

WASHINGTON STATE ORGANIZATION- BYLAWS
The Delta Kappa Gamma Society International

ARTICLE I NAME

Section A.

The name of this state organization shall be Washington State - Alpha Sigma State of the Delta Kappa Gamma Society International, hereinafter also referred to as Washington State Organization (WSO), the State, or in general terms, the Society.

Section B.

A Greek letter(s) and a city/geographical area shall designate each chapter in Washington State. Each chapter shall be named by the State.

ARTICLE II MISSION AND PURPOSES

Section A. Mission Statement

The International mission shall be to promote professional and personal growth of women educators and excellence in education.

The State mission shall be to:

1. Promote the mission and Purposes of The Delta Kappa Gamma Society International as found in the current *International Constitution*;
2. Act as liaison between chapters and International;
3. Organize and assist new chapters within the State;
4. Provide leadership training for state and chapter leaders;
5. Define and develop policies for the State; and
6. Set standards of record keeping for the State and chapters.

Section B. State Vision Statement

Leading Women Educators Impacting Education Worldwide

ARTICLE III MEMBERSHIP

Section A. Membership

All membership practices are in accordance with the current *International Constitution*.

Chapters within the State shall have full power to act on matters of chapter membership.

1. Membership in the State shall be by invitation. At the time she joins the Society, a member becomes a member of a chapter, the State, and the International Society.
2. An individual becomes a member of the Society when she pays her dues. An individual is inducted only once.
3. All chapters will keep membership records and share those records with the State.

Section B. Classification

1. An active member shall be a woman who is employed as a professional educator at the time of her election or has been retired from an educational position. An active member shall participate in the activities of the Society.
2. Reserve membership shall be granted only to a member who is unable to participate fully in the activities of the chapter because of medical disability, geographic location, and/or no technical connection/skill.
 - a. Reserve status shall be granted by the majority vote of the chapter.

- 46 b. A reserve member, so requesting, shall be restored to active membership.
- 47 3. Honorary Members
- 48 a. A chapter or state organization honorary member shall be a women not eligible for
- 49 active membership who has rendered notable service to education or to women and is
- 50 elected to honorary membership in recognition of such service.
- 51 4. Collegiate members shall be undergraduate or graduate students who meet the following
- 52 criteria:
- 53 a. Bachelor student collegiate members shall: (1) be enrolled in an institution offering
- 54 coursework leading to a career in education; and have the intent to continue
- 55 academically and professionally in the field of education; and (2) be enrolled within
- 56 the last two years of their bachelor's education degree.
- 57 b. Graduate/Masters/Doctoral student collegiate members shall have
- 58 Graduate/Masters/Doctoral standing in an institution offering coursework in the field
- 59 of education and have the intent to continue academically and professionally in the
- 60 field of education. When a collegiate member starts her career as a paid educator,
- 61 she will pay active member dues and become an active member. If a collegiate
- 62 member does not pursue a career as an educator, her membership will expire upon
- 63 graduation or withdrawal from the education degree program.
- 64 c. A collegiate member may participate in the activities of the Society except holding
- 65 office.
- 66 d. A collegiate member may serve as parliamentarian since this position is not an
- 67 elected office.
- 68 5. An active member not living within the geographical proximity of a chapter may be a
- 69 state and international member.
- 70 6. Members who have lifetime membership are recognized as either active or reserve.
- 71 7. A state honorary member shall be recommended by chapters and elected by the Executive
- 72 Board. A four-fifths (4/5) vote of approval is required. Induction of honorary members
- 73 shall be conducted at the convention. The state president and the membership chair shall
- 74 organize the orientation session and the induction.

75 ***Section C. Election***

76 A candidate for active membership shall be selected by the method established by the

77 chapter's rules.

78 **Section D. Transfer**

79 A member in good standing may transfer from one chapter to another upon notification to

80 Society Headquarters.

81 **Section E. Termination of Membership**

82 Membership in the Society is terminated for non-payment of dues and fees, resignation, or

83 death.

