two dollars and fifty cents (\$2.50);
    - (c) If affiliating in May, no Alumnae Association dues will be collected. Alumnae Association dues will begin on the June 1 Form Two (2);
  - (2) Pay Delta Home dues of two dollars (\$2), if due, and if affiliating between June 1 and April 30. If affiliating in May, no Delta Home dues will be collected. Delta Home dues will begin with the June 1 Form Two (2);
  - (3) Prior membership shall not be recognized.

Section 7 – STANDING RULES

- (a) Each alumnae association shall adopt its own standing rules, subject to the approval of the National Vice President, provided they do not conflict with the National Bylaws.
- (b) Two (2) copies of the standing rules shall be submitted to the National Vice President for approval. One (1) copy shall be retained in the National Vice president’s file, and the other shall be returned to the association.

ARTICLE XIII  
PROVINCES

Section 1 – The Sorority shall be divided into provinces as established under the direction and supervision of the National Council and Board of Trustees. If consideration is to be given to divide an existing province, written notice shall be given by the Province Chairman to all chapters of the province. A majority vote of the chapters shall be necessary for the division.

Section 2 – Each province shall adopt its own standing rules subject to the approval of the National Vice President, provided they do not conflict with the Bylaws of the Sorority.

Section 3 – Each province shall hold an annual convention between September 22 and November 30 unless excused by the National Council and Board of Trustees.

- (a) The hostess chapter shall make all arrangements for province convention and submit complete plans, convention fees, and registration forms to the Assigned Officer for approval by the National Council and Board of Trustees at post-convention meeting.
- (b) In the event that a convention cannot be held, a meeting by electronic means may be arranged.

Section 4 – Each province shall elect a Chairman at its annual convention whose term of office shall begin at the close of the province convention.

Section 5 – Those members eligible to be Province Chairman shall

- (a) Have been continuously active for at least two (2) years and served as President, Vice President, Secretary, or Treasurer of a chapter for at least one (1) year prior to nomination;
- (b) Have sufficient training, time, and qualifications;
- (c) Have not been appointed or elected to national office or committee for the current year.

Section 6 – The PROVINCE CHAIRMAN shall

- (a) Notify chapters and voting members at least one (1) month prior to province convention and inform them of the object of the meeting and business to be presented;
- (b) Preside at province convention;
- (c) Send a copy of the province convention minutes to each chapter in the province, those designated in the province standing rules, and the National Officers;
- (c) Perform other duties as described in the Province Chairman’s Handbook.

Section 7 – Each province shall have a Province Expansion and Growth Chairman to be appointed biennially by the National Council and Board of Trustees at post-convention meeting. Each chapter within a province may submit names of qualified members from the province to the National Council and Board of Trustees for consideration.

Section 8 – The PROVINCE EXPANSION AND GROWTH CHAIRMAN shall

- (a) Coordinate the expansion and growth program within the province under the direction of the Director of Expansion and Growth;
- (b) Secure a chapter to do initiation ceremony.
- (c) Perform other duties as assigned by the Director of Expansion and Growth.

Section 9 - Each chapter in the province shall pay province convention fees to the hostess chapter at least one (1) month prior to date of convention.

- (a) For failure to comply with this requirement, chapters shall pay convention fees, registration fee, and a fine of five dollars (\$5) to the hostess chapter.
- (b) Province convention fees and registration fees shall be approved by the National Council and Board of Trustees.

Section 10 – National shall pay Province fees for two (2) new chapter members to attend (President, if available, and one other elected) first Province Convention following chapter installation. Funds are to be taken from Founders Memorial Expansion and Growth Fund.

Section 11 – Each chapter in the province shall be represented by one (1) delegate at province convention, unless excused by a two-thirds (2/3) vote of the voting members at the province convention. She shall attend all business meetings and vote on all business. Under exigent circumstances, the Assigned Officer (See Section 16 below.) has the authority to seat another member of the chapter as the credentialed delegate.

Section 12 – If excused from representation at province convention, a chapter shall pay convention fees and registration fee to the hostess chapter.

Section 13 – If not excused from representation at province convention, a chapter shall pay convention fees and registration fee to the hostess chapter and a fine of fifty dollars (\$50) to the Province Chairman for deposit into the Province Philanthropy Fund.

Section 14 – Delegates shall have paid Province Convention fees at least one (1) month prior to province convention and shall present a paid-up dues book before receiving credentials. Non-delegates shall have paid convention fees to the

hostess chapter by the date shown on the registration form and shall present a paid-up dues book before receiving credentials.

Section 15 – A delegate shall pay a fine of one dollar (\$1) to the province for failure to attend any meeting unless excused by the presiding officer.

Section 16 – At least one (1) National Officer shall be appointed to attend each province convention as the Assigned Officer.

Section 17 – Each chapter in the province shall pay a fine determined by the province, but not to exceed fifteen dollars (\$15), to the Province Chairman for failure to complete and forward chapter Philanthropy Report Form 52, with province dues. Any chapter not filing by August 1, will not be eligible for National or Province awards, however their totals will be included.

#### ARTICLE XIV NATIONAL OFFICERS

Section 1 – The NATIONAL ELECTIVE OFFICERS shall be: President, Vice President, Secretary, Treasurer, Secretary of Philanthropy, and three (3) Trustees.

Section 2 – The NATIONAL APPOINTIVE OFFICERS shall be as follows: Executive Secretary, Director of Expansion and Growth, Editor of GRIT and Webmaster.

Section 3 – As per *Robert's Rules of Order, Newly Revised*, the adopted parliamentary authority “These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority.”

#### ARTICLE XV QUALIFICATIONS OF NATIONAL OFFICERS

Section 1 – Only those members who have served a minimum one (1) year on the National Council and have completed the three-year term on the Board of Trustees shall be eligible for the office of President or Vice President. Under exigent circumstances a member who has completed the three-year term on the Board of Trustees may be eligible for the office of President or Vice President.

These members shall also:

- (a) Have served as President, Vice President, Secretary, or Treasurer of a Chapter for at least one (1) year;
- (b) Have sufficient training, time, and qualifications;
- (c) Have regular access to a flash drive compatible computer, printer and internet access;
- (d) Not be currently serving as Province Chairman.

Section 2 – Those members eligible to hold the National Offices of Secretary, Treasurer, Secretary of Philanthropy, Executive Secretary, Director of Expansion and Growth, and to be members of the Board of Trustees shall

- (a) Have been continuously active for at least two (2) years immediately prior to nomination;
- (b) Have served also as President, Vice President, Secretary, or Treasurer of a Chapter for at least one (1) year;
- (c) Have sufficient training, time, and qualifications. Nominees for Treasurer shall have a working knowledge of Quick Books or a current financial records program;
- (d) Have regular access to a flash drive compatible computer, printer and internet access;
- (e) Not be currently serving as Province Chairman.

Section 3 – A chapter may be represented in only one of the following:

- (a) Elected voting member of the National Council and Board of Trustees
- (b) Elected member of the Nominating Committee

ARTICLE XVI  
THE NATIONAL COUNCIL AND BOARD OF TRUSTEES

Section 1 – In accordance with the Rules adopted by this organization, the National Council and Board of Trustees shall be empowered to transact all business and establish policies of the Sorority between conventions. The National Council and Board of Trustees shall have general supervision of the business affairs of the Sorority and establish policies between conventions, fix the hour and place of meetings, make recommendations to the Sorority, and perform such other duties as are specified in these Bylaws or other rules of the Sorority. None of the National Council and Board of Trustees actions shall conflict with any action taken by the Sorority.

Section 2 – The National Council shall consist of the President, the Vice President, the Secretary, the Treasurer, and the Secretary of Philanthropy.

Section 3 – The Board of Trustees shall consist of two (2) past national officers and one (1) member from the general membership.

