

**Bylaws**

**Metro Jackson Alumnae Chapter**

**Article I-Name**

This organization shall be known as Metro Jackson Alumnae Chapter of Zeta Tau Alpha.

**Article II-Purpose**

The purpose of this organization shall be to promote the purposes and progress of the Fraternity, to foster the association of local alumnae and to cooperate with and assist Zeta Tau Alpha collegiate chapters.

**Article III-Membership**

Membership in the Metro Jackson Alumnae Chapter shall be open to any local Zeta Tau Alpha alumna in good standing.

**Article IV-Meetings**

Section 1. There shall be at least five meetings during the year.

Section 2. One meeting each year shall be for the purpose of electing officers.

Section 3. A majority of the membership present shall compose a quorum at any meeting.

Section 4. The right to vote shall be accorded to every member who has paid dues for the current year.

**Article V-Powers and Duties**

The organization shall exercise all powers usually vested in such a body, provided these do not conflict with the provisions set forth in the *National Constitution and Bylaws* and manuals of the Fraternity.

**Article VI-Officers**

Section 1. The elective officers shall be:

* President
* Vice President I-Programming
* Vice President II-Membership
* Secretary
* Treasurer
* Historian-Reporter
* Panhellenic Delegate

These officers shall comprise the Executive Committee. Other chairpersons may be appointed by the majority vote of the current executive officers; however, these positions will not be considered Executive Committee positions.

Section 2. Election of Officers

1. Officers shall be elected prior to May 1st by means of ratifying a slate of officers proposed by the Nominations Committee or by receiving majority vote from the chapter.
2. Vacancies between annual elections shall be filed by appointment of the President with the approval of the Executive Committee.
3. Only active alumnae, those who are current with dues, are allowed to vote on Officers.
4. Only active alumnae, those who are current with dues, are to be elected to Officer positions.
5. Elections by means of ratifying slate.
	1. Nominations Chairperson. The officers shall appoint a member of the chapter to be the Nominations Chairperson. This chairperson will be responsible for collecting nominations from the membership. The Nominations Chairperson will seek approval for each person nominated as to whether they are willing to fulfill the duties of the recommended position.
	2. Nominations Council. The Nomination Chairperson will designate a committee of three additional members to serve on the Nomination Council. This council is only needed if there is more than one nomination for any elected position.
	3. Nominations. Nominations may be provided by individuals seeking to hold an office or members nominating other members to hold an office. Potential officers should be in good standing with the chapter. Nominations may be submitted at any chapter meetings, chapter socials and/or submitted to the Nomination Chairperson via email.
	4. Election of Officers. The Nominating Council reviews the applications and prepares the slate of officers to be presented to the chapter in April of each year. The chapter will vote to ratify the slate. If slate does not pass by a majority vote, written ballots with each nominated member for each office will be prepared by the Nomination Council and distributed to all chapter members. All ballots will be collected and tallied by the Nominations Chairperson who will announce the elected officers to the chapter.
	5. Installation of Officers. Newly elected officers will be installed during May of each year.

Section 3. Duties of the officers shall be in compliance with the officers’ roles identified in the *Guide to Alumnae.*

Section 4. The term of office is for one year, beginning in May and ending in April.

**Article VII-Standing Committees**

Section 1. Standing committees shall be appointed by the President with the approval of the Executive Committee as needed.

Section 2. Duties of the committees shall be those usually assigned to such committees in the *Guide to Alumnae.*

Section 3. The term of office is for one year.

**Article VIII-Dues**

The annual local dues shall be an amount recommended by the Executive Committee and approved by the active alumnae. Dues shall be $40.

**Article IX-Operations**

Section 1. In the case of a returned check, the Alumnae responsible for writing the check will pay the service charged fee to the chapter in addition to the original amount.

Section 2. In the case of a member failing to pay for an event in which the member has agreed to come to, that member will be billed by the Chapter Treasurer.

**Article X-Disposition of Funds**

In the event this organization shall cease to function, any funds held in the treasury shall revert to Zeta Tau Alpha Fraternity or donated to the Zeta Tau Alpha Foundation.

**Article XI-Amendments**

These bylaws may be amended by a two-thirds vote of members present, provided the proposed amendments have been approved by the District President and presented in advance.

Creation Date: August 25, 2018

President: Shelby Statham /s/ Shelby Statham

Secretary: Megan Costilow /s/ Megan Costilow