

ALPHA SIGMA PHI FRATERNITY GAMMA ZETA ALUMNI ASSOCIATION CONSTITUTION

PREAMBLE

In order that we, the Brothers of the Gamma Zeta Chapter of Alpha Sigma Phi Fraternity may continue to support the oath of Brotherhood taken when initiated as a Brother of Alpha Sigma Phi Fraternity, and to serve as living examples of Alpha Sigma Phi Fraternity, and to serve as living examples of Alpha Sigma Phi Fraternity's Mission Statement, we join together in the bonds of Brotherhood to form the Gamma Zeta Alumni Association and adopt this constitution for our Association.

ARTICLE I- NAME

The name of this association shall be the Gamma Zeta Alumni Association.

ARTICLE II - PURPOSE

The purposes of this council are threefold: to further create and perpetuate Brotherhood among alumni Brothers of the Gamma Zeta Chapter; to maintain a working relationship with the undergraduate members of the Gamma Zeta Chapter; and to provide assistance to the Gamma Zeta Chapter.

ARTICLE III - MEMBERSHIP

Any duly initiated alumni Brother of the Gamma Zeta Chapter of Alpha Sigma Phi Fraternity who is in good standing with the Gamma Zeta Chapter and the Gamma Zeta Alumni Association will become a member of the Gamma Zeta Alumni Association subject to further requirements and restrictions that may be set forth from time to time in the Bylaws.

ARTICLE IV - OFFICERS

The officers of the Gamma Zeta Alumni Association shall be: President, Vice President, Secretary, Treasurer, and the Director of Communications. These officers shall constitute the Executive Board of the Gamma Zeta Alumni Association. The Grand Chapter Advisor will be an ex-officio member of the Executive Board as Liaison from the Undergraduate Chapter to the Alumni Association.

ARTICLE V - ELECTIONS

Elections for leadership positions of the Gamma Zeta Alumni Association shall take place as provided for in the Bylaws.

ARTICLE VI - MISCELLANEOUS

Applicable provisions of the Constitution and By-laws of Alpha Sigma Phi Fraternity are hereby adopted as if herein set forth at length.

ARTICLE VII - STATEMENT OF INTENT

We, the below named Brothers, do establish the creation of the Gamma Zeta Alumni Association, on this second day of the month of October of the year 1993.

William A. Cameron
C. Ryan Dunham
Ian D. Frank
Kirk D. Hogrefe
Edward G. Leedom
Doug McCrae

Sean Murphy
Glen D. Olson
Jeffery A. Plickert
Scott. T. Plickert
Kenneth M. Schafer
Daniel Sturtz

ALPHA SIGMA PHI FRATERNITY GAMMA ZETA ALUMNI ASSOCIATION BY-LAWS

ARTICLE I - DEFINITION AND PURPOSE

Section 1: Definition

- A. The Gamma Zeta Alumni Association (the "*Association*") is a non-profit fraternal organization, headquartered in Bowling Green, Ohio.
- B. While recognized by Alpha Sigma Phi Fraternity, Inc., the Association is a self-governing and self-sufficient association and its activities are not supervised by the international organization.

Section 2: Purpose

- A. To further and create and perpetuate Brotherhood among alumni Brothers of the Gamma Zeta Chapter of Bowling Green State University and to perpetuate Alpha Sigma Phi.
- B. To support the Grand Chapter Advisor, the Gamma Zeta Chapter Council, and any other alumni groups sanctioned by Alpha Sigma Phi Fraternity, Inc. in providing support and assistance to the undergraduate members of the Gamma Zeta Chapter.
- C. To assist the Gamma Zeta Chapter in perpetuating Brotherhood and otherwise supporting educational endeavors by supplying financial assistance, both directly, and through the endowment funds established for the benefit of the Gamma Zeta Chapter through Bowling Green State University Foundation and the Alpha Sigma Phi Fraternity Foundation.

ARTICLE II - MEMBERSHIP AND VOTING MEMBERS

Section 1: Qualification

- A. Membership shall consist only of duly initiated Brothers of the Gamma Zeta chapter of Alpha Sigma Phi Fraternity, who are no longer undergraduates and are in good standing with the undergraduate chapter, the Association and Alpha Sigma Phi Fraternity ("*Members*").

- B. All Members in good standing shall be permitted to participate in all events sanctioned by the Association, including Homecoming and the Alumni Golf Outing, and shall be permitted to attend all Association meetings.
- C. A Member's status, as a member in good standing, may be revoked by a unanimous vote of the Executive Board. Notwithstanding the foregoing, any such Member may have his status re-instated as a result of a subsequent: (i) majority vote of the Executive Board; or (ii) a 2/3 vote of the Voting Members, following a properly noticed meeting.

Section 2: Voting Members

- A. All Members who have satisfied an annual dues obligation for Voting Members, as determined and set by the Executive Board, shall be deemed a Voting Member of the Association. The annual dues obligation may be satisfied at any time during the calendar year.
- B. The annual dues obligation required to be a Voting Member shall not exceed more than One Hundred Dollars per year (\$100).
- C. Each Voting Member shall be entitled to one (1) vote on each question brought forth at meeting of the Association.

ARTICLE III - GOVERNANCE

Section 1: Governance

- A. The affairs of the Association shall be conducted in accordance with the Constitution and By-laws of Alpha Sigma Phi Fraternity, Inc. and under these by-laws when not in conflict with the former.

ARTICLE IV - MEETING PROCEDURES

Section 1: Parliamentary Procedure

- A. Robert's Rules of Order shall govern all meetings, regular or special, and all elections, unless otherwise provided for by these by-laws.

