

ZMAA

ZETA-MU ALUMNI ASSOCIATION



**SUPPORTING
ZETA-MU CHAPTER
&
ALUMNI**

**SIGMA PI FRATERNITY
MICHIGAN STATE UNIVERSITY**

2006-2007 Officers

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SIGMA PI FRATERNITY, INTERNATIONAL**

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Constitution

ZETA-MU ALUMNI ASSOCIATION SIGMA PI FRATERNITY, INTERNATIONAL



PREAMBLE

To the end that the fraternal objectives and ideals of Sigma Pi Fraternity, International may be promoted and the general welfare of Zeta-Mu Chapter and the members of this association may be improved, this alumni club was chartered by the Grand Chapter of Sigma Pi Fraternity, International via order of the Grand Council on October 22, 2005 in East Lansing, Ingham County, Michigan.

ARTICLE I: NAME

Section 1. The name of this association shall be the "Zeta-Mu Alumni Association" of Sigma Pi Fraternity, International. In this constitution, as well as in the Bylaws hereinafter, it may also be referred to simply as "ZMAA" or "alumni club."

ARTICLE II: PURPOSE

Section 1. The purpose of this alumni club shall be:

- (a) To function in accordance with the specific objectives of and conformity with the Constitution and Bylaws of the Grand Chapter of Sigma Pi Fraternity, International;
- (b) To assist, stimulate and cooperate with Zeta-Mu Chapter of Sigma Pi Fraternity, International at Michigan State University in the promotion of the chapter's general welfare and activities; and
- (c) To provide opportunities for social, business and professional contacts and relations among members of the alumni club, the undergraduate brothers of Zeta-Mu Chapter and other alumni of Sigma Pi Fraternity, International who reside in Ingham County, Michigan or surrounding areas.

ARTICLE III: MEMBERSHIP

Section 1. Every initiated member of Zeta-Mu Chapter of Sigma Pi Fraternity, International who has graduated from or discontinued undergraduate study at Michigan State University and is in good standing with both Zeta-Mu Chapter and the Grand Chapter is eligible for membership in the Alumni Club.

Section 2. Every initiated member of Sigma Pi Fraternity, International who has graduated or discontinued undergraduate study at an institution where Sigma Pi Fraternity, International has or had a chapter and is in good standing with both his chapter and the Grand Chapter, who may reside in Ingham County, Michigan or surrounding areas, is eligible for membership in the alumni club with a 2/3 majority vote by the board of directors.

ARTICLE IV: MEETINGS

Section 1. Meetings shall be held at a time and place to be designated in the Bylaws, with a minimum of one (1) meeting per year, corresponding with Zeta-Mu Chapter's "Homecoming" activities in the fall.

In the event that there is more than one meeting in any given year, the fall meeting at "Homecoming" shall be designated as the alumni club's annual meeting.

Section 2. Business of the alumni club may be conducted at or prior to social or other meetings of a special nature. A quorum shall consist of any four elected officers plus any and all other members in attendance.

Section 3. At least thirty (30) days advance written notice shall be given to all members in advance of any regular or special meeting of the alumni club.

ARTICLE V: OFFICERS

Section 1. The officers of the alumni club shall consist of a President, a Vice President, a Treasurer, a Secretary, a Sergeant at Arms and a Historian. Additional officers, as well as directors and committees, may also be elected or appointed.

Section 2. All officers shall be elected annually at the designated annual meeting of the alumni club and shall serve for one year or until their successors are elected. Officers may be elected to succeed themselves without limitation having no term limits. The names of officers running for election or re-election must be communicated to the active membership at least thirty (30) days in advance.

Section 3. The duties of the officers shall be those which are customarily assigned to a President, Vice President, Treasurer, Secretary, Sergeant at Arms and Historian of any similar organization or club, in addition to any special duties as may be provided for in the Bylaws. All records, files, or assets of the alumni club, which may be entrusted to any officer, shall be turned over to each successor in office.