Section 4 – The NATIONAL COUNCIL AND BOARD OF TRUSTEES shall

- (a) Elect every year, at the midyear meeting or whenever a vacancy occurs, the following: Editor of GRIT and Webmaster;
- (b) Elect every three (3) years, at midyear meeting or whenever a vacancy occurs, the Executive Secretary, the Director of Expansion and Growth and the Delta Home Registrar;
- (c) Elect at midyear meeting, when terms have expired or whenever a vacancy occurs, members of the Delta Home Program Directorate;
- (d) A majority vote by ballot shall elect. The effective date of these appointed positions unless filling a vacancy, shall be at the close of National Convention;
- (e) Fill, by majority vote, all vacancies occurring on the National Council, Board of Trustees, Delta Home Program Directorate, Nominating Committee, and the office of Province Chairman. Voting may be by mail or email if necessary. In the event of a resignation or death of the President, the Vice President shall automatically become President;
- (f) Appoint all national standing committees and such special committees as deemed necessary;
- (g) Approve official jewelry;
- (h) Approve all plans for national convention including convention fees;
- (i) Approve requests for alumnae association charters;
- (j) Revoke, if warranted, a chapter's or alumnae association's charter or individual memberships.

Section 5 – THE BOARD OF TRUSTEES shall

- (a) Have charge of all financial affairs of the organization and negotiate contracts;
- (b) Prepare the budget of expenditures for the ensuing year to present to the National Council by post-convention;
- (c) Execute other Professional Service contracts as needed;
- (d) Present newly approved suppliers to the National Council at all joint meetings.

ARTICLE XVII  
DUTIES OF NATIONAL ELECTIVE AND APPOINTIVE OFFICERS

Section 1 – The NATIONAL PRESIDENT shall

- (a) Preside over national convention and joint meetings of the National Council and Board of Trustees; In the event that National convention or joint meeting cannot be held in person, the president may arrange these by electronic means.
- (b) Guide all National Officers in fulfilling their respective duties;
- (c) Approve expenditures with the Chairman, Board of Trustees;
- (d) Approve and sign, with the National Secretary, minutes of all meetings;
- (e) Approve and sign, with the director of Expansion and Growth and the Province Expansion and Growth Chairmen, petitions for new chapters;

- (f) Be an ex-officio member on all committees except the Nominating Committee;
- (g) Perform other duties as described in the Officers' Handbook.

Section 2 – The NATIONAL VICE PRESIDENT shall

- (a) Perform all duties of the National President in her absence or inability to serve;
- (b) Serve as Chairman of the Credentials Committee;
- (c) Act as advisor to alumnae associations;
- (d) Perform other duties as described in the Officers' Handbook.

Section 3 – The NATIONAL SECRETARY shall

- (a) Record and distribute all minutes of the national convention and joint meetings of the National Council and Board of Trustees;
- (b) Send adopted legislation and all pertinent information to National Officers, past national presidents, honorary members who are members of the Sorority, the Delta Home Program Directorate, chapters, and alumnae associations as outlined in the Officers' Handbook;
- (c) Perform other duties as described in the Officers' Handbook.

Section 4 – The NATIONAL TREASURER shall

- (a) Pay all bills according to the procedures outlined in the Officers' Handbook.;
- (b) Prepare semi-annual financial report, as of November 30, for the midyear meeting of the National Council and Board of Trustees;
- (c) Submit the financial records for audit to a certified public accountant, as directed by the Board of Trustees, in sufficient time for the auditor's report to be reviewed and approved at the Post Convention meeting of National Council and Board of Trustees;
- (d) Perform other duties as described in the Officers' Handbook.

Section 5 – The SECRETARY OF PHILANTHROPY shall

- (a) Prepare philanthropic report forms and forward to the Province Chairmen no later than April 1 of each year;
- (b) Plan and execute, with the assistance of the Philanthropy Committee, the national philanthropic projects of the Sorority in accordance with the year's budget;
- (c) Verify all bills, keep an accurate and complete account of all expenditures made from the Philanthropy Fund, and report same to the National Council and Board of Trustees;
- (d) Perform other duties as described in the Officers' Handbook.

Section 6 – The CHAIRMAN, BOARD OF TRUSTEES, shall

- (a) Maintain a ledger of expenditures in accordance with the budget;
- (b) Approve expenditures with the National President;
- (c) Secure a position bond for the National Treasurer, Executive Secretary, National Convention Coordinators, and Delta Home Program Treasurer in an amount to be determined by the Board of Trustees. The bond premium shall be paid from the national treasury;
- (d) Perform other duties as described in the Officers' Handbook.

Section 7 – The EXECUTIVE SECRETARY shall

- (a) Perform duties in accordance with her contract as directed by the Board of Trustees;
- (b) Collect and deposit all dues, fines, and assessments and make a monthly report thereof to the National Council, Board of Trustees, Delta Home Program Directorate, and Delta Home Registrar.
- (c) Conduct such correspondence as directed by the National President and keep a complete file thereof in her office;
- (d) Maintain an up-to-date circulation listing for each issue of GRIT;
- (e) Submit, at the midyear and annual meeting of the National Council and Board of Trustees, written reports of all duties performed in fulfillment of her contract;
- (f) Perform other duties as described in the Officers' Handbook.

Section 8 – The EDITOR of GRIT shall

- (a) Edit the national publication, and then have printed and mailed by the authorized printer in accordance with a contract;
- (b) Secure from chapters, alumnae associations, and National Officers, material for publication;
- (c) Verify all bills pertaining to her office and forward bills and vouchers to the Chairman, Board of Trustees;
- (d) Perform other duties as described in the Officers' Handbook.

Section 9 – The DIRECTOR OF EXPANSION AND GROWTH shall

- (a) Follow a definite promotional, expansion and growth program and coordinate this program on all levels;
- (b) Provide information on prospective members and groups to the Province Expansion and Growth Chairmen;
- (c) Approve and sign with the National President and Province Expansion and Growth Chairmen, petitions for new chapters;
- (d) Perform other duties as described in the Officers' Handbook.

Section 10 – The WEBMASTER shall

- (a) Place information on the national website as approved by the National Council and Board of Trustees;
- (b) Handle all digital marketing and publicity for Delta Theta Tau;
- (c) Serve on the Publicity Committee;
- (d) Perform other duties as described in the Officers' Handbook.

ARTICLE XVIII  
MEETINGS OF NATIONAL COUNCIL AND BOARD OF TRUSTEES

Section 1 – The National Council and Board of Trustees shall hold Pre-Convention and Post-Convention meetings in conjunction with national convention. In the event a convention along with Pre and Post conventions cannot be held, meetings may be arranged by electronic means.

Section 2 – One (1) midyear meeting of the National Council and Board of Trustees shall be held yearly by electronic means or equidistant as possible from the home of all members.

Section 3 – In an extreme emergency, a meeting may be cancelled by a majority vote of the National Council and Board of Trustees. The President may take this vote by electronic means.

Section 4 – In extreme emergencies, a special meeting may be called by a majority vote of the National Council and Board of Trustees. The President may take this vote by electronic means.

Section 5 – The Executive Secretary shall attend, with voice but no vote, according to the terms of her contract, all joint meetings of National Council and Board of Trustees.

Section 6 – Editor of GRIT, Webmaster and Director of Expansion and Growth may attend at the invitation of Council and Board, with voice but no vote, all joint meetings of National Council and Board of Trustees.

Section 7 – Five (5) voting members shall constitute a QUORUM at any meeting of the National Council and Board of Trustees.

ARTICLE XIX  
NATIONAL AUTHORIZED EXPENDITURES

Section 1 – The national elected officers shall be allowed expenses for the following:

- (a) National convention;
- (b) Meetings of the National Council and Board of Trustees: National Pre and Post Convention meetings and one (1) midyear meeting;
- (c) All official travel as approved by the National President and Board of Trustees;
- (d) Expenses incurred in fulfilling the duties of their offices.