84 **Section F. Reinstatement**

85 A former member shall be reinstated to membership by the chapter receiving the request.

86

87 **ARTICLE IV FINANCES**

88 **Section A. Annual Dues**

89 Each active, collegiate and reserve member shall pay annual dues.

90 1. State organization dues shall be an amount determined in accordance with the

91 Washington State *Standing Rules*.

92 2. Chapter dues shall be an amount determined in accordance with the rules set by the

93 chapter.

- 94 3. A chapter may choose to waive chapter dues for a member who has financial need and
 95 may accept confidential donations from other members.
 96 4. State dues may be increased one year after the international dues are increased for COLA
 97 (Cost of Living Adjustment) at the same COLA amount as International OR by a two-
 98 thirds (2/3) majority vote of members present at the state convention for unique state
 99 needs.

100 **Section B. Fees**

- 101 1. Scholarship Fee: Each active and reserve member shall pay annually a scholarship fee
 102 with her dues.
 103 2. Honorary Fee: The initiating unit of the Society shall pay a one-time fee for each
 104 honorary member at the time of induction.
 105 3. Any member who wishes to receive a mailed copy of the state newsletter must complete
 106 an application, include the current fee, and send to the state treasurer.

107 **Section C. Payment of Dues and Fees**

- 108 1. The membership year is July 1-June 30. A member shall pay annual dues to the chapter
 109 treasurer, and fees no later than June 30 for the following fiscal year.
 110 2. New members shall become members when dues are paid. New members who join
 111 between July 1 and Decembers 31 shall pay full international and state dues and scholarship
 112 fee for the current year. New members who join between January 1 and March 31 shall pay
 113 half of the international and state dues and fees. New members joining between April 1 and
 114 June 30 shall pay full international and state dues and scholarship fee for the ensuing year.
 115 Reinstated members shall pay full annual international and state dues and scholarship fee
 116 whenever reinstated. Each chapter will determine if their chapter dues will be adjusted.
 117 3. The international portion of the dues and fees shall be sent between July 1 and September
 118 30. Immediately thereafter, the state organization and international portions of the dues and
 119 fees shall be sent to the state organization treasurer and International.
 120 4. A member who fails to complete payment of international dues shall be dropped
 121 as of October 1, but may apply for reinstatement.

122 **Section D. Financial Assessments**

123 Financial assessments may be levied *only* by the chapter.

124 **Section E. Other Income**

125 The Society shall receive and utilize income from sources other than dues and fees —
 126 including (but not limited to) gifts, bequests, and royalties — in accordance with policies in
 127 the Washington State Organization *Standing Rules* or as determined by the Executive
 128 Committee.

129 **Section F. State Funds**

- 130 1. The Available Funds shall be the operating fund and shall require a budget.
 131 2. The Washington State Organization Scholarship Fund
 132 a. The State shall maintain a scholarship fund (known as WSO Scholarship) for the
 133 benefit of members. *Note: The scholarship fee paid by members shall be deposited in*
 134 *this account [Int. Const. Article IV F 2b] only for the benefit of chapter members. A*
 135 *chapter may maintain a scholarship/grant-in-aid fund—combined or separate. Grants-*
 136 *in-Aid, not funded by the scholarship fee, may be given to members or non-members.*
 137 b. The scholarship fee paid by a member shall be divided as follows:
 138 (1) one hundred percent (100%) to the state organization fund if the chapter does not
 139 maintain a chapter scholarship fund for members or twenty percent (20%) to the
 140 state organization if the chapter does maintain a chapter scholarship fund.
 141 (2) eighty percent (80%) retained by the chapter having a chapter scholarship fund.

