

**BY-LAWS OF THE ANTHEMIOS ALUMNI ASSOCIATION  
OF ALPHA RHO CHI FRATERNITY**

**Article I      Offices and Executive Board**

Section 1      Executive Board

This Alumni Association shall have an Executive Board consisting of the President, Vice President, Treasurer, and Secretary. The “Executive Board” as stated in this Alumni Association By-Laws and Constitution corresponds to the “Board of Directors” as stated in the Alpha Rho Chi Fraternity National Constitution and By-Laws.

Section 2      Directors

This Alumni Association shall have Directors appointed as needed, for a to be determined term length at time of appointment. The Anthemios Active Chapter Worthy Architect shall serve as a permanent director.

Section 3

The Executive Board shall be presided over by the President. The Executive Board shall govern the Anthemios Alumni Association at all times, except during Anthemios Alumni Association Meetings. The decisions of the Executive Board shall be final, unless they are appealed to the Anthemios Alumni Association in a Regular or Special Anthemios Alumni Association Meeting. The majority vote of the Anthemios Alumni Association on an appeal shall be final.

Section 4

The seniority of offices shall be as follows: Highest Office of the Alumni Association shall be President, then Vice President, then Treasurer, then Secretary.

**Article II      Directors**

Section 1

The Directors shall report to the President, should attend Executive Board Meetings, but do not have the power to vote or to call a meeting, or contribute to a quorum in any Executive Board Meeting.

**Article III      Elected Officers**

Section 1      President

The President shall preside over all Anthemios Alumni Association and Executive Board Meetings of the Alumni Association, shall act as Chairman of the Anthemios Alumni Association Board of Directors, shall preside over the Association Directors, shall preserve all books, records and documents pertaining to his office, and he shall, not less than once per calendar year, deliver a "State of the Anthemios Alumni Association Report" to the Anthemios Alumni Association. A copy of his report shall be filed with the Office of the Secretary, with the Worthy Grand Scribe, and with the Regional Director. He shall have charge of all official business of the Anthemios Alumni Association and shall make all appointments subject to the approval of the Executive Board. He shall also preside over the Association's Communications and Public Relations.

#### Section 2 Vice President

The Vice President shall preside at all Anthemios Alumni Association and Executive Board Meetings in the absence of the President. It shall also be the responsibility of the Vice President to coordinate all social aspects of the Anthemios Alumni Association, which shall include such events as Founder's Day, Homecoming, and any professional, social, or athletic event.

#### Section 3 Treasurer

The Treasurer shall have charge of the general finances of the Anthemios Alumni Association, and shall collect all dues and fees owed to the Alumni Association. He shall prepare and submit at each Anthemios Alumni Association and Executive Board Meeting a written budget and report of his office showing the account balance of each member. He must submit, in collaboration with the President, a complete financial statement at the end of each fiscal term. He shall be responsible for all financial reports sent to the Worthy Grand Estimator or the State, if required. He shall be the keeper of all financial records of the Anthemios Alumni Association, including the checkbook. The Anthemios Alumni Association shall have a checking account. The Treasurer's signature shall be required on all Checks issued by the Anthemios Alumni Association. The Treasurer's mailing address shall be present on all mailings/correspondence pertaining to dues.

#### Section 4 Secretary

The Secretary shall record the proceedings of all Anthemios Alumni Association and Executive Board Meetings, shall record the roll at all required functions, shall be the keeper of the Official Alumni Association Records and Documents, and shall order and be responsible for all Anthemios Alumni Association and Fraternity emblems. The secretary shall keep the master mailing address and e-mail address directories of all Alumni Association Members. The Secretary shall be responsible for all of the general correspondence of the Alumni Association.

He shall submit all records to the National Fraternity, to the University and the State, as required. He shall serve as Publicity Director for the Alumni Association.

#### **Article IV Appointed Offices**

##### Section 1 Executive Board and Director's Assistants

Assistants to the Elected Officers and Directors may be appointed by the President, upon the recommendation of the elected officer or director, with approval of the Executive Board.

The term of these appointed officer's shall be terminated at the time of installation of incoming officers or appointed of a new Director.

##### Section 2 Parliamentarian

The Parliamentarian shall be an appointed office and shall have final ruling of all parliamentary procedures according to Robert's Rules of Order, [the latest edition of The Scott, Foresman Robert's Rules of Order Newly Revised]. He shall act as Sergeant-At-Arms and act with the President to keep order during formal Alumni Association Functions.

##### Section 3 Chaplain

The Chaplain shall be an appointed office and shall give any and all invocations at all Alumni Association Functions.

#### **Article V Voting and Election of Officers**

##### Section 1 Nominations

The names of the Association Members who are qualified and eligible for office shall be posted on the Official Anthemios Alumni Association website at the beginning of the nomination period. Any Alumni Member in good standing shall be eligible for any office. Nominations for elections shall take place starting 30 days prior to the annual meeting until the closure of nominations at the Annual Anthemios Alumni Association Meeting. A list of nominations will be posted on the Official Anthemios Alumni Association Website three (3) weeks prior to the Annual Meeting. The results of the election will be posted on the Official Anthemios Alumni Association Website.

##### Section 2 Voting

Election of Officers shall be by a majority vote of secret ballot. The Ballots shall be counted by the Parliamentarian and Chaplain. In the absence of the Parliamentarian and Chaplain, votes shall be counted by two at-large Alumni Members appointed by the President (Vice President if the President is nominated for election).

