

NATIONAL BY-LAWS OF THE ALPHA RHO CHI FRATERNITY

ARTICLE I

THE CONVENTION

- Section 01 The Convention being duly assembled shall be called to order by a member of the Grand Council. This individual shall be the Temporary Chairman of the Convention and shall follow the order of procedure and business specified in Article I, Section 02 of these By-Laws. A quorum shall be constituted by a majority of all properly entitled votes at the Convention.
- Section 02 At all Regular and Special Conventions, the following order of procedure and business, unless changed by resolution of the Convention, shall be observed:
01. Examination of the credentials of the delegates;
 02. Call to order;
 03. Delegate roll call;
 04. Election of the Convention Officers;
 05. Appointment of Committees;
 06. Report of the Grand Council;
 07. Report of the Nominating Committee;
 08. Additional nomination of members to the Grand Council;
 09. Close of nomination and nominating speeches;
 10. Unfinished Business;
 11. New Business;
 12. Election of members to the Grand Council;
 13. Suggestions for the Fraternity's welfare;
 14. Report of the Convention Director for meeting places for successive conventions;
 15. Adjournment

ARTICLE II

DUTIES OF THE PRESIDENT OF THE CONVENTION

- Section 01 The President of the Convention having been duly elected to his office by the Convention, shall preside at all sessions of the Convention, appoint all committees, and sign all documentation that requires his authentication. In no event shall he be entitled to a vote.
- Section 02 The President of the convention shall sign the Official Report of the Convention, before that Report is delivered to the Grand Council.
- Section 03 The President of the Convention shall appoint a Sergeant-At-Arms who shall act as guard at all meetings of the Convention.

ARTICLE III

DUTIES OF THE SECRETARY OF THE CONVENTIONS

- Section 01 The Secretary of the Convention shall make the Official Record of the proceedings of the Convention and, after having secured the signature of the President of the Convention upon it, shall affix his own thereto, and promptly deliver the Official Record to the Grand Council.

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ARTICLE IV

CONVENTION DELEGATES

Section 01 Each Active Chapter shall have one (1) delegate who shall have one (1) vote. Each Alumni Association shall have one (1) Delegate who shall have one (1) vote.

ARTICLE V

NON-DELEGATES

Section 01 All Fraternity members are privileged to attend the Convention at all times, to take part in the debates, and to offer resolutions or motions, which, if seconded by a delegate, shall be regarded as offered by a delegate.

ARTICLE VI

EXPENSES OF THE CONVENTION

Section 01 The reasonable and necessary expenses of any Regular or Special Convention shall be determined by the Grand Council and shall be paid for by the Fraternity. All other expenses shall be paid for by the Delegates and Members attending said Regular or Special Convention.

ARTICLE VII

THE GRAND COUNCIL

Section 01 The four (4) elected officer members of the Grand Council shall be elected by the Convention and shall hold office for two (2) year terms. The election of the Worthy Grand Architect (W.G.A.) and the Worthy Grand Scribe (W.G.S.) as well as the appointment of the Grand Advisor (G.A.) shall be in the alternate Convention years from the election of the Worthy Grand Estimator (W.G.E.) and Worthy Grand Associate Architect (W.G.A.A.).

Section 02 The terms of service of the members and officers of the Grand Council shall begin on the date of the first day of the Fraternity's next fiscal year following the date of their election. No member of the Grand Council shall be elected or appointed to more than three (3) consecutive terms for the same office.

Section 03 The duties of the Grand Council shall be as follows: The Grand Council shall be the administrator, custodian and conservator of all of the properties and interests of the Fraternity. The Grand Council shall take such actions as are necessary to promote the welfare of the Membership, Chapters, and Alumni Associations. It shall receive and act upon reports of the Officers of Chapters, petitions, and reports and requests, of standing and special committees, and shall prepare its Annual Report to the Convention. The Grand Council may also, from time to time, formulate such rules and regulations, as it may deem expedient and necessary for the furtherance of the discharge of its duties and responsibilities, such rules and regulations to be subsequently ratified at the next Convention. The Grand Council shall serve as the Board of Directors of the Fraternity and shall have control over and the responsibility for regulating the business activities of the Fraternity and taking all steps necessary and incident there-to, provided that it shall not act contrary to the express direction of the Membership as expressed at the Convention.