Section 2: Quorum

- A. A quorum to conduct business at any meeting of the Executive Board shall consist of at least three (3) members of the Executive Board. An Executive Board Officer shall be considered present when attending in person, by telephonic, video conference, or by written proxy. At least 14 days' notice must be given to all Executive Board Officers eligible to vote before a regular or special meeting may be conducted.

- B. For general membership meetings, a quorum to conduct business shall consist of at least five (5) Voting Members. A Voting Member shall be considered present when attending in person or by telephone, video conference, or written proxy. At least 14 days' notice must be given to all Voting Members, before a general meeting may be conducted. A good faith effort must be made to provide notice of all general meetings to all Members in good standing, *provided that* the failure to actually reach or notify all Members in good standing shall not invalidate any act of the Association on the basis of a failure of notice. For the purposes of this Section, good faith efforts to notify Members in good standing may include electronic notice (by email to the last known email address, notice on the Association's websites or social media accounts, or other means). Good faith efforts shall not be determined to be invalid where the Association is without current contact information for a Member.

Section 3: Majority Vote

- A. A majority vote (more than 50%) of those Voting Members in good standing who are present at a general meeting shall decide all questions brought forth at any regular or special meeting, except as provided for by Articles VIII and IX. Any question passed shall be an act of the Association unless in conflict with these By-Laws.

ARTICLE V - OFFICERS AND ELECTIONS

Section 1: Officers and Executive Board

- A. The Officers of the Association shall be:
 - 1. President
 - 2. Vice President
 - 3. Secretary
 - 4. Treasurer,
 - 5. Director of Communications.
- B. Said Officers shall comprise the Executive Board of the Association and each shall be entitled to one (1) vote on each question brought forth at meeting of the Executive Board.
- C. The Grand Chapter Advisor (“GCA”) shall serve as an ex-officio member of the Executive Board, but shall have no voting rights.
- D. The undergraduate Vice President of Alumni of the Gamma Zeta Chapter shall be permitted to attend and participate in meeting of the Association, but shall not be a member of the Executive Board and shall have no voting rights.

Section 2: Term of Office

- A. The Officers shall each serve a two-year term, *more or less*, in that each such term shall begin on the date of the applicable election and continue until the election date that occurs during the second calendar year of said term even where, as a result of the movement of meeting dates, said term is more or less than 730 days.
- B. The term of the President, Secretary of and Director of Communications shall commence during even numbered years, while the term of the Vice President and Treasurer shall commence during odd-numbered years.
- C. The GCA shall be appointed by Alpha Sigma Phi Fraternity, Inc. in accordance with the Constitution and By-Laws of the same and shall serve whatever term is provided for the GCA by Alpha Sigma Phi Fraternity, Inc.

Section 3: Elections

- A. Elections shall be held annually at a general meeting of the Members, on a date determined by the Executive Board, which shall - to the greatest extent possible - be scheduled to coincide with Association events, such as Homecoming Weekend and/or the Alumni Golf Outing.

- B. The deadline for receiving nominations shall be determined by the Executive Board and shall be at least thirty (30) days prior to the date of the election.
- C. Nominations shall be open at least sixty (60) days prior to the date of the election.
- D. Only Voting Members are eligible to be elected to an office and/or vote in an election.
- E. The President shall appoint an election coordinator to oversee the election process. In the event that the President is a candidate for election, the Vice President shall appoint an election coordinator.
- F. On the election date, a special meeting of the Association shall be held, during which Voting Members may vote on the nominated candidates in the election. The nominee will be voted on by the Voting Members present at the meeting.
- G. The nominee receiving the most votes for an Officer position will be elected for a two-year term to that office.
- H. The Director of Communications shall be appointed by the President and approved by a majority vote of the Executive Board. The term of the Director of Communications shall coincide with the term of the President that made the appointment.

Section 4: Resignation

- A. Any Officer may resign at any time by communicating their resignation, in writing, to the President and Secretary. Any such resignation is effective on the date that it is received, unless the notice specifies a later effective date or subsequent event upon which it will become effective. Upon any such resignation, said Officer is obligated to return all property of the Association in his possession or control to the Association.

Section 5: Removal

- A. Any Officer may be removed from office for just cause by a 2/3 vote of the Voting Members present at any duly noticed regular or special meeting of the Association, providing quorum has been established.
- B. Any Officer may be removed from office by the Executive Board upon unanimous vote of the remaining Officers.

- C. The GCA may be removed from office only by action of Alpha Sigma Phi Fraternity Inc. A 2/3 vote by the Executive Board is required before a request for removal or reconsideration of appointment may be presented on behalf of the Association to the appropriate officers of Alpha Sigma Phi Fraternity, Inc.

Section 6: Vacancies

- A. Upon a vacancy of the Vice President, Treasurer or Secretary; the President shall appoint a replacement. Any such appointment must be approved by the Executive Board by majority vote. Said appointee shall remain in the position until the current term of that office expires.
- B. Upon vacancy of the President, the Vice President shall assume the role of President and appoint a new Vice President.
- C. Upon a vacancy of the Communications President, the Executive Board shall appoint, by majority vote, a replacement to complete the remainder of the term.
- D. Upon vacancy of the GCA, the Executive Board may support the work of Alpha Sigma Phi Fraternity, Inc. to facilitate filling the vacancy.

