

CONSTITUTION
FOR
THE EASTERN IOWA ACACIA ALUMNI CHAPTER

PREAMBLE

In order that we, the brothers of Acacia Fraternity living in Eastern Iowa may continue our allegiance to Acacia and may continue to live according to the great principles of our brotherhood and in order that we all may serve our Fraternity to the best of our ability by helping nearby chapters and assist with other important programs, we join together in the bonds of fraternal friendship to form this alumni chapter of Acacia and adopt this constitution for our alumni chapter.

ARTICLE I – NAME

This organization shall be known as the “Eastern Iowa Acacia Alumni Chapter.”

ARTICLE II – SITE

The site of the alumni chapter shall be in the City of Iowa City, Iowa.

ARTICLE III – PURPOSE

The purposes of the organization shall be:

- (1) To unite all local Acacians in fellowship through diversified activities.
- (2) To assist in every manner possible all Acacia Colonies, Chapters, Alumni Chapters and Foundations.
- (3) To actively participate in the formation of other Acacia alumni organizations.
- (4) To locate and recommend qualified men for membership consideration by active Acacia Chapters.
- (5) To promote any activity that might be beneficial to Acacia Fraternity.

ARTICLE IV – MEMBERSHIP

Any duly initiated active or honorary member of Acacia Fraternity shall be eligible for membership.

ARTICLE V – MEETINGS

- (1) There shall be the following types of meetings of the organization:
 - (a) Regular
 - (b) Special
- (2) Four (4) regular meetings must be held during each calendar year at such time and place as may be designated by the Executive Committee of the chapter.
- (3) Special meetings may be held at any time the affairs of the chapter necessitate such a meeting to be held. The Executive Committee of the chapter shall make this determination. Notice of a special meeting is to be given by or at the direction of the President or Secretary.

ARTICLE VI – OFFICERS

- (1) The officers of the alumni chapter shall be:
 - (a) President

- (b) Vice-President
 - (c) Secretary
 - (d) Treasurer
 - (e) Social Chairman
- (2) The duties of the President of the alumni chapter shall be:
- (a) To preside at all regular and special meetings.
 - (b) To appoint all committees, except the Executive Committee.
 - (c) To be responsible for a written annual report of organizational progress at the end of his tenure of office.
 - (e) To act as Chairman of the Executive Committee.
- (3) The duties of the Vice-President of the alumni chapter shall be:
- (a) During the absence of the President, to succeed to the powers, duties and responsibilities of the President.
 - (b) To supervise and be responsible for membership expansion of the alumni chapter.
 - (c) To act as a member of the Executive Committee and Ex-Officio member of all other committees.
- (4) The duties of the Secretary of the alumni chapter shall be:
- (a) To keep a true and accurate record of all regular and special meetings, and all Executive Committee meetings and compiling the record to written minutes.
 - (b) To maintain the membership rolls and handle the general communications between the Executive Committee and the membership at large, said communications to include notification of all meetings.
 - (c) To be responsible for the selection and mailing of congratulatory cheer and sympathy cards to the brothers, or any member of their family, in the name of the alumni chapter.
 - (d) To act as a member of the Executive Committee.
- (5) The duties of the Treasurer of the alumni chapter shall be:
- (a) To collect all dues and/or special fees from all members of the alumni chapter, deposit collected funds in the name of the alumni chapter in the designated bank, and maintain accurate records thereof.
 - (b) To pay all expenses of the alumni chapter, when such payment shall have been first duly authorized by the Executive Committee.
 - (c) To prepare an annual financial statement correctly reflecting the financial condition of the alumni chapter or at any time when so directed by the President or by the Executive Committee.
 - (d) During the absence of the Secretary to maintain true and accurate records of all regular and special meetings, and all Executive Committee meetings and compiling the record to written minutes.
 - (e) To act as a member of the Executive Committee.
- (6) The duties of the Social Chairman of the alumni chapter shall be:
- (a) To have the responsibility for planning all social events for the alumni chapter.
 - (b) To have supervision of the preparation and circulation of all notifications of social events.
 - (c) To act as a member of the Executive Committee.

ARTICLE VII – ELECTION OF OFFICERS

- (1) The election of officers shall be held during the first meeting of each calendar year unless otherwise provided for by the Executive Committee.
- (2) The officers shall be elected by a majority of those members present and voting at such meeting. Any member of the alumni chapter shall be eligible for election to any office of the chapter.

(3) Nominations for offices shall be made during the election meeting. Each nominated member shall have the opportunity to address the chapter prior to the election. Each nominee shall also have the right to decline his nomination.

(4) The terms of office of the officers of the alumni chapter shall be for a period of twelve (12) calendar months beginning immediately following their election.

(5) When a vacancy shall occur upon the resignation or because of the permanent absence of any officer, such vacancy shall be filled by appointment by the Executive Committee for the remainder of the term.

ARTICLE VIII – COMMITTEES

(1) Executive Committee

(a) The Executive Committee shall consist of all of the duly elected officers, as well as the immediate past President of the alumni chapter.

(b) The duties of the Executive Committee shall be as follows:

(i) To administer the affairs of the alumni chapter.

(ii) To have general supervision of the finances of the alumni chapter and approval of all expenditures.

(iii) To call special meetings.

(c) The Executive Committee shall have at least one (1) regular meeting each two (2) months to be called by the President and shall meet at such other times as may be deemed necessary by the President to properly conduct their duties, or upon petition by three (3) members of the Executive Committee.

(2) Other Committees

(a) Other committees may be created by a majority vote of the members present at any regular or special meeting.

(b) The President shall have the power to appoint members to each committee, with the exception of the Executive Committee

ARTICLE IX – DUES

(1) The annual dues shall be payable on or before the first day of January each year. The amount of said annual dues to be recommended by the Executive Committee and approved by a majority of members present and voting at a regularly scheduled meeting prior to January 1st.

(2) The dues paid to the chapter shall be used for purposes as seen fit by the Executive Committee. These include, but are not limited to social events, mailing costs, and any fees incurred by the chapter.

(3) The fiscal year of this alumni chapter shall begin January 1st.

(4) Dues shall not be refundable to a member for any purpose.

ARTICLE X – PARLIAMENTARY RULES

Robert's Rules of Order (Revised) shall control at the regular and special meetings of the alumni chapter.

ARTICLE XI – AMENDMENT OF CONSTITUTION

This constitution may be changed or amended only by a vote of two-thirds majority of the members of the alumni chapter present and voting at any regular or special meeting, provided that written notices of the proposed changes or amendments shall have been communicated to all members at least ten (10) days prior to such meeting.