Section 4. The general management and supervision of all business and other affairs of the alumni club shall be the responsibility of the officers, who shall have full powers, unless otherwise provided in the Bylaws or unless limited by a two-thirds vote of the membership at a regular or special meeting of the alumni club.

ARTICLE VI: AMENDMENTS AND BYLAWS

Section 1. This Constitution may be amended by a two-thirds (2/3) vote of those members in attendance at any regular or special meeting of the alumni club that is called in accordance with Article IV, Sections 2 and 3, of this Constitution.

Section 2. Bylaws, consistent with this Constitution and with the laws of the Grand Chapter of Sigma Pi Fraternity, International, may be adopted by a majority vote and likewise amended in the same manner by those members in attendance at any regular or special meeting of the alumni club that is called in accordance with Article IV, Sections 2 and 3, of this Constitution.



Bylaws

ZETA-MU ALUMNI ASSOCIATION SIGMA PI FRATERNITY, INTERNATIONAL



PREAMBLE

The Zeta-Mu Alumni Association of Sigma Pi Fraternity, International was founded on October 22, 2005 and chartered by the Grand Chapter of Sigma Pi Fraternity, International on October 22, 2005. The primary purpose of this alumni club is to assist, stimulate and cooperate with Zeta-Mu Chapter of Sigma Pi Fraternity, International at Michigan State University in the promotion of the chapter's general welfare and activities.

BYLAW I: BASIC LAWS

Section 1. The basic laws of the Zeta-Mu Alumni Association shall be those contained in the Constitution and Bylaws of the Grand Chapter of Sigma Pi Fraternity, International, and this alumni club, as a subordinate body of this fraternity, shall be governed by and shall abide by those said laws the same as if they were written herein. The Zeta-Mu Alumni Association of Sigma Pi Fraternity, International may also be referred to in these Bylaws simply as "ZMAA" or "alumni club."

Section 2. No provision of these Bylaws shall be construed as superseding the basic Constitution and Bylaws of Sigma Pi Fraternity, International, and no laws shall be enacted or enforced which are contrary to the provisions or intent of the basic laws for all alumni clubs of Sigma Pi Fraternity, International.

Section 3. At least five (6) copies of these Bylaws shall be maintained at all times, along with a like number of copies of the Constitution. One (1) copy shall remain in the chapter house at all times, in the Sage's possession. The five (6) copies shall be in the possession of each of the six officers of the alumni club. Any member of the alumni club shall have access to these Bylaws and the Constitution through the officers at any time. As amendments or revisions are adopted, they shall be added to or noted on the official copies together with the dates of adoption.

Section 4. All meetings of the members of the alumni club shall be conducted in accordance with the most current edition of *Robert's Rules of Order Newly Revised*.

BYLAW II: MEMBERSHIP

Section 1. Membership in the alumni club shall consist of only regular members.

Section 2. A regular membership is restricted to initiated members of Sigma Pi Fraternity, International who meet the qualifications outlined in Article III, Sections 1 and 2, of the Constitution. A regular member in good standing with the alumni club shall be entitled to one vote in all alumni club business and elections, provided that the regular member shall be present in person at such meeting. Voting by proxy shall be permitted with written notification, presented to a board member no less than one (1) week in advance, including their vote and reason for not attending.

BYLAW III: MEETINGS

Section 1. All meetings shall be called in accordance with Article IV, Sections I, II, and III, of the Constitution.

Section 2. The annual meeting of the alumni club each year, at which officers are elected, shall be held in the chapter house of Zeta-Mu Chapter on the Sunday morning that corresponds with the Chapter's "Homecoming" activities. All other regular or special meetings shall be held at times and places specified by the notice required by Article IV, Section 3, of the Constitution.