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- Section 04 The Grand Council shall make a report to each Regular Convention containing the following items:
01. A statement of the condition of the Fraternity;
 02. The transactions, including all rules and regulations adopted, of the Grand Council since the last Convention;
 03. All subjects of disputes between the Chapters;
 04. All recommendations for the good of the Fraternity that it may see fit to make;
 05. All petitions for new Chapters.
- Section 05 Any requests for a vote, issued by certified mail, to the Active Chapters and Alumni Associations from the Grand Council, shall be acted upon and responded to by the Chapters within thirty (30) days after receipt. Should an Active Chapter and/or Alumni Association fail to respond within one (1) month to a request from the Grand Council, the Worthy Grand Architect may cast a vote either for or against the question at issue, in his sole discretion for the non-responding Chapter or Alumni Association.

ARTICLE VIII

DUTIES AND POWERS OF THE WORTHY GRAND ARCHITECT

- Section 01 The chairmanship of the Grand Council is vested in the Worthy Grand Architect except as provided otherwise in the Constitution or By-Laws of the Fraternity.
- Section 02 He shall preside at all meetings and sessions of the Grand Council. He shall exercise general supervision over the Fraternity, and, with the concurrence of the Grand Council, may call special meetings of the Grand Council if necessary at times between Conventions.
- Section 03 He shall prepare the Annual Report of the Grand Council to the Convention, said report to be presented to the Convention by the delegates from the Grand Council.
- Section 04 He may make such appointments as deemed necessary to assist in carrying out the duties of the Grand Council; such appointments shall be confirmed by a majority vote of the Grand Council.
- Section 05 He shall issue all charters for the new Chapters and all certificates of membership after payment of the prescribed fees.
- Section 06 He shall be the keeper of the Great Seal of the Fraternity and shall be the only person to use the same in performance of his duties. He shall attest all official papers and documents.
- Section 07 He shall supervise all programs of professional development of the Fraternity.

ARTICLE IX

DUTIES OF THE WORTHY GRAND ASSOCIATE ARCHITECT

- Section 01 The Worthy Grand Associate Architect shall assist the Worthy Grand Architect in the performance of his duties and shall assume the duties of the Worthy Grand Architect when the Worthy Grand Architect is unable to perform his duties.
- Section 02 The Worthy Grand Associate Architect shall supervise and coordinate all Alumni Development Programs of the Fraternity.

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Section 03 The Worthy Grand Associate Architect shall be responsible for overseeing a Convention Director appointed by the Grand Council to plan each regular or each special National Convention of Alpha Rho Chi Fraternity.

ARTICLE X

DUTIES OF THE WORTHY GRAND SCRIBE

Section 01 The Worthy Grand Scribe shall keep a true and correct record of all proceedings of the Grand Council and reports of the Conventions, and shall promptly distribute such convention reports to the Chapters, Alumni Associations, Appointees, and other Grand Council members.

Section 02 He shall have charge of the distribution of the Alpha Rho Chi Medals and maintain complete records of their distribution.

Section 03 He shall keep a record of the names of all newly elected members as submitted by the Chapters.

Section 04 He shall maintain a history of the Fraternity.

Section 05 He shall supervise the obtaining of all services of a general nature for the Fraternity, including the ordering of supplies for the Fraternity, and the preparation of handbooks and manuals of the Fraternity.

Section 06 He shall supervise all official publications of the Fraternity.

Section 07 He shall supervise the expansion programs of the Fraternity.

ARTICLE XI

DUTIES OF THE WORTHY GRAND ESTIMATOR

Section 01 The Worthy Grand Estimator shall receive and have charge of all funds of the Fraternity.

Section 02 The Worthy Grand Estimator shall be responsible for the individual invoicing of each alumni member for annual national Alumni Dues and the collections of said Alumni Dues for deposit into the proper Alpha Rho Chi Fraternity account. All correspondence received as a result of alumni invoices shall be forwarded to the Worthy Grand Associate Architect.