Section 2 – All national elective officers, when assigned, shall be allowed expenses to at least one (1) province convention.  
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Section 3 – The Executive Secretary, Editor of GRIT, Webmaster and Director of Expansion and Growth, if in attendance, shall be allowed expenses for the following:

- (a) National convention;
- (b) One midyear meeting of National Council and Board of Trustees;
- (c) Incidental expenses incurred in fulfilling the duties of their offices;
- (d) Meeting of the National Council and Board of Trustees when directed by the National President and Board of Trustees.

Section 4 – The National Convention Coordinator shall be allowed expenses from convention income of the convention she is serving as follows:

- (a) Attendance at national convention for the year she is serving as National Convention Coordinator;
- (b) Incidental expenses incurred in fulfilling the duties of the office.

Section 5 – The national committees shall be allowed incidental expenses incurred in fulfilling their duties, as approved by the National President and Chairman, Board of Trustees.

Section 6 – The Province Chairmen shall be allowed expenses for the Province convention they serve, as verified by the Assigned Officers.

Section 7 – The Province Expansion and Growth Chairmen shall be allowed incidental expenses incurred in fulfilling their duties and province convention fees and registration fee, as verified by the Director of Expansion and Growth.

Section 8 – Incidental expenses shall be determined by the Board of Trustees.

Section 9 – Expenditures shall be paid only upon receipt of an official voucher with itemized statement and receipts, which should be submitted to the Chairman, Board of Trustees, within two (2) weeks after expense is incurred.

## ARTICLE XX NATIONAL STANDING COMMITTEES

Section 1 – The National Standing Committees shall be Delta Home Registrar, Historian, National Convention Coordinator, Credentials, Legislative, Philanthropy, and Publicity. The Delta Home Registrar, Historian, and National Convention Coordinator shall be a committee of one (1) active member per each committee. All other committees shall be composed of three (3) active members.

Section 2 – COMMITTEE MEMBERSHIP ELIGIBILITY – A member is eligible to serve on a committee if the member has been active for at least two (2) years.

Section 3 – TERM OF APPOINTMENT

- (a) The Historian, Credentials, Legislative, and Publicity Committee shall be appointed for one (1) year;
- (b) The Delta Home Registrar and the Philanthropy Committee members shall be appointed for three (3) years;
- (c) The National Convention Coordinator shall be appointed for three (3) years;
- (d) Appointments shall be made at the post-convention meeting, or when a vacancy occurs.

Section 4 – The DELTA HOME REGISTRAR shall

- (a) Maintain, in her office, all records pertaining to the collection of Delta Home dues;
- (b) Keep an up-to-date file of all members;
- (c) Perform other duties as described in the Officers' Handbook.

Section 5 – The HISTORIAN shall

- (a) Maintain, in her office, a file of national convention minutes, pre and post-convention minutes, and midyear minutes;
- (b) Maintain a file of standing rules, minutes and financial reports of the provinces;



- (c) Maintain a copy of the Silver Years, the Golden Years, the Diamond Years, the Emerald Years, and all future historical publications pertaining to the sorority.
- (d) Maintain a library of all available GRITS published;
- (e) Perform other duties as described in the Officers' Handbook.

Section 6 – The NATIONAL CONVENTION COORDINATOR shall

- (a) Submit to the voting members at national convention, at least two (2) years in advance, not less than three (3) locations within the designated area for convention city;
- (b) Supervise all arrangements for national convention and submit detailed plans for approval to the National Council and Board of Trustees at midyear meeting;
- (c) Pay expenses of the national convention she is serving and submit a financial statement of the national convention to each National Officer;
- (d) Perform other duties as described in the National Convention Coordinators' Handbook.

Section 7 – The chairman of the CREDENTIALS COMMITTEE shall be the National Vice President. The CREDENTIALS COMMITTEE shall

- (a) Assist the Executive Secretary in checking the dues books of the delegates and issuing voting credentials during registration at the national convention;
- (b) Serve throughout the convention and report at the opening of each meeting the number of voting members;
- (c) Perform other duties as described in the Officers' Handbook.

Section 8 - The chairman of the LEGISLATIVE COMMITTEE shall be the National Secretary. The LEGISLATIVE COMMITTEE shall

- (a) Compile and edit such proposed amendments to the National and/or Chapter Bylaws submitted, by December 1 of each year, by chapters, provinces, or by the National Council and Board of Trustees during midyear meeting;
- (b) Mail at least sixty (60) days prior to national convention, proposed national and chapter bylaw amendments to chapters, National Officers, past national presidents, and honorary members who are members of the Sorority. The National Secretary shall be responsible for the mailing;
- (c) Perform other duties as described in the Officers' Handbook.

Section 9 - The PHILANTHROPY COMMITTEE shall

- (a) Be composed of one (1) past national officer and two (2) members from the general membership, with each member serving three (3) years;
- (b) Have one (1) new member appointed each year. The new member shall serve as 3<sup>rd</sup> Member the first year; advance to Secretary the second year; and advance to Chairman of the committee the third year.
- (c) Process, with the Secretary of Philanthropy and National President,
  - (1) applications for assistance from the approved expenditures of the PHILANTHROPY FUND;
  - (2) proposed projects for the National Yearly Project.
  - (3) A meeting may be allowed on approval of the Board of Trustees.
- (d) Prepare recommendations for
  - (1) expenditures of the PHILANTHROPY FUND;
  - (2) expenditures of monies from the Bequest Fund.
  - (3) The final decision on the recommendations to be by a majority vote at the national convention.
- (e) Assist the Secretary of Philanthropy.
- (f) Perform other duties as described in the Philanthropy Handbook.

Section 10 – The PUBLICITY COMMITTEE shall consist of the Editor of GRIT, as Chairman, the Webmaster as the 2<sup>nd</sup> Member, and one appointed member from the general membership.

- (a) Supply chapters and alumnae associations with materials on the national organization to be used for local publicity;
- (b) Perform other duties as described in the Officers' Handbook.

## ARTICLE XXI

### DISCIPLINE

Section 1 – A charter or individual membership may be revoked by a majority vote of the National Council and Board of Trustees for the following reason: violation by chapter, alumnae association, or individual member of any part of the National Bylaws or Chapter Bylaws of Delta Theta Tau Sorority, Inc. Notice of such action is to be sent by certified mail to each individual member or each member of a chapter at the time action is taken.

Section 2 - A chapter or alumnae association whose charter has been revoked may be reinstated by a majority vote of the National Council and Board of Trustees, provided that payment of all outstanding dues and fines at the time the charter was revoked, and a reinstatement fee of twenty-five dollars (\$25) have been paid.

Section 3 – Any member accused by her chapter or alumnae association or any officer, chapter, or alumnae association accused of behavior detrimental to the organization shall be advised thereof by the National Council, either personally by a National Officer or by certified or registered letter signed by the National President.

- (a) Accusation shall be considered by the National Council and Board of Trustees after a hearing of the accused member, officer, chapter, or alumnae association.
- (b) In the event the accusation is found sufficient, the National Council and Board of Trustees shall have the authority to take any action warranted including invalidating membership, office, or charter.
- (c) If a membership or charter is invalidated, official jewelry shall be redeemed through funds from the national treasury at one-half (1/2) the current price being charged by the official jeweler.
- (d) In the event the accusation is found insufficient, the National Council and Board of Trustees shall report their findings and decision to the accused and to the person, or persons, having made the accusation.

## ARTICLE XXII

### NOMINATING COMMITTEE, NOMINATIONS, ELECTIONS

Section 1 – The NOMINATING COMMITTEE shall

- (a) Be elected at national convention (See Section 3 – ELECTIONS, (a) 2);
- (b) Receive names and qualifications of nominees for national elective offices and the nominating committee;
- (c) Receive, by March 1, pictures and information on all nominees to be published in the summer issue of GRIT;
- (d) Present, on the first day of convention, one or more nominees for each national elective office and the national nominating committee;
- (e) Secure additional nominees, if possible, in the event the required number of nominations are not received;
- (f) Perform other duties as described in the Officers' Handbook.