### Section 3

The official term of office for the elected Alumni Association officers shall be two (2) years. Newly elected officers shall officially take office sixty (60) days following the election. The executive board positions shall have staggered elections with the President and Treasurer being elected in the same year, and the Vice President and Secretary being elected the following year. The Convention Delegate shall be elected every year.

### Section 4

No member may hold two positions on the Executive Board at the same time. It is recommended that no member shall hold a position on the Executive Board and the Extended Board at the same time.

### Section 5

Upon resignation or termination of an elected or appointed officer during his term of office, the office shall be filled by an election by the Alumni Association if the office was an elected position; or appointed by the President with approval of the Executive Board if the office was an appointed position. Upon election or appointment, the officer shall serve the remainder of the term. During the period between the vacancy of an office and elections, positions shall be filled as follows: the positions of Vice President, Treasurer, and Secretary shall be appointed by the President. The position of President shall be filled by the Vice President.

## **Article VI Alumni Association Meetings**

### Section 1

The Anthemios Alumni Association shall hold a meeting annually prior to the incorporation date. Other meeting times shall be established by a vote of the Alumni Association upon the recommendation of the Executive Board. Alumni Members shall be given thirty (30) days prior notice in person, by phone, or by e-mail to other regular meetings.

### Section 2

Special Anthemios Alumni Association Meetings shall be held at any time provided that all Alumni Association Members have been given two (2) weeks prior notice, in person, by phone, or by e-mail. Special Meetings shall be called for by the President when he has been petitioned to do so by the Executive Board or by 25% of the Alumni Association Membership. No business shall be transacted at a Special Meeting other than that business for which the meeting was called.

### Section 3

At any Anthemios Alumni Association Meeting, three (3) Executive Board Members plus ten (10) Alumni Members in good standing, as defined in Article IX, Section 2 of these By-Laws, shall constitute a quorum. All business transacted in a meeting so constituted shall be as valid as if all of the active membership of the Alumni Association was present and voting.

### Section 4

The following Order of Business shall be observed at all Regular Alumni Association Meetings:

1. Call to Order
2. Roll Call
3. Minutes of Previous Meeting
4. Officer's Reports
5. Committee Reports
6. Old Business
7. New Business
8. Adjournment

## **Article VII Executive Board Meetings**

### Section 1

The Executive Board shall meet in session at least three (3) times during the calendar year, the dates and times as established by the Executive Board or as called for by the President. It is recommended that one meeting be held at the same time each year, such as in January during Ritual activities. Attendance at all Meetings or submittal of an initialed copy of the meeting minutes to the secretary by each Executive Board Member is mandatory.

### Section 2

All Executive Board Meetings are open to all Anthemios Alumni Association Members. The Proceedings of each Executive Board Meeting shall be posted on

the Official Anthemios Alumni Association Website not more than one (1) week following the meeting.

### Article 3

At any Alumni Association Executive Board Meeting, three (3) Executive Board Members shall constitute a quorum and all business transacted in a meeting so constituted shall be as valid as if all of the Executive Board Membership was present and voting. Association Directors shall attend Board meetings, but are not included in the Executive Board quorum.

## **Article VIII Membership**

### Section 1

Membership in this Anthemios Alumni Association is open to all alumni, faculty, honorary, and non-graduate members of the Anthemios Chapter of the Alpha Rho Chi Fraternity.

### Section 2

Recommended obligation of Alumni Association Membership shall include attendance at Alumni Association meetings and activities; payment of all dues and fees owed to the Alumni Association and the National Fraternity.

## **Article IX Dues and Fees**

### Section 1

Annual Alumni Association Dues and Fees shall be determined by a vote of the Alumni Association Executive Board. Anthemios Alumni Association dues do not constitute any moneys paid to the National Fraternity. Such dues shall be invoiced and collected by the National Fraternity.

### Section 2

If any Alumni Association Member falls two (2) years behind in the payment of Alumni Association dues, he shall be deemed not current and not in "good standing."

## **Article X Distribution of Assets upon Dissolution**

### Section 1

Should the Anthemios Alumni Association be dissolved for any reason, all financial accounts the Association possesses shall be closed, all debts shall be paid, and the remaining balance of all accounts combined and given to the Alpha Rho Chi Foundation to manage.

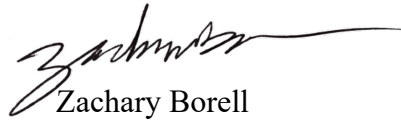
Section 2


Should the Anthemios Chapter of Alpha Rho Chi still be operational at the time of dissolution, the managed funds will be used to support scholarship and professional opportunities for brothers of the Chapter.

Section 3

All physical and archived items in possession of the Anthemios Alumni Association shall be given to the Anthemios Chapter of Alpha Rho Chi, if operational at the time of dissolution, else they be given to the Grand Council of Alpha Rho Chi to oversee the proper distribution and archiving of the materials.

This Edition of the Alumni Association By-Laws was approved by the Anthemios Alumni Association on June 5, 2019, during the June Alumni Association meeting.

  
Zachary Borell  
Alumni Association President

  
Mollie Karasch  
Alumni Association Secretary

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Philip H Buckberg  
Worthy Grand Architect  
Alpha Rho Chi Fraternity