ARTICLE VI - DUTIES AND REQUIREMENTS OF OFFICERS

Section 1: President

- A. The President shall perform all duties as regularly pertain to that office, including but not limited to:
 - 1. Chief Executive Officer;
 - 2. Preside over all meetings of the Association;
 - 3. Liaison with the Headquarters of Alpha Sigma Phi Fraternity, Inc.
- B. The President, or his designee, shall serve as the Association's representative for purposes of activities required by or otherwise involving Alpha Sigma Phi Fraternity, Inc., including the Annual Meeting.
- C. The President shall be responsible for the supervision and administration of the Association's purposes.

Section 2: Vice President

- A. The Vice President, or his designee, shall be responsible for planning, implementing, evaluating and coordinating all Association sanctioned events.
- B. In the event of the President's absence, unless otherwise directed by a majority of the Executive Board, the Vice President shall perform all duties of the President at Association meetings and/or events.

Section 3: Secretary

- A. The Secretary shall manage all correspondence of the Association.
- B. The Secretary shall serve as official custodian of all pertinent documents of the Association.
- C. The Secretary shall record the minutes at all Association meetings, executive and general, and submit minutes of previous meetings for approval by the Executive Board.
- D. The Secretary, or his designee, shall keep up to date and accurate record of the membership files of the Association.

Section 4: Treasurer

- A. The Treasurer shall collect all donations from the members of the Association and deposit them in the account of a financial institution that is held in the Association's name.
- B. The Treasurer and the President, shall have access to funds on deposit, and shall be signatories on all Association bank accounts.
- C. The Treasurer shall submit a record of all financial expenditures and receipts of the financial year at least once a year at the annual meeting of the Association.
- D. The Treasurer shall coordinate all fundraising efforts for the endowments established through the Bowling Green State University Foundation and Alpha Sigma Phi Fraternity Foundation.
- E. The Treasurer, or his designee, shall serve as the President of the Development Committee.

Section 5: Director of Communications

- A. The Director of Communications shall coordinate all external communications for the Association including but not limited to the following:

1. Submitting news of the Association to the Editor of the Tomahawk.
2. Publishing the Black Lantern Newsletter and any electronic newsletters.
3. Appointing a Webmaster, as necessary, to assist in updating and managing the Association's website and social media platforms.

Section 8: Grand Chapter Advisor

- A. The GCA shall serve as the representative of the Chapter Council, and any other alumni advisory groups or advisors sanctioned by Alpha Sigma Phi Fraternity, Inc., within the Association.
- B. The GCA shall serve as the liaison between the undergraduate chapter, the Chapter Council and the Association.
- C. None of the roles of the GCA on, or within, this Association shall detract from or otherwise alter or amend the responsibilities of the GCA as set forth in the governing documents or resolutions of Alpha Sigma Phi Fraternity, Inc.

ARTICLE VII - POWERS OF THE EXECUTIVE BOARD

Section 1: Powers

- A. The Executive Board shall have general control and supervision of all affairs and all committees/subgroups within the Alumni Association.
- B. The Executive Board shall act as the governing board of the Association in between annual meetings of the Alumni Association.
- C. The Executive Board may, upon majority vote, appoint additional non-voting officers when the need arises.
- D. The Executive Board may delegate any or all of its powers to any elected Officer of the Association, provided the Executive Board retains the power to, by majority vote, rescind any decision by said Officer.
- E. The Executive Board shall have the power to form, appoint members to, and define the duties of all standing and temporary committees and/or subgroups of the Association.
- F. The Executive Board shall have all powers necessary to enable it to perform its prescribed duties, provided those duties remain within these By-Laws and are otherwise consistent with the purpose of the Association.

Section 2: Annual Meeting

- A. The Executive Board shall hold an annual meeting on a date determined by the Executive Board, and said date shall - to the greatest extent possible - be scheduled to coincide with Association events, such as Homecoming Weekend and/or the Alumni Golf Outing. The time and location of the meeting shall be announced to all Members, including Voting Members, at least thirty (30) days prior to said meeting.

ARTICLE VIII - DEVELOPMENT COMMITTEE

- A. The Treasurer shall chair the "To Better the Man" Development Committee (the "*Development Committee*").
- B. The Development Committee shall be responsible for assisting with the raising of funds for the endowments established with the Bowling Green State University Foundation, known as "To Better the Man Fund" (the "*TBTM Fund*"), and Alpha Sigma Phi Fraternity Foundation (the "*ASP Foundation*") and shall, subject to the oversight and approval of the Association, assist in the administration of said funds.
- C. The Development Committee shall administer the TBTM Fund in accordance with the "To Better the Man Fund" Spending Policy, dated July 29, 2007, as may be amended from time to time (the "*Policy*"). Said Policy is hereby fully incorporated by reference.
- D. The Development Committee shall be composed of up to seven (7) voting members and one (1) ex-officio/non-voting member, who are identified as follows:
 1. Ed Leedom and Joe Zimmerman, during their life, shall be permanent members of the Development Committee and each shall be entitled to one (1) vote on the Development Committee during said term;
 2. The Treasurer, who shall be entitled to one (1) vote on the Development Committee;
 3. Excepting Ed Leedom, Joe Zimmerman and the Treasurer (as applicable), the top three (3) individuals, or their designee, who have contributed funds to the TBTM Fund and/or the ASP Foundation, collectively, as determined by the Development Committee and approved by the Executive Board of the Association (the "*Donor Members*"). Each of the Donor Members shall serve a term of one (1) year and shall be entitled to one (1) vote on the Development Committee during said term.