Section 03 He shall keep all of his books in a proper manner in accordance with standard and generally accepted accounting and bookkeeping practices exhibiting the sources and amounts of receipts and expenditures, and shall prepare a written report of the same to be read before meetings of the Convention and Grand Council. He shall retain such accountants and other consultants as are necessary for the business purposes of the Fraternity, as approved by the Grand Council. He shall be bonded for the honest performance of his duties.

Section 04 At least six weeks prior to the beginning of the fiscal year, the Worthy Grand Estimator shall prepare and submit to the Grand Council a budget for the next fiscal year in which the budgeted total expenditures shall not exceed the projected total receipts. If the Grand Council fails to adopt a budget for the next fiscal year, then the budget submitted by the Worthy Grand Estimator shall be the Budget of Alpha Rho Chi Fraternity for the next fiscal year until properly amended by the Grand Council or the Convention.

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- Section 05 The Worthy Grand Estimator shall not at any time during any fiscal year authorize or otherwise allow expenditures or make payments which, in the aggregate, exceed receipts for that fiscal year, except as expressly authorized and directed by Article XV, Section 05 of these By-Laws.

ARTICLE XII

DUTIES OF THE GRAND ADVISOR

- Section 01 The Grand Advisor shall advise the Grand Council as necessary during its deliberations and shall provide a historic perspective as to past actions and events of the Fraternity.
- Section 02 The Grand Advisor shall assist any member of the Grand Council in the performance of their duties when asked or directed.

ARTICLE XIII

DUTIES OF NATIONAL APPOINTEES

Section 01 DUTIES OF THE GRAND LECTURER

- A. The duties of the Grand Lecturer shall be to install newly established chapters in accordance with the Fraternity Ritual, and in accordance with Article XVI of these By-Laws.
- B. The Grand Lecturer shall be the Chairman of the Fraternity's Ritual Committee.

Section 02 DUTIES OF THE NATIONAL DIRECTOR

The National Director (ND) shall assist the Grand Council in the performance of its duties by coordinating the activities and programs of the Regional Directors.

Section 03 DUTIES OF THE REGIONAL DIRECTORS

A Regional Director (RD) shall be appointed in each region having at least one Colony, Chapter or Alumni Association. A Regional Director may be appointed in a region having no colonies, no active Chapters or Alumni Associations if deemed necessary and beneficial by the Grand Council. Each Regional Director shall assist the Grand Council in the performance of its duties. Each Regional Director shall maintain frequent contact with the Colonies, Chapters and Alumni Associations within his/her respective region.

Section 04 DUTIES OF THE EXPANSION DIRECTOR

The Expansion Director (ED) shall assist the Worthy Grand Scribe in the execution of the Expansion Plan and Programs of the Fraternity. The Expansion Director shall work with the Regional Directors to identify and contact prospective sites for the establishment of new colonies.

Section 05 DUTIES OF THE ARCHI EDITOR

The Archi Editor shall establish the goals for each publication of ***The Archi*** and the ***Alpha Rho Chi Letter***; sets deadlines for receiving articles and photography; and supervises preparation of each issue for publication. The Archi Editor coordinates with the Archi Board and the Worthy Grand Scribe who serves as Managing Editor.

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Section 06 DUTIES OF THE ASSOCIATE ARCHI EDITORS

There shall be at least two (2) Associate Archi Editors. One shall be in charge of collecting and coordinating information for publication from each of the Active Chapters. One shall be in charge of collecting and coordinating information for publication from each of the Alumni Associations. Other Associate Archi Editors shall be appointed as deemed necessary upon the approval of the Archi Board.

Section 07 DUTIES OF THE ARCHI REPORTERS

The Worthy Scribe of each of the Active Chapters and the Secretary of each Alumni Association shall serve as the Archi Reporter for their respective Active Chapter and Alumni Association. Each Archi Reporter shall prepare a report for each issue of **The Archi** or the **Alpha Rho Chi Letter** on the activities that have transpired since the last publication.

Section 08 COMMITTEES AND TASKFORCES

The Worthy Grand Architect shall appoint and the Grand Council shall confirm all members to all Standing Committees, Special Committees and Taskforces, except those of the Nominating Committee. All members of all Standing Committees shall serve in accordance with Article XIV, Section 02 of these By-Laws.