BYLAW IV: DUES

Section 1. *Graduate Level (\$25/year):* Annual dues for graduated seniors (within the last two semesters), in addition to any alumnus currently attending graduate school of Zeta-Mu Chapter shall be twenty-five dollars (\$25) for their first year of membership in the alumni club. *Active Level (\$50/year):* Annual dues for members of the alumni club who have surpassed the graduate level requirement shall be fifty dollars (\$50). *Board Level (\$75/year):* Annual dues for executive board members of the alumni club shall be seventy-five dollars (\$75). ZMAA executive board members and new graduates from Zeta-Mu Chapter shall of course have all of the same rights and privileges as regular members. Dues shall be paid on or before the date of the annual meeting of the alumni club in the fall of each year.

Section 2. A one-month grace period shall be extended to any regular member who has not paid his annual dues by the due date. At the expiration of the grace period, a personal written notice shall be sent to the member advising him of the end of the formal grace period. If the member does not reply by submitting his dues within one month thereafter, his membership in the alumni club shall cease.

Section 3. The provisions of the preceding sections shall also govern any special assessments that may have been voted upon and passed during any regular or special meeting of the alumni club.

Section 4. Any former member of the alumni club whose membership ceased as a result of Section 2 and/or Section 3 of this Bylaw may have his membership in the alumni club restored upon the payment of the current year's dues plus a fifteen-dollar (\$15) reinstatement fee.

BYLAW V: OFFICERS

Section 1. The duties of the officers of the alumni club shall be in accordance with Bylaw VIII, Section 9, of the Bylaws of Sigma Pi Fraternity, International, as well as in accord with Article V of the Constitution of this alumni club.

Section 2. The President, in addition to the duties referred to in Section 1 hereof, shall make temporary appointments for vacant elected officers, shall appoint all committees and be an ex-officio member thereof, shall be authorized to sign checks and withdraw funds, and shall be the executive head of the alumni club. He shall also make certain that all officers, committees and members are discharging their various duties and meeting their obligations, all in accordance with Section 1 hereof.

Section 3. The Vice President, in addition to the duties referred to in Section 1 hereof, shall supervise and be an ex-officio member of all committees, and shall be the official liaison officer between Zeta-Mu Chapter and the alumni club.

Section 4. The Treasurer, in addition to the duties referred to in Section 1 hereof, shall be entrusted with all funds of the alumni club, shall keep accurate records of all financial matters pertaining to the alumni club, shall be authorized to sign checks and withdraw funds, shall be responsible for the collection of all dues and assessments of the alumni club, and shall be responsible for the disbursement of all dues and fees to the Grand Chapter.

Section 5. The Secretary, in addition to the duties referred to in Section 1 hereof, shall be responsible for the scheduled mailings and correspondence between the Alumni Club and its members, shall maintain an accurate address list of all members of the alumni club.

Section 6. The Sergeant at Arms, in addition to the duties referred to in Section 1 hereof, shall be responsible for communicating all alumni activities/events to active members of Zeta-Mu Chapter, in addition to enforcement of the ZMAA bylaws and constitution and meetings according to *Robert's*

Rules of Order Newly Revised. He shall also assist in coordinating official Alumni Club meeting times/places in case of an emergency. He shall also act as chief promoter of the Alumni Club working in conjunction with the Zeta-Mu Chapter's First Counselor in recruiting future members, through communicating the importance of alumni relations, i.e. active/new member events (pinning, initiation, special dinners etc.).

Section 7. The Historian, in addition to the duties referred to in Section 1 hereof, shall be responsible for maintaining a scrapbook of its photographs, letters and other memorabilia concerning the alumni club and its members, and shall be the official correspondent between the alumni club and the official publications of the Grand Chapter.

Section 8. The elected officers of the alumni club are volunteers and shall serve without compensation.

BYLAW VI: VOTING AND BALLOTING

Section 1. A quorum shall consist of any three elected officers plus any and all other members in attendance at any regular or special meeting called in accordance with Article IV, Section 3, of the Constitution.