In the event that an individual qualifies as a Donor Member but does not wish to participate in the Development Committee, by designee or otherwise, said individual shall be excluded from consideration when identifying the Donor Members.
 4. One (1) individual appointed to represent the Association, who shall be selected by the Executive Board and who shall be entitled to one (1) vote.

5. The H.S.P. of the Gamma Zeta undergraduate chapter, or his designee, shall serve as an ex-officio member of the Development Committee, but shall have no voting rights.
- E. A quorum to conduct business at any meeting of the Development Committee shall consist of at least three (3) voting members of the Development Committee. A voting member shall be considered present when attending in person, by telephonic, video conference, or by written proxy.
- F. The Development Committee shall review and update the list of Donor Members during the first quarter of every calendar year and report, on an annual basis, to the Executive Board of the Association relating to said review and update.
- G. The Development Committee may, upon approval of a majority of the Executive Board, have the ability to appoint a fundraising subcommittee if needed.
- H. The Development Committee may, upon approval of a majority of the Executive Board, have the ability to retain a third-party fundraising/development firm to assist in raising funds for the benefit of the chapter endowment funds.

ARTICLE IX - AMENDMENTS

Section 1: Procedure

- A. Subject to submission to the Executive Board in accordance with subsection B (below), the Association Constitution and By-Laws may be amended by a 2/3 vote of the Voting Members at any regular or authorized special meeting of the Association where said amendment(s) of this Constitution and/or By-Laws were expressly referenced in the notice of said meeting.
- B. The Executive Board shall review and comment on all proposed amendments before a vote of the general membership occurs. All proposed amendments must be submitted, in writing, to the President or Secretary of the Association thirty (30) days prior to a vote occurring.
- C. Quorum must be established to vote on any proposed amendment.

ALPHA SIGMA PHI FRATERNITY GAMMA ZETA ALUMNI ASSOCIATION CONSTITUTION

PREAMBLE

In order that we, the Brothers of the Gamma Zeta Chapter of Alpha Sigma Phi Fraternity may continue to support the oath of Brotherhood taken when initiated as a Brother of Alpha Sigma Phi Fraternity, and to serve as living examples of Alpha Sigma Phi Fraternity, and to serve as living examples of Alpha Sigma Phi Fraternity's Mission Statement, we join together in the bonds of Brotherhood to form the Gamma Zeta Alumni Association and adopt this constitution for our Association.

ARTICLE I- NAME

The name of this ~~council~~association shall be the Gamma Zeta Alumni Association.

ARTICLE II - PURPOSE

The purposes of this council are threefold: to further create and perpetuate Brotherhood among alumni Brothers of the Gamma Zeta Chapter; to maintain a working relationship with the undergraduate members of the Gamma Zeta Chapter; and to provide ~~mentorship and~~ assistance to the Gamma Zeta Chapter.

ARTICLE III - MEMBERSHIP

Any duly initiated alumni Brother of the Gamma Zeta Chapter of Alpha Sigma Phi Fraternity who is in good standing with the Gamma Zeta Chapter and the Gamma Zeta Alumni Association will become a member of the Gamma Zeta Alumni Association subject to further requirements and restrictions that may be set forth from time to time in the Bylaws.

ARTICLE IV - OFFICERS

The officers of the Gamma Zeta Alumni Association shall be: ~~Chairman, Event Chairman~~President, Vice President, Secretary, ~~Finance Chairman, Alumni Treasurer, and the Director of~~ Communications ~~Chairman~~. These officers shall constitute the Executive Board of the Gamma Zeta Alumni Association. The ~~GCA~~Grand Chapter Advisor will be an ex-~~officio~~officio member of the Executive Board as Liaison from the Undergraduate Chapter to the Alumni Association.-

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ARTICLE V - ELECTIONS

Elections ~~shall take place annually. Nominations for officer/leadership positions shall be opened no later than sixty (60) days prior to the date and time of the election. Gamma Zeta Alumni Association shall take place as provided for in the Bylaws.~~

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ARTICLE VI - MISCELLANEOUS

~~The applicable~~Applicable provisions of the Constitution and By-laws of Alpha Sigma Phi Fraternity are hereby adopted as if herein set forth at length.

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ARTICLE VII - STATEMENT OF INTENT

We, the below named Brothers, do establish the creation of the Gamma Zeta Alumni Association, on this second day of the month of October of the year 1993.

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William A. Cameron
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ALPHA SIGMA PHI FRATERNITY GAMMA ZETA ALUMNI ASSOCIATION BY-LAWS

ARTICLE I - DEFINITION AND PURPOSE

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Section 1: Definition

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- A. The Gamma Zeta Alumni Association (the "Association") is a non-profit fraternal organization, headquartered in Bowling Green, Ohio.
- ~~A.~~
- B. While recognized by Alpha Sigma Phi Fraternity, Inc., the ~~Gamma Zeta Alumni~~ Association is a self-governing and self-sufficient association and its activities are not supervised by the ~~national~~international organization.

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Section 2: Purpose

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- A. To further and create and perpetuate Brotherhood among alumni Brothers of the Gamma Zeta Chapter of Bowling Green State University and to perpetuate Alpha Sigma Phi.
- B. To ~~maintain a strong working relationship with~~support the Grand Chapter Advisor, the Gamma Zeta Chapter Council, and any other alumni groups sanctioned by Alpha Sigma Phi Fraternity, Inc. in providing support and assistance to the undergraduate members of the Gamma Zeta Chapter.
- ~~C. To mentor and assist the Gamma Zeta Chapter.~~
- ~~D.C.~~ To assist the Gamma Zeta Chapter in perpetuating Brotherhood and otherwise supporting educational endeavors by supplying financial assistance, both directly, and through the endowment funds established for the benefit of the Gamma Zeta Chapter through Bowling Green State University Foundation and the Alpha Sigma Phi Fraternity Foundation.

