BETA PI CHAPTER RULES

ARTICLE I - - - NAME  (Constitution, Article I B)

The chapter name is assigned by the state organization. The name of this chapter shall be Beta Pi Chapter, Alpha Delta State Organization, The Delta Kappa Gamma Society International.

ARTICLE II - - - MISSION AND PURPOSES (Constitution Article II)

The purposes of Beta Pi Chapter shall be the seven Purposes of the Delta Kappa Gamma Society International and those of Alpha Delta State Organization.  In addition, the chapter may elect to focus on subjects/projects pertinent at the chapter level yet consistent with the Constitution.

ARTICLE III - - - MEMBERSHIP (Constitution Article III; International Standing Rules 3.0)

A.   Membership is in accordance with the Constitution, Article III and the International  Standing Rules, Section 3. Membership is classified as active, reserve, and honorary. The chapter has full authority for the administration of membership.  Membership records are kept by the chapter.

B.   Recommendation for Membership forms shall be available at each regular chapter meeting.

C.   Recommendation for Membership forms shall be completed by the sponsor and returned to the Membership Chairman and/or the Chapter President by mid-January.  The names of prospective members shall be given to the President prior to the Tri-County meeting of the presidents in February.

D.   The Membership Committee shall present a sketch of each nominee at the March meeting and conduct the election.

E.   The general membership shall vote by secret ballot unless a motion to waive the secret ballot is made and passed prior to the voting.  Four-fifths (4/5) of those voting will elect the candidate to membership or the chapter may choose to use a simple majority.

F.   Invitations to membership shall be in writing and delivered in person or by mail.

G.   The Membership Committee and/or the Chapter President shall plan for the orientation of initiates prior to the May initiation.

H.   The Executive Board shall decide on any other matters concerning membership, with the approval of the chapter, including the disposition of any Society jewelry which may be returned to the chapter.

I.   The chapter shall follow Delta Kappa Gamma rules on reserve membership and on honorary membership.

ARTICLE IV - - - FINANCES (Constitution, Article IV; International Standing Rules 4.3 and 4.4)

A.   Financial matters are in accordance with the Constitution, International Standing Rules and the Alpha Delta State Bylaws.

B.   The Finance Committee shall make recommendations for changes in dues and present their recommendations to the Executive Board.

C.   Chapter dues shall be determined by chapter vote.

D.   Annual chapter, state and international dues and fees shall be collected by the chapter Treasurer prior to October 1.

E.   The Finance Committee shall develop an annual budget and present it to the membership in June for approval.

F.   The chapter President shall approve expenses prior to payment.

G.   The Financial Review Committee shall conduct an annual review after the June meeting and before the first meeting in September.

H.   The president=s registration fee, society scheduled meals, lodging and transportation for the State Convention (total not to exceed budget) will be paid by the chapter.  The president=s expenses to other scheduled state meetings will be paid as the budget permits.

I.        Special funds and/or awards may be created by the Executive Board and approved by   the membership.

ARTICLE V - - - ORGANIZATION (Constitution, Article V; International Standing Rules 5.12)

A.   Beta Pi Chapter shall govern the conduct of its business in a manner consistent with the Constitution, International Standing Rules, Alpha Delta State Bylaws and Standing Rules and the Beta Pi Standing Rules.

B.   Beta Pi Chapter retains membership in the Tri-County Coordinating Council.

C.   The Chapter President or her official representative shall represent the chapter as a voting member of the State Executive Board.

D.   Recommendations to the chapter standing rules shall be presented to the members at a general meeting.  Proposed changes in the standing rules shall be read or distributed at one scheduled meeting and voted on at the next scheduled meeting.  Rules may be added, amended or rescinded by a majority vote of the membership.

ARTICLE VI - - - OFFICERS AND RELATED PERSONNEL

(Constitution, VI;  International Standing Rules 6.03)

A.   Beta Pi Chapter officers shall be a president, first vice-president, second vice-president, recording secretary, corresponding secretary (all elected), a treasurer selected by the Executive Board and an assistant treasurer if appointed by the president.  The retiring president shall serve as parliamentarian. The parliamentarian is not an officer.  The parliamentarian serves without vote.  If the treasurer is paid for her services, she serves without vote.

B.   A slate of officers, with one nominee per office, shall be prepared by the Nominations Committee and presented to the membership at the March meeting, with election taking place in April and installation in May.

C.   Elections are held in even-numbered years.

D.   The term of office is a two-year term or until a successor is named for all officers except treasurer.

E.   If a vacancy occurs the Chapter shall follow the succession of elected officers, as stated in the constitution; otherwise, the chapter President appoints a replacement.