Section 2 – NOMINATIONS

- (a) Nominations for elective offices and nominating committee shall be submitted by the nominee's chapter on the official nominating form, and no member shall be nominated for more than one (1) office.
- (b) Publicity on all nominees shall be limited to submitting their qualifications to the Nominating Committee on the official nominating form, and this information is to be published in the summer issue of GRIT.
- (c) Additional nominations for an elective office and nominating committee may be made from the floor, following the report of the Nominating Committee.

### Section 3 – ELECTIONS

- (a) Elections shall be by ballot.
- (1) Officers – A majority vote shall constitute an election. In the event there is no election, a second ballot shall be taken on the two (2) nominees having the highest number of votes;
    - a. A President, a Vice President, a Secretary, a Treasurer, a Secretary of Philanthropy, shall be elected to serve for one (1) year or until their successors are elected;
    - b. One member of the Board of Trustees shall be elected yearly to serve three (3) years or until her successor is elected;
      1. The second year she shall serve as the Secretary of the Board;
      2. The third year she shall serve as the Chairman of the Board;
      3. A member shall not be eligible for re-election to the Board of Trustees after having served three (3) years on the Board of Trustees;
  - (2) Nominating Committee – A plurality vote shall constitute an election. A Nominating Committee of three (3) shall be elected to serve for one (1) year or until their successors are elected. The three (3) nominees receiving the highest number of votes shall be the committee and the one (1) nominee receiving the highest number of votes shall be the chairman. In the event of a tie vote, another ballot shall be taken to elect the chairman;
  - (3) Convention City – A majority vote shall constitute an election. Convention city shall be elected at least two (2) years in advance. In the event there is no election, a second ballot shall be taken on the two (2) convention cities having the highest number of votes;
  - (4) National Yearly Project – A majority vote shall constitute an election. In the event there is no election, a second ballot shall be taken on the two (2) projects having the highest number of votes;
- (b) Voting Procedures
- (1) The Election Committee, as defined in the Officers’ Handbook, shall be in charge of the balloting;
  - (2) Polls shall be open on the third day of convention;
  - (3) Voting members of the convention shall present credentials at the polls;
  - (4) Any delegate failing to cast her vote shall be fined five dollars (\$5).

## ARTICLE XXIII

### NATIONAL CONVENTION

Section 1 – A national convention of at least three (3) days duration shall be held annually during the first, second, or third week of July.

- (a) National convention shall rotate geographically. At least three (3) proposed locations shall be submitted to the voting members by the National Convention Coordinator at least two (2) years prior to the time of the national convention.
- (b) Convention city shall be chosen by a majority of the votes cast at national convention. Voting shall be by ballot.
- (c) In the event of an extreme catastrophe, national convention may be cancelled by a three-fourths (3/4) vote of the National Council and Board of Trustees. This vote may be taken by the President by email or telephone.
  - (1) National elections for officers and nominating committee shall be conducted by mail, email or telephone; a plurality vote shall elect.
  - (2) The National Convention site shall be chosen by mail, email, or telephone; a plurality vote shall elect.
  - (3) Decisions on the Philanthropy Fund and National Yearly Project shall be handled by the Secretary of Philanthropy, National Philanthropy Committee, and the National President.
  - (4) Legislation to be considered at the cancelled convention shall be held until the next convention unless otherwise directed by the National Council and Board of Trustees.

Section 2 – The voting members of national convention shall be the national elected officers, credentialed delegates, past national presidents, and honorary members who are members of Delta Theta Tau Sorority, Inc.

- (a) When serving as a delegate, a past national president or honorary member who is a member of the Sorority, shall have the privilege of casting her own vote in addition to that of her chapter.
- (b) Past national presidents who are honorary members of the Sorority shall have only one (1) vote.

- (c) A past national president serving on National Council or Board of Trustees shall have two (2) votes, one as past national president and one as a member of Council and Board.
- (d) Appointed officers and national committee chairmen shall have the privilege of introducing motions and speaking but shall have no vote.
- (e) Credentialed delegates from one-half (1/2) the number of chapters in good standing shall constitute a QUORUM.

Section 3 – Chapters shall be represented at the national convention by one (1) delegate unless excused by the National Council and Board of Trustees. Under exigent circumstances, the National Council and Board of Trustees have the authority to seat another member of the chapter as the credentialed delegate.

- (a) If EXCUSED from representation at national convention, the chapter shall pay national convention fees to the Executive Secretary, with a Remittance Advice Form Seven (7).
  - (1) All requests for excused absence shall be sent in writing, with a copy of the current year-end Form Six (6), to the National President thirty (30) days prior to convention.
  - (2) A chapter may not be excused two (2) consecutive years, unless under exigent circumstances.
- (b) If NOT EXCUSED from representation at national convention, the chapter must pay a fine of two hundred and fifty dollars (\$250), and national convention fees, to the Executive Secretary, with a Remittance Advice Form Seven (7). This fine may be waived by National Council and Board of Trustees under exigent circumstances.
- (c) Delegates at national convention shall pay a fine of five dollars (\$5) for failure to attend any business meeting unless excused by the National President.
- (d) Delegates shall pay a fine of one dollar (\$1) for being late to a meeting.
- (e) Any delegate failing to attend the Model Initiation and Installation of Officers during national convention shall pay a fine of five dollars (\$5) unless delegate’s written excuse is approved by the National President.
- (f) Any delegate answering roll call, then leaving the meeting without returning, or asking another member to answer roll call for her shall pay a fine of five dollars (\$5) unless previous permission has been granted by the National President.

Section 4 – REGISTRATION

- (a) Each chapter shall send national convention fees and name of delegate to the Executive Secretary at least one (1) month before national convention. Each chapter shall pay a fine of fifteen dollars (\$15) for failure to comply.
- (b) New chapter delegate’s FIRST National Convention fees, travel, and room expense shall be paid from Founders Memorial Expansion and Growth Fund, at the first National Convention following initiation of the chapter. Second year National Convention fees shall be paid from Founders Memorial Expansion and Growth Fund.
- (c) Non-delegates shall send national convention fees to the Registration Chairman by the date shown on the registration form. Non-delegates shall receive credentials upon presentation of a paid-up dues book to the Registration Committee at the time of registration.
- (d) Each delegate shall receive voting credentials upon presentation of a paid-up dues book at time of registration.
- (e) Voting credentials shall entitle a delegate to all privileges of the convention.
- (f) Each delegate shall attend all business meetings and shall vote as the representative of her chapter.

ARTICLE XXIV

NATIONAL FUNDS

No project involving any Delta Theta Tau Sorority, Inc. national funds or per capita assessment can be presented and voted upon at national convention without previous written notice having been given.

GENERAL FUND

Section 1 – The GENERAL FUND shall be maintained to defray operating expenses of the Sorority, as approved by the National Council and Board of Trustees. The following shall be deposited in this fund.

- (a) Fifty-five percent (55%) of the national sorority dues paid by active and associate members;
- (b) Twenty-five percent (25%) of the national sorority dues paid by members of the alumnae associations;
- (c) Seventy-five percent (75%) of membership-at-large fees.

### PHILANTHROPY FUND

Section 1 – The DELTA THETA TAU PHILANTHROPY FUND shall be the name of the fund designated to finance approved national philanthropic projects of Delta Theta Tau Sorority, Inc.

- (a) Forty-one percent (41%) of the national sorority dues paid by active and associate members shall be transferred biannually to the Philanthropy Fund. The monies that have accrued by the end of November and the end of May will be transferred at those times.
- (b) Sixty-eight percent (68%) of the national sorority dues paid by members of alumnae associations shall be transferred biannually to the Philanthropy Fund. The monies that have accrued by the end of November and the end of May will be transferred at those times.
- (c) Twenty-five percent (25%) of the membership-at-large fees shall be transferred biannually to the Philanthropy Fund. The monies that have accrued by the end of November and the end of May will be transferred at those times.