Section 2. No member shall be entitled to more than one vote Voting by proxy shall be permitted with written notification, presented to a board member no less than one (1) week in advance, including their vote and reason for not attending. The President shall vote only in the case of a tie, but shall be entitled to cast a regular vote in the election of officers.

Section 3. The elections of all officers shall be by secret ballot, unless there is no more than one nominee per office.

BYLAW VII: ELECTION OF OFFICERS

Section 1. The election of all officers shall be held once a year at the designated annual meeting of the alumni club scheduled in the fall of each year in accordance with Article IV of the Constitution and Bylaw 3 of these Bylaws. A special notice of the upcoming elections shall be made in the preceding scheduled mailings and in accordance with Article IV, Section 3, of the Constitution.

Section 2. The terms of the newly elected officers shall be for a period of one year and shall commence at the close of the meeting at which they were elected.

Section 3. Whenever a vacancy occurs in an elected office, it shall be filled by a special election in the manner as prescribed for a regular election. Prior to a special election, the vacancy may be filled temporarily by an appointment made by the President or the senior executive officer of the alumni club.

Section 4. Any elected officer may be removed from the office for cause, provided that two-thirds (2/3) of the members of the alumni club that are present and voting are in favor of removal, and provided further that all members of the alumni club are notified in writing in advance that a motion will be presented at the next regular or special meeting "for removal from office."

BYLAW VIII: FINANCES

Section 1. The fiscal year of the alumni club shall run from August 1st of one calendar year through July 31st of the following calendar year. Two signatures shall always be required on all checks or withdrawals.

Section 2. The Chapter Sage may approach the alumni club at any time for a donation from club assets for the benefit of Zeta-Mu Chapter. If the requested donation appears reasonable in the opinion of the officers, a special meeting may be called to respond to the request. If the request is deemed to be

urgent by the officers, telephone conversations with the regular members of the alumni club may be substituted in lieu of a special meeting. The chapter must submit to the ZMAA board, in writing at least ten (10) days in advance, ranked items of importance ("wish list") in regards to donations the chapter is requesting.

Section 3. The President of Zeta-Mu House Corporation, Inc. may approach the alumni club at any time for a donation from club assets to repair, improve, or furnish the physical structure at 301 Charles St. in East Lansing, Michigan. If the requested donation appears reasonable in the opinion of the officers a special meeting may be called to respond to the request. If the request is deemed to be urgent by the officers, telephone conversations with the regular members of the alumni club may be substituted in lieu of a special meeting. The Zeta-Mu House Corporation must submit to the ZMAA board, in writing at least ten (10) days in advance, ranked items of importance ("wish list") in regards to donations the House Corporation is requesting.

Section 4. The alumni club may expend funds to underwrite all or a portion of its delegate's expenses to attend a biennial convocation of the Grand Chapter as a legitimate operational expense of the alumni club. This decision, as well as the elections of the said delegate, shall be made by a majority vote of the regular members present and voting at a regular or special meeting of the alumni club called in accordance with Article IV of the Constitution. Unless notice is given to all of the members of the alumni club to the contrary, the election of the alumni club's delegate to a biennial Convocation of the Grand Chapter shall take place during the annual meeting of the alumni club in the fall preceding the Convocation year. In any year that a delegate to Convocation is not elected at the annual meeting before Convocation, the President of the alumni club may appoint the Convocation delegate with the concurrence of the other four officers.

BYLAW IX: AMENDMENTS

Section 1. Any action of the Grand Chapter of Sigma Pi Fraternity, International in Convocation assembled, or any action by Grand Council Order, which has the effect of amending or revising any part of these alumni club laws and regulations shall be deemed an amendment and revision without any action by this alumni club.

Section 2. No part of these Bylaws shall be added to or otherwise repealed, altered, annulled, suspended, or amended unless the proposition or change be properly presented at a regular or special alumni club meeting and the same be passed by a majority vote of the regular members in attendance and voting at the meeting.

**EDITED
AUGUST 13, 2007**