



BYLAWS FOR THE WINSTON SALEM CHI OMEGA ALUMNAE CHAPTER

ARTICLE 1: NAME

The name of this organization shall be the Winston Salem Chi Omega Alumnae Chapter (hereinafter referred to as "Chapter"). It shall use the official badge and crest of Chi Omega Fraternity.

ARTICLE II: OBJECTIVE

The objective shall be to further the fraternal spirit and cooperation among all members, to aid all active chapters in this endeavor and to uphold the purposes and policies of Chi Omega Fraternity.

ARTICLE III: MEMBERSHIP

Section 1: General Members

The membership shall include any Chi Omega alumna in good standing who is interested in the objectives of this organization and who pays dues to the local chapter. The name of the applicant for membership shall be sent to the Executive Headquarters for verification of status.

Section 2: Dues

The dues of the organization shall be \$35 per member, per year. For a new member, dues shall be paid at the time of approval of an applicant's request for membership. For regular members, dues shall be paid in advance on or before January 31 of each year or such other time as the Officers deem appropriate.

Dues shall be waived for new college graduate members for the first year following graduation or alumnae with fifty (50) years or more alumnae status.

The failure of a member or applicant to pay dues within ninety (90) days of billing shall result in the automatic termination of membership in the Chapter.

ARTICLE IV: BOARD OF DIRECTORS

Section 1: Officers

The officers composing the Board of Directors of the organization shall be a President (AH), Treasurer (ANV), Membership Director, Events Director, and Communications Director.

Section 2: Duties of Officers

Officers are required to attend Board of Directors meetings and maintain membership in good standing throughout the term of office. Each Officer shall submit a report at each Board of Directors meeting and to members at the annual (December) meeting, and assist in preparing alumnae chapter reports for submission to Chi Omega Headquarters.

President (AH): The President is the chief executive officer. The President shall preside at all meetings of the Chapter and of the Board of Directors. President will stay in communication with the Regional Alumnae Director (RAD) and the Executive Headquarters updating the officer roster when any changes occur.

Treasurer (ANV): The Treasurer shall have custody of all funds of the organization, shall collect dues and attend to expenditures as authorized by the Board of Directors. She shall maintain a complete and accurate record of all receipts and disbursements and give reports at membership and Board of Directors' meetings. The Treasurer shall pay the national dues annually to the Chi Omega Executive Headquarters and file appropriate paperwork with the IRS in a timely manner.

Membership Director: The Membership Director receives the membership forms and keeps track of the membership of the group. It is her responsibility to verify the status of all members. She is also responsible for working with the potential new members to encourage them to join the group.

Events Director: This chairman shall be responsible for the Eleusinian celebration preparations and shall be in charge of planning social and philanthropic events for the membership.

Communications Director: The Communications Director shall attend to general correspondence and be responsible for the distribution of all newsletters and notices of events to the general membership. She shall also maintain the Chapter website and social media outlets. It is her responsibility to submit items to the Editor of *The Eleusis* from the chapter.

Section 3: Election of Officers

Any Chi Omega alumna who is a qualified general member of the organization is eligible to hold office. Officer elections shall take place biannually, in odd years, in December. Prospective candidates shall submit a statement of interest no later than November. A vote of the membership will be taken by secret ballot, at which time the candidate with the most votes shall be elected to office. The elected officers shall be installed and take office at the beginning of the next fiscal year.

Section 4: Vacancies

If any member of the Board fails to attend three (3) successive meetings, except for reasons acceptable to a majority of the other members of the Board, the position may be vacated upon the motion and approval thereof of a majority of the Board.

Any member of the Board may resign at any time by sending a written notice of resignation to the President of the Chapter; such resignation shall take effect upon receipt thereof by the President.

The Membership Director will fill the vacancy of President. Other vacancies of a Board member shall be filled from among members of the Chapter by appointment by a majority vote of the Board members to serve the unexpired term.

Section 5: Functions

The functions of the Board of Directors shall be as follows: to carry forward Chi Omega's purposes; to manage the business and fiscal affairs of the Chapter; to monitor the income and disbursement of Chapter funds; to make policies for its own actions and the actions of its committees; to appoint chairs of standing committees and to appoint members and chairs of special committees; to oversee standing and special committees; to supervise and manage the committees and newsletters; to act as a liaison between the Chapter and active chapters; to assure appropriate eligibility process for selection of candidates for membership; and to assure that the Chapter fulfills the requirements to maintain good standing with the Chi Omega Executive Headquarters.

ARTICLE V: MEETINGS

Section 1: Annual Meeting

The annual meeting of the Chapter shall be held during the month of December of each year. There shall be at least ten (10) days' notice of such meeting to members of the Chapter.

Section 2: Board of Director Meetings

Meetings of the Board of Directors shall be two times per year. All Chi Omegas in good standing are invited to attend the monthly Board of Directors meetings.

Section 3: Other Meetings

Other meetings shall take place as scheduled by the Board of Directors.

Section 4: Quorum

A quorum for a regular meeting is three (3) elected officers and six (6) members. A quorum for a Board meeting is three (3) elected officers.

ARTICLE VI: PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised shall be the parliamentary authority for all matters not covered in these bylaws.

ARTICLE VII: AMENDMENTS

These bylaws may be amended at any meeting of the organization by a two-thirds vote of the membership, provided there is a quorum and that notice was given at a previous meeting or sent by mail or email three (3) weeks in advance.

ARTICLE VIII: FISCAL YEAR

The fiscal year shall be from January 1 through December 31. The terms of the newly elected members of the Officers and Board of the Chapter shall commence with the commencement of the fiscal year.

ARTICLE IX: ADOPTION

These bylaws shall be effective upon adoption. These bylaws shall be deemed adopted by the affirmative vote of two-thirds of the members present at the meeting following the presentation thereof to the membership of the chapter. The membership of the officers and Board constituted at the time of the adoption shall continue in effect until the time for election of new officers and Board members as provided herein.

ARTICLE X: DISSOLUTION

If for any reason the Alumnae group is dissolved, all property thereof belonging to the chapter shall automatically be transferred to Chi Omega Fraternity at 3395 Players Club Parkway, Memphis, TN 38125.