F. Officers shall perform duties as specified in the Constitution, Article VI, Alpha Delta State Bylaws and as authorized in the Beta Pi Chapter Standing Rules.

G. In addition:

The president shall serve as delegate to the Tri-County Coordinating Council.

The first vice-president shall serve as chairman of the Program Committee and be responsible for preparing the chapter yearbook.

The second vice-president shall serve as chairman of the Social Committee. The Social Committee will reserve meeting places for the year, arrange for refreshments and serve as the calling committee for the chapter meetings.

The recording secretary shall keep all minutes and shall keep a record of attendance at scheduled meetings.  She may be a member of the Standing Rules Committee and shall update chapter standing rules as policies are changed during business meetings.

The corresponding secretary shall be responsible for all correspondence.

The treasurer shall order the president=s pin at the chapter=s expense and make it available for presentation during installation of officers.

H.    EXECUTIVE BOARD: The members of Beta Pi Chapter Executive Board shall be elected officers and the immediate past president.  Others, such as committee chairmen, may be appointed as ex-officio members without vote. The treasurer is designated as with vote.  The assistant treasurer and parliamentarian are ex-officio members of the Executive Board and are without vote.

I.   The Beta Pi Chapter Executive Board shall function according to the Constitution, ArticleVII, section C.

J.   The Executive Board shall meet twice annually, but may meet more often.

K.   The Executive Board shall approve a gift for retiring active members.

ARTICLE   VII - - - COMMITTEES (Constitution, Article VIII)

A.   Standing Committees shall be Program, Research, Personal Growth and Services, Professional Affairs, Legislation/Standing Rules, Music, Social, Finance, Financial Review, Membership, Initiation, Nominations, Historians, Communication, Scholarship and Awards, World Fellowship, Memoriam Honorarium and Fund Raiser. The chapter president serves as member ex-officio on committees except Nominations.

B.   Standing Committees shall fulfill responsibilities as outlined in the Constitution and as detailed in the Handbook.

C.   Committees may be added, combined or eliminated with the chapter=s approval.

D.   The Treasurer, upon the death of a member, shall donate a memoriam honorarium, not to exceed $20.00.  Cards will be sent by the Corresponding Secretary to members for the following situations: illness, death of a family member, marriage, birth of a child, attainment of an advanced degree and congratulations for special honors.

E.   The Communications Committee shall make Delta Kappa Gamma visible to the community by notices and service to worthy organizations.  They will also send relevant articles to the Alpha Delta State publication, THE VOICE.  Annually, a minimum of two (2) newsletters for the membership will be composed by the Communications Committee which will then type, copy and distribute them. Funds for this committee shall be allocated in the budget.

ARTICLE VIII - - - MEETINGS (Constitution, Article IX;

International Standing Rules 9.0)

A.   The Executive Board shall determine the number and schedule of meetings held; a minimum of four business meetings per year is required by the Constitution.

B.   A quorum for conducting chapter business shall be one-fourth (1/4) of the entire membership.

C.   Active members should try to attend as many scheduled meetings as possible each chapter year.

D.   A reservation made for a banquet meeting, and not cancelled, must be paid even if the member does not attend, since the Treasurer is obligated to pay for the un-cancelled reservation.  Cancellations must be made a week before the event or the member must pay for the dinner.

ARTICLE IX - - - COMMUNICATIONS/PUBLICATIONS

(Constitution, Article XII; International Standing Rules 12.52)

A.      The President approves publications.

B.      The name and number of the issues must be specified.

C.      The chapter may meet through electronic communication as long as all the members may simultaneously hear one another and participate during the meeting.

ARTICLE X - - - PARLIAMENTARY AUTHORITY (Constitution, Article XV)

A.      In all instances and circumstances the Executive Board and the membership shall follow the constitution, amendments and bylaws.

ARTICLE XI - - - AMENDMENTS

A. The Executive Board shall review the standing rules at least once during the biennium.  This should be            done preferably in the year following international conventions, as changes there affect local chapters.

B.      Individual rules may be considered at any regular business meeting.

C.      All changes or adjustments shall be included in the newsletter.

ARTICLE XII - - - DISSOLUTION (Constitution, Article XIX)

A.      Prior to dissolution permission shall be obtained from the state organization.

The State Executive Board is responsible for granting the dissolution of a chapter, according to Article XII, Section 2 of the Bylaws of Alpha Delta State Ohio.

B.      The transfer of members shall follow the international transfer procedures.

C.      Funds remaining in the chapter treasury are to be sent to the treasurer of Alpha Delta State.  The chapter charter, paraphernalia and records are to be delivered to Alpha Delta State.

                                                                                                                                      (Revised:  January 2014)