Section 09 DUTIES OF THE DEVELOPMENT DIRECTOR

The Development Director (DD) shall assist the Grand Council in the creation and execution of the Development Plan of the Fraternity. The DD shall be a liaison between the Grand Council and the APX Foundation and coordinate the development efforts of both organizations. The DD shall be a resource available to all APX constituent organizations for guidance in their fundraising and development efforts.

Section 10 CONVENTION DIRECTOR

The Convention Director shall plan each regular or special convention of Alpha Rho Chi.

ARTICLE XIV

VACANCIES, RESIGNATIONS AND PERFORMANCE OF DUTIES

Section 01 In case of a vacancy in the Grand Council caused by death, resignation or removal from office, other than that of the Worthy Grand Architect, the remaining members of the Grand Council shall appoint a member of the Fraternity to fill any such vacancy until the time of the next Regular Convention. In case of death, resignation or removal from office of the Worthy Grand Architect, he shall be replaced by the Worthy Grand Associate Architect. The then vacated position of Worthy Grand Associate Architect shall be filled by appointment by the Grand Council.

Section 02 All National Appointees shall serve one (1) year terms of office or any part thereof, from July 1st through June 30th of each year; at the conclusion of their term of office they may be re-appointed.

Section 03 Each officer and appointee of the Fraternity shall faithfully perform the duties of his respective office, and shall obey and observe all of the provisions of the Constitution and By-Laws of the Fraternity. At the termination of his term of office, he shall promptly deliver to his successor all documents and property of the Fraternity which are in his possession.

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ARTICLE XV

FUNDS

- Section 01 The funds of the Fraternity shall be contained in a single General Fund or in such other accounts and investments as deemed advisable from time to time by the Grand Council and/or the Fraternity assembled in Convention.
- Section 02 The Worthy Grand Estimator shall prepare and the Grand Council shall approve an annual budget for the Fraternity, which shall not propose expenditures for programs, services or any other activity exceeding the projected income for that fiscal year.
- Section 03 The Convention shall not increase member dues or fees until after sixty (60) days reasonable notice of any proposed increase.
- Section 04 The Convention shall identify and provide, as part of all motions, sources for the funding of all programs, services and activities.
- Section 05 The Grand Council shall not propose programs, services or activities, nor shall it implement directives of the Convention for programs, services or activities, which are not self-funding or have not had specific source of revenue identified for the purpose.
- Section 06 The Fraternity shall not expend more funds in any one fiscal year than the amount the Fraternity receives in the same fiscal year; however, upon unanimous approval of the Grand Council, the Fraternity may expend an amount in excess of that received.

ARTICLE XVI

ESTABLISHMENT OF ACTIVE CHAPTERS

- Section 01 Each Chapter of the Fraternity shall pay to the Worthy Grand Estimator of the Grand Council a charter fee for its establishment.
- Section 02 The form of the petition for a New Chapter shall be as adopted by the Grand Council.
- Section 03 The form of the charter for the Active Chapters shall be as designated by the Grand Council but shall be uniform in privileges, provisions, and purposes for all Chapters.
- Section 04 No Chapter shall be installed until at least ten (10) qualified applicants are presented at the time of installation.
- Section 05 The petition for affiliation shall be sent to the Grand Council for ballot. Upon approval by the Grand Council, the Worthy Grand Architect, or his designee, shall either obtain a three-quarters approval by the Chapters and Alumni Associations, in writing, of the petition, or shall place a motion before the next Convention to accept the petition, which petition must be approved by a three-quarters (3/4) majority vote of the delegates.
- Section 06 When all of the above stated qualifications and prerequisites have been satisfied, the Worthy Grand Architect shall instruct the Grand Lecturer to proceed to install the Chapter according to the Fraternity Constitution and By-Laws and the Fraternity Ritual.