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ARTICLE II - MEMBERSHIP AND VOTING MEMBERS

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Section 1: Qualification

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- A. Membership shall consist only of duly initiated Brothers of the Gamma Zeta chapter of Alpha Sigma Phi Fraternity, who are no longer

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undergraduates and are in good standing with the undergraduate chapter, the ~~Alumni~~ Association and ~~the National~~ Alpha Sigma Phi Fraternity. (Members).

- B. All Members in good standing shall be permitted to participate in all events sanctioned by the Association, including Homecoming and the Alumni Golf Outing, and shall be permitted to attend all Association meetings.
- C. A Member's status, as a member in good standing, may be revoked by a unanimous vote of the Executive Board. Notwithstanding the foregoing, any such Member may have his status re-instated as a result of a subsequent: (i) majority vote of the Executive Board; or (ii) a 2/3 vote of the Voting Members, following a properly noticed meeting.

Section 2: Voting ~~Rights~~Members

- A. All Members who have satisfied an annual dues obligation for Voting Members, as determined and set by the Executive Board, shall be deemed a Voting Member of the Association. The annual dues obligation may be satisfied at any time during the calendar year.
- B. The annual dues obligation required to be a Voting Member shall not exceed more than One Hundred Dollars per year (\$100).

~~A.C.~~ Each ~~voting member~~ Voting Member shall be entitled to one (1) vote on each question brought forth at ~~the annual~~ meeting of the Association.

ARTICLE III - GOVERNANCE

Section 1: Governance

- A. The affairs of the ~~Gamma Zeta Alumni~~ Association shall be conducted in accordance with the Constitution and By-laws of Alpha Sigma Phi Fraternity, Inc. and under these by-laws when not in conflict with the former.

ARTICLE IV - MEETING PROCEDURES

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Section 1: Parliamentary Procedure

- A. Robert's Rules of Order shall govern all meetings, regular or special, and all elections, unless otherwise provided for by these by-laws.

Section 2: Quorum

- A. A quorum to conduct business at any ~~regular or special~~ meeting of the Executive Board shall consist of at least three (3) members of the Executive Board. ~~A member~~An Executive Board Officer shall be considered present ~~either~~when attending in person, by telephonic, video conference, or by written proxy. At least 14 days' notice must be given to all members~~Executive Board Officers~~ eligible to vote before a ~~meeting,~~ regular or special, ~~is meeting may be~~ conducted.
- ~~B. For general membership meetings, a quorum shall be a majority of members in good standing present at a meeting.~~
- B. For general membership meetings, a quorum to conduct business shall consist of at least five (5) Voting Members. A Voting Member shall be considered present when attending in person or by telephone, video conference, or written proxy. At least 14 days' notice must be given to all Voting Members, before a general meeting may be conducted. A good faith effort must be made to provide notice of all general meetings to all Members in good standing, provided that the failure to actually reach or notify all Members in good standing shall not invalidate any act of the Association on the basis of a failure of notice. For the purposes of this Section, good faith efforts to notify Members in good standing may include electronic notice (by email to the last known email address, notice on the Association's websites or social media accounts, or other means). Good faith efforts shall not be determined to be invalid where the Association is without current contact information for a Member.

Section 3: Majority Vote

- A. A majority vote (~~more than 50% plus one~~)% of those ~~members~~Voting Members in good standing who are present at a general meeting shall decide all questions brought forth at any regular or special meeting,

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except as provided for by Articles VIII and IX. ~~-Any question passed shall become a rule~~be an act of the ~~Gamma Zeta Alumni~~ Association unless in conflict with these ~~by laws~~By-Laws.

ARTICLE V - ~~OFFICES~~OFFICERS AND ELECTIONS

Section 1: Officers and Executive Board

A. The ~~officers~~Officers of the ~~Gamma Zeta Alumni~~ Association shall be:

- ~~1. Chairman~~
- ~~2. Event Chairman~~
- 1. President
- 2. Vice President
- 3. Secretary
- ~~4. Finance Chairman,~~
- 4. Alumni Treasurer,
- 5. Director of Communications~~Chairman.~~

B. Said Officers shall comprise the Executive Board of the Association and each shall be entitled to one (1) vote on each question brought forth at meeting of the Executive Board.

~~6. C. The Grand Chapter Advisor~~ Non-("GCA") shall serve as an ex-officio member of the Executive Board, but shall have no voting member rights.

D. The undergraduate Vice President of Alumni of the Gamma Zeta Chapter shall be permitted to attend and participate in meeting of the Association, but shall not be a member of the Executive Board and shall have no voting rights.

Section 2: Term of Office

~~A. The Chairman, Event Chairman, Secretary, Finance Chairman, and Alumni Communications Chairman shall serve a two year term.~~

~~B.~~

A. The Officers shall each serve a two-year term, more or less, in that each such term shall begin on the date of the applicable election and continue until the election date that occurs during the second

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calendar year of said term even where, as a result of the movement of meeting dates, said term is more or less than 730 days.

B. The term of the President, Secretary of and Director of Communications shall commence during even numbered years, while the term of the Vice President and Treasurer shall commence during odd-numbered years.

C. The GCA shall be appointed ~~as cited in the National~~ by Alpha Sigma Phi Fraternity, Inc. in accordance with the Constitution and By-Laws of the same and shall serve whatever term is provided for the GCA by Alpha Sigma Phi ~~National~~ Fraternity, Inc.