Section 2 – The processing of this fund shall be under the direction of the Secretary of Philanthropy and the National Philanthropy Committee.

- (a) The Secretary of Philanthropy, National Philanthropy Committee, and the National President shall allocate monies and prepare recommendations. The final decision on the recommendations is to be by a majority vote at national convention.
- (b) National Philanthropic Projects shall be projects of long range, nationwide interest, which will become identified nationally with the name of Delta Theta Tau Sorority, Inc.
  - (1) Chapters and the National Council and Board of Trustees may send proposals for projects to the committee by December 10.
  - (2) After studying the proposals, the committee may endorse or refuse to endorse.
  - (3) The committee shall send notice and details of endorsed proposals for consideration as projects to the chapters and voting members at least sixty (60) days prior to national convention.
  - (4) A majority vote at national convention shall be required for final approval of projects.
  - (5) In the event of an extreme catastrophe and a National Convention is cancelled, decisions on the Philanthropy Fund and National Philanthropy Project shall be handled by the Secretary of Philanthropy, National Philanthropy Committee, and the National President.

### NORMA MONEY BENEFIT FUND

Section 1 – The NORMA MONEY BENEFIT FUND shall be kept in reserve for eligible members who are in dire need, or in need of financial aid for medical care. Two percent (2%) of annual national sorority dues, paid by active and associate and alumnae members shall be transferred biannually in November and May to the Norma Money Benefit Fund. Donations may also be made to this fund at any time. A moratorium of five (5) years beginning November, 2017, will be placed on the two (2) % dues paid by active, associate and alumnae members going into this fund. The two percent (2%) will be placed into the General Fund during the 5 year moratorium.

Section 2 – Any active, associate, or alumnae member may apply for benefits. Any member who, because of illness, was granted a membership at large may also apply.

- (a) Application must be made on an official form supplied by a chapter president or the Executive Secretary.
- (b) Application must be submitted to the National President. The National Council and Board of Trustees will make the decision if application is to be approved.
- (c) Disbursements from the Norma Money Benefit Fund may be granted up to one thousand five hundred dollars (\$1,500).

## DELTA HOME FUND

Section 1 – The DELTA HOME FUND shall consist of Delta Home dues received pursuant to ARTICLE X, Section 1 (c); ARTICLE XII, Section 3 (a); and ARTICLE VI, Section 7; and such other monies as may become available.

- (a) The Delta Home Fund reserve as of June 1, 1972 shall be secured by an investment program for the perpetuation of the Delta Home Program. This reserve, and any additional funds made available by bequests, shall be designated as the principal account.
- (b) Annual dues, or contributions in lieu of dues, and the net interest and dividend income shall be used to provide care for eligible and qualified members who are in need of financial assistance for residency in a licensed home or private facility. Said funds shall be designated as the operating account.

Section 2 – Investment of all funds shall be subject to approval of the National Council and Board of Trustees.

Section 3 – This fund shall be administered by the Delta Home Program Directorate. Administrative expenses as approved by the President of the Delta Home Program Directorate shall be charged to the operating account.

## GRIT FUND

Section 1 – The GRIT FUND shall be maintained to defray the cost of the official publication of the sorority.

- (a) All subscription income shall be deposited in this fund.
- (b) Income derived from advertising and pictures shall be deposited in this fund.
- (c) This fund shall be administered by the National Council and Board of Trustees.

## FOUNDERS MEMORIAL EXPANSION AND GROWTH FUND

Section 1 – The FOUNDERS MEMORIAL EXPANSION AND GROWTH FUND shall be the name of the fund designated for contributions toward perpetuation and growth of Delta Theta Tau Sorority, Inc.

- (a) Two percent (2%) of the national dues paid by active and associate members shall be transferred to this fund annually.
- (b) Five percent (5%) of the national sorority dues paid by members of alumnae association shall be transferred to this fund annually.
- (c) This fund shall be administered by the National Council and Board of Trustees with input from the Director of Expansion and Growth.

## BEQUEST FUND

Section 1 – A Bequest Fund shall be maintained by bequests to Delta Theta Tau Sorority, Inc., strictly through non-designated bequests and interest earned from investment of such non-designated bequests.

- (a) All monies held in reserve as of February 17, 2007, shall be secured by an investment program. This reserve, and any additional funds made available by non-designated bequests, shall be designated as the principal account.
- (b) On November 15 of each year, four percent (4%) of the assets as of October 31 will be transferred into sorority accounts with seventy-five percent (75%) allocated for the National Yearly Project and twenty-five percent (25%) transferred into the General Fund.

Section 2 – National Council and Board of Trustees shall meet with an investment representative at least once a year.

## ARTICLE XXV

### NATIONAL YEARLY PROJECT

Section 1 – The DELTA THETA TAU NATIONAL YEARLY PROJECT shall be the name of the project designated to allocate the funds available each year from the Bequest Fund.

- (a) The processing of this project shall be under the direction of the Secretary of Philanthropy, the National Philanthropy Committee, and the National President.
  - (1) The Secretary of Philanthropy, National Philanthropy Committee and the National President shall allocate monies and prepare recommendations.
  - (2) Chapters and the National Council and Board of Trustees may send proposals for projects to the committee by December 10. All submitted proposals must be on the national level and have a 501(c) 3 affiliation.
  - (3) After studying the proposals, the committee may endorse or refuse to endorse.
  - (4) The committee shall send notice and details of endorsed proposals for consideration as projects to the chapters and voting members at least sixty (60) days prior to national convention.
  - (5) A majority ballot vote at national convention shall be required for final approval of projects.
  - (6) In the event of an extreme catastrophe, and a National Convention is cancelled, decisions on the National Yearly Project shall be handled by the Secretary of Philanthropy, National Philanthropy Committee, and the National President.
  
- (b) If by December 10, no proposals are received from Chapters or the National Council and Board of Trustees, the Secretary of Philanthropy, National Philanthropy Committee, and National President shall apply the funds available that fiscal year to another approved national philanthropic project.

## ARTICLE XXVI

### NATIONAL PUBLICATION

Section 1 - The official national publication of Delta Theta Tau Sorority, Inc. shall be the magazine GRIT. There shall be four (4) issues of GRIT each year.

Section 2 – Annual subscriptions shall be fifteen dollars (\$15) payable to the Executive Secretary by June 15 of each year. Additional subscriptions during the year shall be five dollars (\$5) per issue of GRIT.

- (a) All active and associate members shall be required to subscribe to the national publication. Members in one household shall be required to take at least one (1) subscription.
- (b) New members shall pay for the remaining issues of the current year at the time of their initiation.
- (c) Each alumnae association shall subscribe to at least one (1) subscription of the national publication.
- (d) Members-at-large may subscribe to the national publication.

Section 3 – Chapters and alumnae associations may be represented in the national publication by their own submission.

Section 4 – Chapters wishing a picture in the national publication shall pay an amount for the expense of the picture, to be determined by the Board of Trustees.

## ARTICLE XXVII

### NATIONAL JEWELRY

Section 1 – All members shall be required to have an official pin of Delta Theta Tau Sorority, Inc.

- (a) The National Council and Board of Trustees shall recommend the official sorority pin for adoption at national convention.
- (b) National Council and Board of Trustees shall approve all other articles of jewelry.
- (c) All new, official jewelry shall be purchased only from contracted jewelers.

Section 2 – Jewelers shall be chosen by the National Council and Board of Trustees and contracts extended by the Board of Trustees.

## ARTICLE XXVIII

### DELTA HOME PROGRAM DIRECTORATE

Section 1 – The Delta Home Program Directorate shall be a division of Delta Theta Tau Sorority, Inc.