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ARTICLE XVII

ESTABLISHMENT OF ALUMNI ASSOCIATIONS

- Section 01 Alumni Associations of this Fraternity shall be incorporated as non-profit corporations and may be formed by the Alumni, Non-Graduate, Faculty and/or Honorary members of each Chapter.
- Section 02 The form of the petition for establishment of a new alumni association shall be as adopted by the Grand Council.
- Section 03 Petitions for affiliation of an Alumni Association with the ALPHA RHO CHI FRATERNITY must be presented to the Grand Council for its consideration and must bear the signatures of five (5) Alumni, Non-Graduate, Faculty and/or Honorary members of a Chapter.
- Section 04 The petition for affiliation shall be sent to the Grand Council for ballot. Upon approval by the Grand Council, the Worthy Grand Architect, or his designee, shall either obtain a three-quarters approval by the Chapters and Alumni Associations, in writing, of the petition, or shall place a motion before the next Convention to accept the petition, which petition must be approved by a three-quarters (3/4) majority vote of the delegates.
- Section 05 Membership in an Alumni Association shall be open to all alumni, honorary, or faculty members and to all non-graduate members. An Alumni Association shall elect no honorary members.
- Section 06 The executive power of an Alumni Association shall be vested in a Board of Directors and its officers consisting of a minimum of a President, Secretary, Treasurer, and other members from the Association at large, as may be required by the applicable laws of the particular State.
- Section 07 Alumni Associations shall have the power to be, or own and operate, such holding companies or other entities as are necessary to purchase, own, and hold the legal title to real estate and other assets for the use and benefit of the Fraternity.

ARTICLE XVIII

SUSPENSION OF CHAPTERS AND ASSOCIATIONS

- Section 01 A Chapter or Alumni Association may be suspended by the Grand Council with the approval of the majority of that Council, for a period of up to two (2) calendar years, for any of the following causes:
- A. For denial of the authority of the Grand Council or the Fraternity.
 - B. For departure from the Ritual, or secret work, of the Fraternity;
 - C. For violation of the Constitution and By-Laws;
 - D. For failure or refusal to pay all indebtedness due to the Fraternity.
 - E. For violations of the law which threaten the existence of the Fraternity.
- Section 02 Any Chapter or Alumni Association being considered for suspension shall be notified of its alleged violations and shall be represented by a delegate of its choosing who shall present its case to the Grand Council. After hearing the case in its entirety, and after making such investigation and securing such information that it sees fit, the Grand Council may, if it deems necessary, suspend the Chapter or Alumni Association.
- Section 03 A suspended chapter may not extend an invitation to any individual to become a new

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member, or initiate any member. A suspended chapter or alumni association may not seat a delegate at the National Convention and may conduct only such activities as shall be stated in the original declaration of suspension or thereafter approved by the Grand Council. The Grand Council shall have the right to lift any suspension upon a chapter or alumni association prior to its stated expiration. Individual members of a chapter or alumni association shall not be released from national financial obligations.

Section 04 The Convention shall have the authority upon a three-fourths (3/4) majority vote of the delegates to expel a Chapter or Alumni Association from the Fraternity.

ARTICLE XIX

DUTIES AND POWERS OF THE ACTIVE CHAPTERS

Section 01 A. Each Chapter shall forward membership reports as required to the Worthy Grand Estimator.

B. Financial records of each Chapter shall be kept by the Worthy Estimator of that Chapter in such manner and following such format as prescribed by the Worthy Grand Estimator of the Fraternity and consistent with applicable University or local requirements.

Section 02 Each Chapter shall send promptly to the Worthy Grand Scribe a list of the names and addresses of all newly elected officers.

Section 03 For each new member, the Chapter shall obtain from the Worthy Grand Architect a certificate of membership, the cost of which shall be deducted from the initiation fee by the Worthy Grand Estimator.

Section 04 For each new member, the Chapter shall obtain from the Worthy Grand Estimator a basic official badge of this Fraternity, and that its cost shall be included in the initiation fee paid to the Grand Council.

Section 05 Each Chapter shall draft By-Laws which are consistent with the Constitution and By-Laws of the Fraternity, the requirements of the state of its incorporation, and the recommended standard form for the Chapters prescribed by the Grand Council. In no Chapter shall there be any class of membership that is exempt from the Constitution and By-Laws of the Fraternity, nor free from the obligations imposed by the Fraternity's schedule of charges and regulations. Before these By-Laws or any subsequent amendments or additions shall go into effect they must be approved by the Grand Council. Any subsequent amendments or additions to the By-Laws must be approved by the Worthy Grand Architect.