Section 3: Elections

~~The election process must be completed-~~

A. Elections shall be held annually at a general meeting of the Members, on a date determined by the ~~annual Alumni Weekend~~ each year. The ~~official~~ Executive Board, which shall - to the greatest extent possible - be scheduled to coincide with Association events, such as Homecoming Weekend and/or the Alumni Golf Outing.

B. The deadline for receiving nominations shall be determined by the Executive Board and shall be at least thirty (30) days prior to the date of the election.

~~A.C.~~ Nominations shall be open at least sixty (60) days prior to the date of the election.

~~Nominations will be opened~~

~~B.D.~~ Only Voting Members are eligible to alumni at least sixty (60) days prior be elected to thean office and/or vote in an election.

~~C.E.~~ The ~~Alumni Association Chairman~~President shall appoint an election coordinator to oversee the election process. ~~Should the Alumni Association Chairman be~~In the event that the President is a candidate for election, the ~~Alumni Association Event Chairman~~Vice President shall appoint an election coordinator.

~~The nominations shall be evaluated and discussed by the Election Committee appointed by the Chairman, in which they will select a nominee for-~~

~~D.~~ On the election to the Gamma Zeta Alumni Association. This must be completed and announced at least 10 days prior to election.

~~E.F.~~ On the Saturday of Alumni Weekenddate, a special meeting willof the Association shall be conducted toheld, during which Voting Members may vote on the nominee presented by the Slating Committeeenominated candidates in the election. The nominee will be voted on by those alumni in attendancethe Voting Members present at the special meeting. The nominee will be elected to the

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~~Gamma Zeta Alumni Association for a two year term without reference to any specific position. The entire Alumni Association Executive Board shall then elect the Chairman, Event Chairman, Secretary and Finance Chairman from among the newly elected and current members at the Executive Board meeting on Sunday morning of Alumni Weekend. meeting.~~

~~F. The terms of officers shall be staggered. The brothers holding the current positions of Chairman and Secretary shall be elected in odd years. The brothers holding the positions of Event Chairman and Finance Chairman shall be elected in even years.~~

~~G. The nominee receiving the most votes for an Officer position will be elected for a two-year term to that office.~~

~~G. The Director of Alumni Communications of the Gamma Zeta Alumni Association shall be appointed by the Chairman/President and approved by a majority vote of the elected Alumni Association officers. Only members in good standing are eligible to run for office or vote in an election.~~

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Section 4: Vacancies

~~A.H. Upon a vacancy of the Event Chairman, Finance Chairman or Secretary of the Executive Board, the Chairman will appoint a replacement. The rest of the Executive committee will ratify. The term of the Director of Communications shall coincide with the term of the President that made the appointment by majority vote. This appointment shall last until the next election.~~

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Section 4: Resignation

~~A. Any Officer may resign at any time by communicating their resignation, in writing, to the President and Secretary. Any such resignation is effective on the date that it is received, unless the notice specifies a later effective date or subsequent event upon which it will become effective. Upon any such resignation, said Officer is obligated to return all property of the Association in his possession or control to the Association.~~

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~~B. Section Upon vacancy of the Chairman the Event Chairman will assume the role of chairman and then appoint a new Event Chairman.~~

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5: Removal

~~A. Any Officer may be removed from office for just cause by a 2/3 vote of the Voting Members present at any duly noticed regular or special meeting of the Association, providing quorum has been established.~~

B. Any Officer may be removed from office by the Executive Board upon unanimous vote of the remaining Officers.

C. The GCA may be removed from office only by action of Alpha Sigma Phi Fraternity Inc. A 2/3 vote by the Executive Board is required before a request for removal or reconsideration of appointment may be presented on behalf of the Association to the appropriate officers of Alpha Sigma Phi Fraternity, Inc.

Section 6: Vacancies

A. Upon a vacancy of the ~~Alumni Communications Chairman the Alumni Association Chairman~~Vice President, Treasurer or Secretary; the President shall appoint a replacement. Any such appointment must be approved by the Executive Board by majority vote. Said appointee shall remain in the position until the current term of that office expires.

B. Upon vacancy of the President, the Vice President shall assume the role of President and appoint a new Vice President.

C. Upon a vacancy of the Communications President, the Executive Board shall appoint, by majority vote, a replacement to complete the remainder of the term.

D. Upon vacancy of the ~~Grand Chapter Advisor the Alumni Association~~ will GCA, the Executive Board may support the work with National Headquarters of Alpha Sigma Phi Fraternity, Inc. to facilitate filling the vacancy quickly and efficiently.

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ARTICLE VI - DUTIES AND REQUIREMENTS OF OFFICERS

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Section 1: ~~Chairman~~President

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A. The ~~Chairman~~President shall perform all duties as regularly pertain to that office, including but not limited to:

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1. Chief Executive Officer;

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2. Preside over all meetings of the Association;

2.3. Liaison with the ~~National~~Headquarters of ~~the~~ Alpha Sigma Phi Fraternity, Inc.

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B. The ~~Chairman~~President, or his designee, shall serve as the Association's representative for purposes of activities required by or otherwise involving Alpha Sigma Phi Fraternity, Inc., including the Annual Meeting.

- ~~B-C.~~ The President shall be responsible for the supervision and administration of the association's/Association's purposes.
- ~~C.~~ The Chairman shall only vote in the case of a tie vote.