- (a) The Directorate shall be composed of not less than five (5) persons, each of whom shall be a member in good standing of Delta Theta Tau Sorority, Inc. Each director shall be elected by the National Council and Board of Trustees for a three (3) year term.
- (b) In the event a vacancy should occur by reason of resignation, death, or removal, a successor shall be elected by the National Council and Board of Trustees for the unexpired term.
- (c) The Directorate shall adopt its own standing rules subject to approval by the National Council and Board of Trustees.
- (d) An annual meeting shall be held to transact the business of the Directorate.
- (e) A midyear meeting shall be held when deemed necessary by the directorate and approved by the National Council and Board of Trustees.

Section 2 - The purpose of the Directorate shall be to process applications from members who qualify for financial assistance to maintain residency in a licensed home or private facility and to dispense funds in accordance with the policies of the program.

Section 3 - It shall be the responsibility of the Directorate to establish the procedures and to determine the monthly assistance to be paid to each qualified member. No beneficiary member shall have any vested interest in the fund and shall not have cause of action against the Directorate with respect to any decisions made by the Directorate.

Section 4 – To be eligible for financial assistance an applicant must

- (a) Have been an active, associate or alumnae member of the Sorority for at least seven (7) years, members who were granted a membership-at-large prior to July 18, 1980, or other exceptions stated in these bylaws;
  - (1) Members shall have the option at any time to pay one hundred dollars (\$100.00) in lieu of all future Delta Home Dues and, by so doing, shall maintain their eligibility for financial assistance from the Delta Home Fund.
  - (2) If by reason of exigent circumstances, a member-at-large when not reaffiliating with a chapter or alumnae association, may, with the approval of the National President, be permitted to pay Delta Home dues up-to-date one time only.
- (b) Have continually contributed to the Delta Home Fund by paying annual dues during her membership except under exigent circumstances;
- (c) Have reached the age of sixty (60) years except under exigent circumstances;
- (d) Have need of financial assistance for:
  - (1) Residency in a licensed home
  - (2) Living expenses in other situations;
- (e) Have submitted an application on the official Delta Home Program Form One (1) supplied by the President of the Directorate.

Section 5 – The Directorate may process applications at approved meetings or vote by mail, email, or telephone. Action shall be in accordance with the procedures of the program and contingent upon the funds available.



## ARTICLE XXIX

### AWARDS

Section 1 – The Teresa McAllister Outstanding Service Award shall be the award conferred on a member for outstanding service to Delta Theta Tau Sorority and her community.

- (a) Eligibility:
  - (1) Recipient must be a member of the sorority.
  - (2) Recipient may not be a national officer or a past national president.
  - (3) Recipient can receive award only once.
- (b) Guidelines and official form for nominations may be obtained from National President.
- (c) Nominations must be sent to the National President by February 1.
- (d) Recipient will be voted upon by National Council and Board of Trustees at Midyear Meeting.
- (e) The award will be presented at the national convention.

## ARTICLE XXX

### PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Sorority in all cases to which they are applicable and in which they are not inconsistent with these National and Chapter Bylaws.

## ARTICLE XXXI

### LEGISLATION

#### Section 1 – AMENDMENTS

- (a) The National Bylaws may be amended at any national convention by a two-thirds (2/3) vote, provided the proposed amendments shall have been submitted to the National Legislative Committee
  - (1) Prior to December 1, by a chapter;
  - (2) Prior to December 1, by a Province;
  - (3) By the National Council and Board of Trustees during midyear meeting.
- (b) The National Secretary shall give notice at least sixty (60) days prior to the convention date to members.
- (c) The National Bylaws may be amended at any national convention by a ninety percent (90%) vote without previous notice.

#### Section 2 – REVISION

- (a) A revision may be authorized by the National Council and Board of Trustees or the assembly.
- (b) A Special Committee shall be appointed to draft the revision and introduce it to the convention assembly, following presentation to the National Council and Board of Trustees.
- (c) A draft of the bylaw revision shall be mailed to members at least sixty (60) days prior to convention date.

#### Section 3 – RITUAL

All proposed amendments to the Ritual shall be presented to the National Vice President prior to December 1. At the midyear meeting of the National Council and Board of Trustees, a Special Committee may be appointed to consider such proposed amendments and arrange for presentation at the next national convention. Adoption of proposed amendments shall require a two-thirds (2/3) vote of the convention voting members.

**DELTA THETA TAU SORORITY, INC. – CHAPTER BYLAWS**

ARTICLE I

NAME

The name of this chapter of Delta Theta Tau Sorority, Inc., shall be as follows: (as assigned by the Director of Expansion and Growth).

ARTICLE II

OBJECT

The objective of this chapter shall be the advancement of Philanthropy and Charity.

ARTICLE III

MEMBERSHIP

Section 1 – Membership shall be based upon general culture and character.

Section 2 – Women who are high school graduates or have an equivalent education are eligible for membership. A majority vote of the chapter shall be necessary to determine an equivalent education.

Section 3 – The number of members shall not be limited in a chapter after it has been chartered. (See requirements for chartering a chapter: National Bylaws ARTICLE IX.)

Section 4 – Chapter membership shall be ACTIVE and ASSOCIATE and JUNIOR AFFILIATION.

Section 5 – ACTIVE MEMBERSHIP

- (a) Active members shall be those members who comply with all rules applicable to this type of membership. Active members shall be considered in good standing by
  - (1) Paying all dues, fines and assessments as defined by the Chapter Standing Rules;
  - (2) Attending meetings as required in the Chapter Standing Rules;
  - (3) Complying with all other requirements set by the Chapter Standing Rules.
- (b) Active members privileged to vote are those who are in good standing.
- (c) Active members shall be excused from a chapter meeting for the following reasons
  - (1) Illness of member;
  - (2) Illness or death in the immediate family;
  - (3) Absence from the city for more than twenty-four (24) hours;
  - (4) Attending school;
  - (5) Reasons not involving personal pleasure.
- (d) Chapter members shall attend a minimum of four (4) Chapter meetings per year and the regular visitation. Each chapter shall adopt a standing rule specifying the number of meetings a member shall attend to be in good standing. The number of required meetings may be greater than four (4) but cannot be less than four (4).
- (e) Active members shall pay a minimum fine of one dollar (\$1) per meeting for an unexcused absence from a regular meeting. Chapters may assess other penalties for unexcused absences if those penalties are specified in the Chapter Standing Rules.
- (f) Active members shall not be absent for more than three (3) consecutive meetings without valid excuse or be subject to forfeiture of membership. Members may be reinstated by a majority vote of the chapter and the payment of a fine of at least five dollar (\$5) within thirty (30) days.

- (g) Any active member failing to attend the meeting when the regular visit is made shall pay a fine of five dollars (\$5) to the Chapter unless member's written excuse is approved by the chapter and Visiting Officer.
- (h) Active members shall pay all chapter dues, special assessments as specified in chapter standing rules, national publication subscriptions, national sorority dues, and Delta Home dues.
- (i) Active members who are delinquent for six (6) months in dues and chapter obligations shall automatically forfeit membership after one (1) notification by certified or registered mail. Within thirty (30) days after receipt of notification, a member may be reinstated by a majority vote of her chapter and by paying all delinquent obligations and a fine of at least five dollar (\$5).

Section 6 – ASSOCIATE MEMBERSHIP (i.e. LEAVE OF ABSENCE)

- (a) Associate membership may be granted to members in good standing, who are unable to retain active membership. Associate membership may be granted for any length of time up to one (1) year and may be renewed.
- (b) Associate members shall pay national dues and Delta Home dues, and subscribe to the national publication, through their chapter; also, pay chapter dues as specified by the chapter. A chapter may choose to collect less chapter dues while a member is an associate member; but all national obligations must be paid.
- (c) Associate members shall NOT be counted in membership totals on Form 52, Report of Chapter Philanthropy.
- (d) Associate member hours shall not be counted on projects.
- (e) Associate members may return to active membership at any time by assuming all responsibilities of such membership.
- (f) Associate Members are eligible to serve on Chapter committees.

