

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

Article I Executive Board

Section 1

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

Section 2

This Anthemios Alumni Association shall have an Extended Board consisting of the Web Chairman, the Anthem Editor, and the Anthemios Alumni Association Liaison (Active Chapter Worthy Architect).

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, then Anthemios Alumni Association Convention Delegate.

Article II Extended Board

Section 1

The Extended board shall be presided over by the President, should attend Executive Board Meetings, but does not have the power to vote or to call a meeting, or contribute to a quorum in any Executive Board Meeting.

Section 2

The seniority of the Extended Board shall be as follows: the Web Chairman, then the Anthem Editor, and then the Anthemios Alumni Liaison.

Article III Elected Officers

Section 1

The President shall preside over all Anthemios Alumni Association and Executive Board Meetings of the Alumni Association, shall act as Chairman of the Executive Board and Extended Board, 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 serve as the director of Communications and Public Relations.

Section 2

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 things as, Founder’s Day, Homecoming, professional events, social parties, and athletics.

Section 3

The Treasurer shall have charge of the general finances of the Anthemios Alumni Association, 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

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.

Section 5

The Anthemios Alumni Association Convention Delegate shall represent the Anthemios Alumni Association at all Regular and Special conventions as called by the National Fraternity in accordance with the National Constitution and By-Laws of the Alpha Rho Chi Fraternity. They shall possess the voting power of the Anthemios Alumni Association as defined in the National Constitution and By-Laws of the Alpha Rho Chi Fraternity.

Article IV Appointed Offices

Section 1

The Web Chairman shall be responsible for the maintenance and enhancement of the Alumni Association web page. He shall answer to the President as director of Communications and Public Relations.

Section 2

The Anthem Editor shall be responsible for the management, production, and publishing of the Anthem newsletter. He shall answer to the President as director of Communications and Public Relations.

Section 3

The Anthemios Alumni Liaison shall be responsible for maintaining regular communication between the Anthemios Alumni Association and the Anthemios Active Chapter. They shall be charged with coordinating joint Alumni Association and Chapter events and programs.

Section 4

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

The terms of the appointed officers shall be terminated at the time of installation of incoming officers.

Section 5

The Parliamentarian shall be an appointed office and shall have final ruling of all parliamentary procedures according to Robert's Rules of Order, [The Scott, Foresman Robert's Rules of Order Newly Revised, 1990 Edition]. He shall act as Sergeant-At-Arms and act with the President to keep order during formal Alumni Association Functions.

Section 6

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

The names of the Anthemios Alumni 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 August 1 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

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.

Section 3

The official term of office for the elected Alumni Association officers shall be two (2) years and commence immediately upon 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, Secretary, and Convention Delegate 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 have its annual meeting at the homecoming events of the University of Illinois at Urbana-Champaign (held typically in October of each year). 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. One of these meetings shall be at the annual homecoming events of the University of Illinois at Urbana-Champaign (held typically in October of each year). 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. Extended board members 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."

This Edition of the Alumni Association By-Laws was approved by the Anthemios Alumni Association on October 25, 2003, in the Annual Homecoming meeting.

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