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Section 2: ~~Event Chairman~~Vice President

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- ~~A.~~ The Event Chairman shall perform all duties of the Chairman in the absence of the Chairman at all Gamma Zeta Alumni Association functions, or as authorized by the Chairman.
- ~~B.~~ In the event of the death or permanent mental disability of the Chairman of the Association, the Event Chairman shall become Chairman of the Gamma Zeta Alumni Association. The new Chairman is then empowered to call for a special election to elect a new Gamma Zeta Alumni Association Event Chairman.Vice President,
- ~~A.~~ The Event Chairman, or his designee, shall chair the Annual Homecoming Committee which isbe responsible for planning, implementing, and evaluating Homecoming activities and coordinating all Association sanctioned events.
- ~~B.~~ In the event of the President's absence, unless otherwise directed by a majority of the Executive Board, the Vice President shall perform all duties of the President at Association meetings and/or events.

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~~C.~~ Section 3: Secretary

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- ~~A.~~ The Secretary shall ~~conduct the~~manage all correspondence of the ~~Gamma Zeta Alumni~~ Association.
- ~~B.~~ The Secretary shall serve as official custodian of all pertinent documents of the ~~Gamma Zeta Alumni~~ Association.
- ~~C.~~ The Secretary shall record the minutes at all ~~Gamma Zeta Alumni Council~~Association meetings, executive and general, and submit minutes of previous meetings for approval by the ~~association~~Executive Board.
- ~~D.~~ The Secretary, or his designee, shall keep ~~an~~up to date and accurate record of the membership files of the ~~Gamma Zeta Alumni Association, and shall be responsible for updating the membership files.~~

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Section 4: ~~Finance Chairman~~Treasurer

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- A. The ~~Finance Chairman~~Treasurer shall collect all donations from the members of the ~~Gamma Zeta Alumni~~ Association and deposit them in the association's account of a financial institution that is held in the Association's name in a bank.
~~The Finance Chairman, in addition to the Chairman, will be needed to~~
- B. The Treasurer and the President, shall have access anyto funds on deposit, and shall be signatories on all Association bank accounts.
- C. The ~~Finance Chairman~~Treasurer shall submit a record of all financial expenditures and receipts of the financial year at least once a year at the annual meeting of the ~~Alumni~~ Association.
- D. The ~~Finance Chairman~~Treasurer shall coordinate all fundraising efforts for the endowments established through the Bowling Green State University Foundation and Alpha Sigma Phi Fraternity Foundation.
- ~~E. The Finance Chairman shall recruit a committee to assist in the oversight of Association and Endowment financial activities~~
- ~~E.E.~~ The Finance ChairmanTreasurer, or his designee, shall serve as the ~~Chairman~~President of the ~~Financial Oversight~~Development Committee.

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Section 5: ~~Alumni~~Director of Communications Chairman

- A. The ~~Alumni~~Director of Communications ~~Chairman~~ shall coordinate all external communications for the ~~Gamma Zeta Alumni~~ Association including but not limited to the following:
~~The Alumni Communications Chairman shall be responsible for submitting~~
 1. Submitting news of the ~~Gamma Zeta Alumni~~ Association to the Editor of the Tomahawk.
~~The Alumni Communications Chairman shall be responsible for designing, editing, and publishing~~
 2. Publishing the Black Lantern Newsletter and any electronic newsletters.~~The Alumni Communications Chairman may appoint~~
 3. Appointing a Webmaster, as necessary, to assist ~~him~~ in updating and managing the ~~Gamma Zeta Alumni Association~~Association's website and social media platforms.

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Section 8: Grand Chapter Advisor

- A. The ~~Grand Chapter Advisor~~GCA shall serve as the representative of the Chapter Council, and any other alumni advisory groups or advisors sanctioned by Alpha Sigma Phi Fraternity, Inc., within the Association.

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~~A.B.~~ The GCA shall serve as the liaison between the undergraduate chapter, the Chapter Council and the Gamma Zeta Alumni Association and between the undergraduate chapter and the National Fraternity.

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~~B.~~ The Grand Chapter Advisor shall serve as the Chair of the Chapter Council (Article IX).

C. None of the roles of the GCA on, or within, this Association shall detract from or otherwise alter or amend the responsibilities of the GCA as set forth in the governing documents or resolutions of Alpha Sigma Phi Fraternity, Inc.

ARTICLE VII - POWERS OF THE EXECUTIVE BOARD

Section 1: Membership

~~A.~~ The Executive Board shall consist of the Chairman, Event Chairman, Secretary, Finance Chairman, Alumni Communications Chairman, and Grand Chapter Advisor.

~~B.~~ As the officers of the Executive Board have oversight responsibilities for the financial activities of the Association and Endowment Funds, officers of the Executive Board of the Association are expected to give at a leadership level (\$100 or more annually).

Section 2: Powers

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A. The Executive Board shall have general control and supervision of all affairs and all committees/subgroups within the Gamma Zeta Alumni Association.

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B. The Executive Board shall act as the governing board of the Alumni Association in between annual meetings of the Alumni Association.

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C. The Executive Board may, upon majority vote, appoint additional non-voting officers when the need arises.

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D. The Executive Board may delegate any or all of its powers to any elected ~~officer~~ Officer of the ~~Gamma Zeta Alumni~~ Association, provided the Executive Board retains the power ~~of rescission over to~~, by majority vote, rescind any decision by said ~~officer~~ Officer.

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E. The Executive Board shall have the power to form, appoint members to, and define the duties of all standing and temporary committees and/or subgroups of the Alumni Association.

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F. The Executive Board shall have all powers necessary to enable it to perform its prescribed duties, provided those duties remain within these ~~by laws~~ By-Laws and are otherwise consistent with the purpose of the Association.

