

**ROCHESTER AREA
ALUMNI ORGANIZATION OF
ALPHA PHI OMEGA**

BYLAWS

**ARTICLE I
NAME**

The name of the alumni organization is the Rochester Area Alumni Organization of Alpha Phi Omega (the "Alumni Organization").

**ARTICLE II
PURPOSE**

The purpose of the Alumni Organization shall be to promote the principles of Alpha Phi Omega among alumni members and the entire fraternity. This shall be accomplished through such activities as the Members of the Alumni Organization may deem desirable.

**ARTICLE III
MEMBERSHIP**

SECTION 1. SIZE. It shall be the aim of the Alumni Organization to maintain a sufficient number of Members to achieve and sustain the purpose of Alumni Organization.

SECTION 2. MEMBERSHIP. Membership in the Alumni Organization shall be granted only to the following individuals (the "Members"):

- A. Persons who are duly registered in the National Office as former members of an Alpha Phi Omega undergraduate chapter;
- B. Persons who served as duly registered advisory members of an Alpha Phi Omega undergraduate chapter; or
- C. Persons granted honorary membership in Alpha Phi Omega pursuant to the National Bylaws and Standard Chapter Articles of Association.

ARTICLE IV OFFICERS

SECTION 1. TITLES. The officers of the Alumni Organization shall be the President, Vice-President-Membership, Secretary and Treasurer (the "Officers"). The Officers, when meeting collectively, shall be called the executive committee (the "Executive Committee"). Committees may be appointed by the President and approved by the Executive Committee.

SECTION 2. TERM OF OFFICE. The Officers shall be elected annually during the first meeting of each calendar year, and shall serve for one year or until a new Officer is elected. An Officer may succeed himself/herself. Any Member may hold one or more offices.

SECTION 3. NOMINATIONS. Nominations for the election of the Officers may be taken from the Members.

SECTION 4. ELECTION. A majority of the Active Members present and voting, including proxies, shall be required to elect each Officer.

SECTION 5. INSTALLATION. The Officers shall be installed, according to the ceremony provided by the National Fraternity in the Ritual Book.

SECTION 6. PROXY VOTING. Proxy voting by mail ballots or by proxy ballots brought by another Member shall be allowed, upon certification by the Executive Committee.

SECTION 7. VACANCIES OF OFFICE. In the case of a resignation of an Officer, the Active Members shall elect an Officer who shall serve for the remainder of the term or until a new Officer is elected.

SECTION 8. REGIONAL ALUMNI COUNCIL. This Alumni Organization shall elect a representative to the Regional Alumni Council. Notice of this representative shall be sent to the National Office of Alpha Phi Omega, for notification of the Regional Alumni Representative, and National Alumni Chair.

ARTICLE V DUTIES OF OFFICERS

SECTION 1. PRESIDENT. The President shall:

- A. Serve as the presiding officer at all Meetings, special meetings and at all meetings of the Executive Committee.
- B. Coordinate the functions of all Officers and committees.
- C. Appoint such committees as are necessary to carry out the program of the Alumni Organization.
- D. Serve as an ex-officio member of all committees.

- E. Insure that the Alumni Organization is operated in conformity with the principles set forth in the National Bylaws, the Standard Chapter Articles of Association, and these Bylaws.
- F. Serve as a member of Section 89 Staff. Such membership shall be at the pleasure of the Section 89 chair.

SECTION 2. VICE-PRESIDENT MEMBERSHIP. The Vice-President for Membership shall:

- A. Plan and coordinate the membership program of the Alumni Organization.
- B. Perform all presidential functions in the absence of the President.

SECTION 3. SECRETARY. The Secretary shall:

- A. Maintain an accurate record of Meetings, special meetings and Executive Committee meetings.
- B. Issue the Alumni Organization directory.
- C. Carry on necessary correspondence on behalf of the Alumni Organization.
- D. Create and maintain the Alumni Organization web site. Such web site shall include information regarding the Alumni Organization including contact information and a calendar of upcoming events.
- E. Apply to the National Alumni Committee annually by January 15 for formal recognition.

SECTION 4. TREASURER. The Treasurer shall:

- A. Receive, maintain and disburse the funds of the Alumni Organization in a prudent manner. Such disbursements shall include the fee for formal recognition with the National Alumni Committee.
- B. Maintain an accurate record of all Alumni Organization transactions.
- C. Develop the Alumni Organization budget for approval by the Executive Committee, and strive to insure that the budget plan is followed.
- D. Apply to the Internal Revenue Service for tax exemption status. Insure that all financial forms and reports prescribed by federal and state laws are filed as required.

SECTION 5. ALL OFFICERS. All officers shall, in addition to their stated duties, perform such duties as their offices or the Alumni Organization may require.

ARTICLE VI MEETINGS

SECTION 1. REGULAR MEETINGS. The Alumni Organization shall have a minimum of two (2) meetings per year (the "Meetings").

SECTION 2. SPECIAL MEETINGS. Other special meetings shall be called upon the written request of one-third of the Active Members, or at the discretion of the President or Executive Committee. Adequate notice of such special meetings shall be provided to the Members.

SECTION 3. QUORUM. A quorum shall consist of any fraction over two-fifths of the Active Members ("Quorum"), and shall be assumed present unless challenged. No business shall be conducted unless a Quorum is present.

SECTION 4. VOTING. Only Active Members shall be allowed to vote at meetings. Proxy or absentee voting shall be allowed only for Officer elections, using Executive Committee approved ballots.

SECTION 5. RULES OF ORDER. The business of the alumni organization may be conducted by the latest edition of Roberts Rules of Order.

ARTICLE VII SUSPENSION

SECTION 1. SUSPENSION. Any Member may seek the suspension of another Member by presenting the suspension charges to the Executive Committee. Upon receipt of such charges, the President shall call an Executive Committee meeting as soon as possible. The Member under suspension consideration will be given an opportunity to attend such meeting and to answer the charges. The Executive Committee will then vote whether to recommend suspension to the Alumni Organization. Such a recommendation shall be presented at the next Meeting. The Member under suspension consideration shall be allowed to answer the charges filed against him/her at such Meeting. Suspension of a Member shall require a two thirds vote of the Active Members present at a Meeting. No proxy or absentee ballots are permitted.

ARTICLE VIII DUES

SECTION 1. DUES. All Members shall pay annual dues of ten dollars (\$10.00). Such dues shall be paid directly to the Treasurer at the first Meeting held in each calendar year. Each Member who has paid the dues set forth in this Section shall be an active Member ("Active Member"). Only Active Members may vote on Alumni Organization matters. Any Member who does not pay the dues set forth in this section shall be an inactive Member ("Inactive Member") until such dues are paid.

**ARTICLE IX
AMENDMENTS**

SECTION 1. AMENDMENTS. These bylaws may be amended by a two-thirds vote of the Active Members at a Meeting, provided that the amendment was proposed at the previous meeting, at least two weeks earlier.

**ARTICLE X
RECOGNITION**

The Alumni Organization shall apply to the National Alumni Chair for formal recognition.

**ARTICLE XI
RATIFICATION**

These bylaws shall become effective upon acceptance by a vote of two-thirds of the Members present and voting at a regular Meeting.