Section 7 – JUNIOR AFFILIATION:

- (a) Junior affiliation is an alliance between a Delta Theta Tau chapter and a high school age girl who desires service hours and/or is interested in advancing philanthropic work in her community. Requirements include:
  - (1) General culture and character
  - (2) Assist chapter in philanthropic projects.
- (b) Junior Affiliates are non-members due to the lack of a high school diploma or its equivalency. Therefore, Junior Affiliates may attend a chapter meeting by invitation only.
- (c) No dues are required.
- (d) Junior Affiliates' philanthropy hours will NOT count on Form 52.

ARTICLE IV

BALLOTING ON PROSPECTIVE MEMBERS

Section 1 –The membership committee shall investigate and report on the prospective member(s) submitted to the chapter. Name and qualifications of prospective member(s) shall be submitted to the chapter on the official form by the membership committee at the next regular meeting. A vote shall be taken on any name presented unless withdrawn.

Section 2 – After the prospective member name has been submitted and approved for membership and prior to being invited to join, the prospective member may be invited to attend more than two (2) business meetings. Discussion regarding secrets of the Sorority, Ritual, and etc., shall not be held at meetings when prospective members are present.

Section 3 – Election to membership shall be by ballot. At the time of balloting, the secretary shall announce those members who are privileged to vote. A three-fourths (3/4) affirmative vote by all eligible members present and voting shall constitute acceptance into membership. If less than a three-fourths (3/4) affirmative vote is cast, a second ballot shall be taken. If on the second ballot there is still less than a three-fourths (3/4) affirmative vote, the application shall be rejected.

Section 4 – No application shall, after its rejection, be presented again for a period of six (6) months.

Section 5 – Any member who has severed her membership with Delta Theta Tau Sorority, Inc., and wishes to reaffiliate shall

- (a) Present proof of eligibility to chapter with which she wishes to reaffiliate;
- (b) Be voted by ballot to active membership as outlined in Section 3. Pledge and initiation are not required;
- (c) Pay a reinstatement fee of five dollars (\$5) to the chapter;
- (d) Pay thirty dollars (\$30) national dues if reaffiliating between June 1 and November 30; Pay fifteen (\$15) national dues if reaffiliating between December 1 and April 30; and subscribe to remaining issues of national publication at five dollars (\$5.00) per issue. Pay two dollars (\$2) Delta dues if reaffiliating between June 1 and April 30;
- (e) Prior membership will not be recognized.

## ARTICLE V

### PLEDGES

Section 1 – PLEDGES are those prospective members who have accepted the invitation to become members of Delta Theta Tau Sorority, Inc., signed the official pledge card, and received the ritualistic pledge.

Section 2 – The chapter shall collect from each pledge an initiation fee of not less than ten dollars (\$10) prior to initiation. Each new member shall purchase or be given an official Delta Theta Tau Sorority, Inc. pin.

- (a) A portion of the initiation fee shall be paid at the time of pledging as provided in the Chapter Standing Rules.
- (b) The chapter shall present each pledge with a pledge pin to be returned at the time she is initiated.

Section 3 – Pledges may attend business meetings prior to their initiation. Discussion regarding secrets of the Sorority, Ritual, balloting, and etc., shall not be held at meetings when pledges are present.

## ARTICLE VI

### OBLIGATIONS OF NEW MEMBERS

Section 1 – At the time of initiation a new member shall receive the official membership card and shall be privileged to wear the official Delta Theta Tau Sorority, Inc. pin.

Section 2 – All new members shall be encouraged to memorize the Delta Song and Delta Prayer and to familiarize themselves with the National Bylaws, Chapter Bylaws and Chapter Standing Rules.

## ARTICLE VII

### TRANSFER OF MEMBERSHIP

Section 1 – A member may transfer to a chapter in another location by presentation of a paid-up dues book, a letter from the secretary of her former chapter advising that the member is in good standing, and a COPY of Form Four (4).

- (a) When a member moves, chapter(s) at her new location shall be notified by the corresponding secretary of her chapter.
- (b) The recording secretary of the chapter from which the member transferred shall notify the Executive Secretary of the transfer on Form Eight (8).
- (c) A member transferring must abide by the standing rules of the chapter to which she transfers.

Section 2 – A member wishing to transfer from one chapter to another in the same city, or another city without having moved to the area, must secure approval of the National Council and Board of Trustees.

## ARTICLE VIII

### DUES AND FINES

Section 1 – Each chapter shall prescribe in the Chapter Standing Rules the amount of dues, fines, and assessments to be paid by its members.

Section 2 - For reinstatement fines see Chapter Bylaws, ARTICLE III. SECTION 5 (f) and (i).

Section 3 – For national obligations see National Bylaws, ARTICLE X.

Section 4 – For province obligations see National Bylaws, ARTICLE XIII.

## ARTICLE IX

### MEETINGS

#### Section 1

- (a) Each chapter shall hold at least twelve (12) regular meetings annually in order to retain its charter. Meetings shall be held as specified in the Chapter Standing Rules.
- (b) Special meetings may be called by the president and shall be called upon written, telephone, or email request of five (5) members in good standing. Only such business as is stated in the call may be transacted at a special meeting. A special meeting cannot take the place of a regular business meeting.
- (c) The number constituting a QUORUM shall be determined by the chapter and included in the Chapter Standing Rules. The quorum should be as large a number of members as can reasonably be depended on to be present at any meeting.

Section 2 – Each chapter shall observe the October 16 FOUNDERS DAY on October 16 or on a regular October meeting date.

#### Section 3

- (a) A meeting for the official regular visit shall be held in accordance with instructions from the National Council.
- (b) The chapter shall pay a fine of five dollars (\$5) to the Visiting Officer for any active member failing to attend the meeting when a regular visit is made, unless member's written excuse is approved by the chapter and Visiting Officer. Remittance Advise Form Seven (7) should accompany payment.
- (c) Official regular visit shall include
  - (1) Examination of chapter books, records, charter, and rituals;
  - (2) Business meeting;
  - (3) General discussion;
  - (4) Initiation ceremony. (Optional if chapter has performed ritual at Province or National Convention during year of visitation.)
- (d) A new chapter shall be visited their first year, second year, and then again when the regular visit is made to chapters in the area.
- (e) The Visiting Officer shall mail a report to the chapter or alumnae association within thirty (30) days.

## ARTICLE X

### RITUAL

Section 1 – Services in the Ritual shall be used at all required times and shall not be subject to any change by a chapter. Preferably all work shall be memorized.

Section 2 – Rituals shall be in the possession of chapters only and shall be limited to ten (10) in number.

- (a) If a Ritual is mutilated, a chapter may return and request a new Ritual from the Executive Secretary as outlined on Form Seven (7).
- (b) If a Ritual is lost, a chapter shall pay a fine of five dollars (\$5). (See National Obligations, Article X, Section 3.)

## ARTICLE XI

### CHAPTER ELECTIONS

Section 1 – NOMINATIONS

- (a) The nominating committee shall present its report at a meeting in March.
- (b) Additional nominations may be made from the floor, following the nominating committee report and immediately prior to the election.
- (c) Officer election shall be by ballot; a majority vote shall elect.
- (d) At the time of balloting the secretary shall announce those members who are privileged to vote.
- (e) Whenever there is only one (1) candidate for office, the presiding officer may declare the candidate elected.

Section 2 – ELECTIONS

Officers shall be elected at a meeting in April.

Section 3 – INSTALLATION

Officers shall be installed at a meeting in May. (See Ritual.)

## ARTICLE XII

### CHAPTER OFFICERS

Section 1 - The chapter elective officers shall be President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Sergeant-at-Arms, and Historian. Members may serve in two or more offices.

Section 2 – The chapter appointive officers shall be Pledge Supervisor, Publicity Chairman, and any other officers the chapter may deem advisable.

Section 3 – Only those members who have been continuously active for at least one (1) year immediately prior to nomination shall be eligible to hold chapter office.