ARTICLE XX

DUTIES AND POWERS OF THE ALUMNI ASSOCIATIONS

Section 01 A. Each Association shall forward membership reports as required to by the Worthy Grand Estimator.

B. Financial records of each Association shall be kept by the Treasurer of that Association in such a manner and following such format as prescribed by the Worthy Grand Estimator of the Fraternity and in conformance with all applicable local laws.

Section 02 Each Association shall send promptly to the Worthy Grand Scribe a list of the names and addresses of all newly elected officers.

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- Section 03 Each Association shall draft By-Laws which are consistent with the Constitution and By-Laws of the Fraternity and the requirements of the state of its incorporation. In no Association shall there be any class of membership that is exempt from the Constitution and By-Laws of the Fraternity, nor free from the obligations imposed by the Fraternity's schedule of charges and regulations. Before these By-Laws or any subsequent amendments or additions go into effect they must be approved by the Grand Council.

ARTICLE XXI

SEALS

- Section 01 The Worthy Grand Architect shall be the keeper of the Great Seal of the Fraternity. This seal shall be impressed upon all official reports of the Grand Council, Convention reports, edicts and proclamations of the Council, Charters, certificates of membership and all official communications to the Chapters and Associations.
- Section 02 Each Chapter and Association shall possess a seal which shall be in the custody of the Worthy Architect of that Chapter or the President of that Association, respectively, and an impression of the same shall be deposited with the Worthy Grand Scribe. Such seal shall be impressed on all Chapter and Association reports, notices, summons, and all official communications to the Grand Council.

ARTICLE XXII

PUBLICATIONS

- Section 01 The Fraternity shall publish the official publication of the Fraternity known as **THE ARCHI**.
- Section 02 The members of the Grand Council shall be members of THE ARCHI Board. They shall select each year an Editor and Associate Editor(s) of **THE ARCHI**.
- Section 03 The Fraternity may issue such other publications as deemed advisable by the Grand Council.

ARTICLE XXIII

EMBLEMS

- Section 01 It shall be the duty of every active member of the Fraternity to wear the official badge at appropriate occasions. The official badge of THE ALPHA RHO CHI FRATERNITY shall be as described in the Ritual.
- Section 02 The official Coat-of-Arms shall appear on the charter, certificates of membership, and may be incorporated into such forms of jewelry, stationery, and other items, as directed by the Grand Council. The official Coat-of-Arms of the ALPHA RHO CHI FRATERNITY shall be as described in the Ritual.
- Section 03 Upon being pledged to a Chapter of the Fraternity the candidate must display the pledge button as an evidence of his good faith in the Fraternity. The official pledge button of the ALPHA RHO CHI FRATERNITY shall be as described in the Ritual.
- Section 04 The colors of the Fraternity may be used as an emblem as any Chapter or Association sees fit.

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ARTICLE XXIV

POSSESSION OF THE CONSTITUTION AND BY-LAWS

Section 01 Each member of the Grand Council and the Fraternity's Legal Counsel shall possess official copies of the Fraternity Constitution and By-Laws. The Worthy Grand Scribe shall maintain the current version of the Fraternity Constitution and By-Laws on the Fraternity's website. The Worthy Grand Architect shall provide an official copy to Chapter Worthy Architects, Alumni Association Presidents or past Worthy Grand Architects upon request.

ARTICLE XXV

AMENDMENTS

Section 01 All amendments to the By-Laws shall be made as prescribed in the Constitution.

ARTICLE XXVI

PROCEDURE TO AMEND THE RITUAL

Section 01 No amendment, alteration, or addition to the Fraternity's Ritual shall take effect until it is presented to the Convention at a regular or special session after sixty (60) days reasonable notice of any proposed amendment; and adopted by a unanimous vote.

Section 02 The Grand Council and each Chapter shall possess copies of the Fraternity's Ritual.

Dated: 23 September 2010



Vicki J. Horton
Worthy Grand Architect
ALPHA RHO CHI FRATERNITY