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~~G. The Executive Board shall have the power to appoint an individual to an office that has been vacated until all members of the Association can fill the office by a special election.~~

Section 32: Annual Meeting

A. The Executive Board shall hold an annual meeting ~~during Fall Alumni weekend~~ on a date determined by the Executive Board, and said date shall - to the greatest extent possible - be scheduled to coincide with Association events, such as Homecoming Weekend and/or the Alumni Golf Outing. The time and location of the meeting shall be announced to all Members, including Voting Members, at least thirty (30) days prior to ~~the Annual Alumni Weekend~~ said meeting.

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~~ARTICLE VIII – REMOVAL FROM OFFICE/DEVELOPMENT~~

~~Section 1: Removal~~

- ~~A. Any officer, with the exception of the Grand Chapter Advisor, may be removed from office for just cause by a 2/3 vote of the members present at any regular or special meeting of the Gamma Zeta Alumni Association, providing quorum has been established.~~
- ~~B. The Executive Board may also remove officers until the position may be filled by a special election of members of the Association.~~
- ~~C. Individuals are eligible to be re-appointed each year if there is mutual interest among all parties.~~
- ~~D. Members may be removed from any Standing or Temporary Committee with just cause and due process before the term expires at the discretion of the Committee Chair and 2/3 approval of the Executive Board.~~
- ~~E. The Grand Chapter Advisor may be removed from office only by action of the Grand Council. A 2/3 vote by the Executive Board is required before a request for removal is presented to the Grand Council.~~

~~ARTICLE IX – STANDING COMMITTEE~~

~~Section 1: Financial Oversight Committee~~

- ~~A. The Finance Chairman/Treasurer shall chair the Financial Oversight "To Better the Man" Development Committee. (the "Development Committee").~~
- ~~B. The Financial Oversight/Development Committee shall be responsible for overseeing/assisting with the raising of funds for the endowments established with the Bowling Green State University Foundation, known as "To Better the Man Fund" (the "TBTM Fund"), and Alpha Sigma Phi Fraternity Foundation (the "ASP Foundation") and shall, subject to the oversight and approval of the Association, assist in the administration of said funds.~~
- ~~C. The~~ The committee shall be composed of six donors to the chapter endowment whom are willing to serve as members of the committee.
- ~~C. The Financial Oversight/Development Committee shall administer the TBTM Fund in accordance with the "To Better the Man Fund" Spending Policy, dated July 29, 2007, as may be amended from time to time (the "Policy"). Said Policy is hereby fully incorporated by reference.~~

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D. The Development Committee shall be composed of up to seven (7) voting members and one (1) ex-officio/non-voting member, who are identified as follows:

1. Ed Leedom and Joe Zimmerman, during their life, shall be permanent members of the Development Committee and each shall be entitled to one (1) vote on the Development Committee during said term;
2. The Treasurer, who shall be entitled to one (1) vote on the Development Committee;
3. Excepting Ed Leedom, Joe Zimmerman and the Treasurer (as applicable), the top three (3) individuals, or their designee, who have contributed funds to the TBTM Fund and/or the ASP Foundation, collectively, as determined by the Development Committee and approved by the Executive Board of the Association (the "*Donor Members*"). Each of the Donor Members shall serve a term of one (1) year and shall be entitled to one (1) vote on the Development Committee during said term.

In the event that an individual qualifies as a Donor Member but does not wish to participate in the Development Committee, by designee or otherwise, said individual shall be excluded from consideration when identifying the Donor Members.

4. One (1) individual appointed to represent the Association, who shall be selected by the Executive Board and who shall be entitled to one (1) vote.
5. The H.S.P. of the Gamma Zeta undergraduate chapter, or his designee, shall serve as an ex-officio member of the Development Committee, but shall have no voting rights.

E. A quorum to conduct business at any meeting of the Development Committee shall consist of at least three (3) voting members of the Development Committee. A voting member shall be considered present when attending in person, by telephonic, video conference, or by written proxy.

F. The Development Committee shall review and update the list of Donor Members during the first quarter of every calendar year and report, on an annual basis, to the Executive Board of the Association relating to said review and update.

~~D.G.~~ The Development Committee may, upon approval of a majority of the Executive Board, have the ability to appoint a fundraising subcommittee if needed.

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~~E.H.~~ The ~~Financial Oversight~~ Development Committee ~~shall~~ may, upon approval of a majority of the Executive Board, have the ability to retain a third-party fundraising/development firm to assist in raising funds for the benefit of the chapter endowment funds.

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~~F. The To Better the Man Spending Policy is an article to this constitution and by laws and is hereby incorporated by reference.~~

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ARTICLE ~~XIX~~ - AMENDMENTS

Section 1: Procedure

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A. ~~Subject to submission to the Executive Board in accordance with sub-section B (below), the Association~~ Constitution and ~~by laws~~ By-Laws may be amended by a 2/3 vote of the ~~members~~ Voting Members at any regular or authorized special meeting of the ~~Gamma Zeta Alumni Association Executive Board~~ Association where said amendment(s) of this Constitution and/or By-Laws were expressly referenced in the notice of said meeting.

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B. The Executive Board shall review and comment on all proposed amendments before a vote of the general membership occurs. ~~All~~ proposed amendments must be submitted, in writing, to the ~~Chairman~~ President or Secretary of the ~~Gamma Zeta Alumni Association~~ thirty (30) days prior to a vote occurring.

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C. Quorum must be established to vote on any proposed amendment.

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