## ARTICLE XIII

### CHAPTER OFFICERS' DUTIES

Section 1 – The PRESIDENT shall

- (a) Preside at all meetings;
- (b) Guide all officers in fulfilling their respective duties and report any negligence to the chapter;
- (c) Appoint, immediately after chapter elections, the pledge supervisor, publicity chairman, and any other officers the chapter may deem advisable;
- (d) Sign with the recording secretary all contracts and statements which have been approved by the chapter;

- (e) Appoint all committees as provided in the Chapter Standing Rules;
- (f) Approve and sign the Registration Form as compiled by the recording secretary;
- (g) Vote when the voting is by ballot, to cast her vote last when the voting is by roll call, and to have the privilege of voting to make or break a tie when the voting is by voice.

Section 2 – The VICE PRESIDENT shall

- (a) Preside at all meetings in the absence of the president;
- (b) Assist the president when requested and to perform all duties of the president when necessary;
- (c) Serve as chairman of the tellers committee unless she is a nominee for office.

Section 3 – The RECORDING SECRETARY shall

- (a) Keep minutes of all meetings of the chapter and of the executive committee;
- (b) Issue all special notices;
- (c) Record in the minutes, as reported by the treasurer, the financial balance forwarded, the total monthly amount of income, the total monthly expenses, and the balance to date. A copy of the full treasurer's report is to be attached to the minutes;
- (d) Maintain an up-to-date membership record using the official Form Four (4);
- (e) Sign with the president all contracts and statements which have been approved by the chapter;
- (f) File reports of officers and committees as specified in Chapter Standing Rules;
- (g) Fill out Registration Form, with complete list of chapter members, and return to the Executive Secretary by June 15 with Form Seven (7) and a check for national sorority dues, national publication subscriptions, and Delta Home dues;
- (h) Call the meeting to order and preside over the election of a temporary presiding officer in the absence of the president and vice president;
- (i) Prepare official Forms, Four (4) and Eight (8), in accordance with instructions thereon.

Section 4 – The CORRESPONDING SECRETARY shall

- (a) Report the names and addresses of the newly elected president and corresponding secretary to the Executive Secretary immediately following the chapter election;
- (b) Conduct the general correspondence of the chapter as directed by the president;
- (c) Notify chapter(s) at new location when a member moves.

Section 5 – The TREASURER shall

- (a) Collect and deposit all funds of the chapter;
- (b) Keep an itemized record of all receipts and expenditures and render a monthly or quarterly report to the chapter on Form six (6);
- (c) Keep a complete record of dues and assessments paid by each member and render a monthly report to the chapter of each member's standing;
- (d) Officially record all payments of dues and assessments in the member's dues book;
- (e) Pay expenses only as authorized in standing rules or by majority vote of the chapter and secure receipts for all expenditures;
- (f) Prepare official Forms Five (5), Six (6), and Seven (7) in accordance with instructions thereon;
- (g) Submit records to the auditing committee prior to the first regular meeting in June, at any other time if requested by the chapter;
- (h) Transfer to her successor all treasurer records and other documentation, for example cancelled checks, after they have been properly audited and after the report of the auditing committee has been adopted.

Section 6 – The SERGEANT-AT-ARMS shall

- (a) Keep all chapter property, including all initiation paraphernalia. Rituals may be kept by another officer if chapter desires;

Section 7 – The HISTORIAN shall

- (a) Keep an up-to-date history of all events pertaining to the chapter;
- (b) Present the chapter history at Chapter Visitations for the Visiting Officer to review.

Section 8 – The PLEDGE SUPERVISOR shall

- (a) Present to new members, immediately following their initiation, the Delta Theta Tau Membership Guide, the Delta Prayer, and the Delta Song.
- (b) Act as a mentor to new members during their first year of membership.

Section 9 – The PUBLICITY CHAIRMAN shall

- (a) Submit news for the national publication as directed by the Editor of GRIT;
- (b) Submit chapter news to local newspapers;
- (c) Advise, immediately, the Editor of GRIT the name and address of the newly appointed publicity chairman;
- (d) Use, for local publicity, material on the national convention, which shall be supplied by the Editor of GRIT.

Section 10 – Chapter Officers shall perform such other duties as described in the Chapter Bylaws and Chapter Standing Rules.

ARTICLE XIV

CHAPTER COMMITTEES

Section 1

- (a) Standing Committees shall be Executive, Nominating, Auditing, Membership, Philanthropy, Chapter Welfare, Pre-convention, and such other standing committees as may be deemed necessary by the chapter and the suggested guide for standing rules.
- (b) Each chapter shall adopt a standing rule specifying the method of selecting its committee members.
- (c) The president shall be an ex-officio member on all committees except the Nominating Committee.
- (d) Only Active Members are eligible to serve on Chapter Standing Committees.

Section 2 – Special committees may be appointed by the president as deemed necessary by the chapter.

Section 3 – The EXECUTIVE COMMITTEE shall

- (a) Be composed of the President, who shall serve as chairman, the Vice President, the Recording Secretary, the Corresponding Secretary, and the Treasurer;
- (b) Attend to all emergency matters of an executive nature in the interim of chapter meetings;
- (c) Fill by appointment all vacancies occurring in an office between elections. In the event of the resignation or death of the president, the vice president shall automatically become president;
- (d) Perform such other duties as may be prescribed in the chapter standing rules;
- (e) Meet with the incoming executive committee to instruct and assist the newly elected officers.
- (f) A majority of the Executive Committee members shall constitute a quorum.

Section 4 – Members of the executive committee shall automatically forfeit their office if absent from more than two (2) consecutive chapter business meetings unless excused by the chapter.

Section 5 – The duties of all other standing committees shall be prescribed in the Chapter Standing Rules.



## ARTICLE XV

### CHAPTER STANDING RULES

#### Section 1 - ADOPTION

- (a) Each chapter shall adopt its own Chapter Standing Rules in compliance with the Chapter Bylaws of the National Bylaws.
- (b) Each Chapter's Standing Rules are subject to approval of the National Vice President.

#### Section 2 – AMENDING

- (a) Chapter Standing Rules may be suspended by a majority vote at any regular meeting of the chapter.
- (b) They may be amended or rescinded by a majority vote at any regular meeting when previous notice shall have been given, or by a two-thirds (2/3) vote without notice.

#### Section 3 – SUBMISSION

- (a) Two (2) copies of the Chapter Standing Rules shall be submitted by the Standing Rules Committee to the National Vice President for her approval.
- (b) One (1) copy shall be retained in the file of the National Vice President, and one (1) copy shall be returned to the chapter.

## ARTICLE XVI

### PATRONESSES

Chapters may be privileged to have patronesses for counsel and support. Each chapter shall determine the number of patronesses it wishes and the length of time they shall serve.

- (a) Patronesses may be members of the Sorority.
- (b) Patronesses are not privileged to attend ritualistic service if not members but may attend social activities.
- (c) Chapters shall request patronesses to sign Form Fifteen (15) the Patroness Pledge Card. (See Ritual.)

## ARTICLE XVII

### PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with these National and Chapter Bylaws.

## ARTICLE XVIII

### LEGISLATION

#### Section 1 – AMENDMENTS

- (a) These Chapter Bylaws may be amended at any national convention by a two-thirds (2/3) vote, provided proposed amendments shall have been submitted to the National Legislative Committee
  - (1) Prior to December 1, by a chapter;
  - (2) Prior to December 1, by a Province;
  - (3) By the National Council and Board of Trustees during midyear meeting.
  - (4) The National Secretary shall give notice of Chapter Bylaw amendments at least sixty (60) days prior to convention date to members, as provided in the National Bylaws.
- (b) The Chapter Bylaws may be amended at any national convention by a ninety percent (90%) vote without previous notice.

Section 2 – REVISION

- (a) A revision of the Chapter Bylaws may be authorized by the National Council and Board of Trustees or the assembly.
- (b) A Special Committee shall be appointed to draft the revision and present to the convention assembly, following presentation to the National Council and Board of Trustees.
- (c) The Chapter Bylaws shall be mailed to members at least sixty (60) days prior to convention date.