- 142 c. Rules governing the scholarship fund shall be recommended by the
 143 Scholarship Committee and approved by the State Executive Board.
- 144 d. At least once every four years, the committee shall provide for a larger
 145 scholarship for a DKG member to receive DKG parliamentary procedure
 146 training when offered, take the test, and agree to serve the state (if
 147 appointed) for a minimum of two terms.
 148
- 149 3. The Available Fund Reserve for WSO
- 150 a. State organizations without a headquarters building are not required to maintain
 151 a permanent fund; but are required to maintain an Available Fund Reserve. These
 152 state organizations without a headquarters building shall set aside up to twenty-
 153 percent (20%) of their state organization dues until the total of the Available Fund
 154 Reserve equals one year's operating expenses at which time the state organization b
 155 executive board may reduce or discontinue further allocations.
- 156 b. The Available Fund Reserve may be used at the discretion of the state organization
 157 executive board.
- 158 4. The Rachel Royston Permanent Scholarship Foundation, also referred to as "RRPSF"
- 159 a. The RRPSF of the State is incorporated by the State of Washington under its own
 160 charter.
- 161 b. A five (5) members Board of Trustees administers the fund; each member serving five
 162 -year term. One candidate is nominated by the Nominations Committee and elected
 163 annually by the Executive Board. This forms a membership rotation on the board.
- 164 c. Contributions are received from members and non-members.
- 165 d. Scholarships are awarded annually to women educators who are Washington
 166 State residents, members or non-members.

167 **Section G. Financial Accounting**

- 168 1. The fiscal year of the State shall be July 1 – June 30 inclusive.
- 169 2. The Available Fund budget shall be prepared annually by the Finance Committee with
 170 input from committee chairs and the Executive Committee. The budget shall enumerate
 171 sources of dues and non-dues revenue. The proposed budget shall be reviewed by the
 172 Executive Committee and approved by the Executive Board.
- 173 3. All expenditures must be approved by the state president.
- 174 4. The financial records of the State shall be reviewed annually by an ad hoc committee
 175 appointed by the president. The state treasurer will make available a record of all
 176 receipts, bills, and bank statements.
- 177 5. Reimbursement shall be provided for state leaders as specified in the Washington State
 178 Organization *Standing Rules*.
 179

180 **ARTICLE V ORGANIZATION**

181 **Section A. Levels of Organization**

182 The business of the Society shall be conducted at the chapter, state, and international levels.

183 **Section B. Chapter Level**

- 184 1. New chapters shall be organized according to the Washington State Organization
 185 *Standing Rules* with no fewer than twelve (12) members. The Society shall grant the
 186 charter.
- 187 2. Charter members shall be those who become members of the chapter at the time of
 188 installation of the chapter. Any member who transfers her membership to the new chapter
 189 at the time of its installation becomes a charter member of the new chapter.

- 190 3. Each chapter shall have chapter rules that are consistent with the International
 191 *Constitution* and *International Standing Rules* and the Washington State Organization
 192 *Bylaws* and *Standing Rules*.
- 193 4. Area coordinating councils may be organized in areas where several chapters exist.
 194 a. Members include the appointed liaisons and two representatives from each chapter in
 195 the area, one of which may be the chapter president.
 196 b. The purpose of each council is to plan activities for the benefit of all chapters and
 197 members within its area.

200 **ARTICLE VI OFFICERS**

201 **Section A. Officers**

202 1. State Organization Officers

203 The state organization officers, all of whom must be members of the Society, shall be
 204 a president, a first vice-president, a second vice-president, and a secretary,
 205 (elected by the convention), as well as a treasurer, and an executive
 206 secretary (approved by the Executive Board). A parliamentarian (member or non-
 207 member) shall be appointed by the president.

208 2. Chapter Officers

209 Chapter officers, all of whom must be members of the Society, shall be a president, a
 210 vice-president, a secretary (all elected), a treasurer (selected by the Executive Board),
 211 plus the option of a second vice-president and/or a corresponding secretary (both elected).

212 Chapters who determine it to be in the best interest of the chapter may elect to have co-
 213 officers in any of the above stated positions except treasurer.

214 3. State and Chapter Officers: Members may not hold more than one state or one local 215 chapter office at a time.

216 **Section B. Duties**

217 1. The State President

218 a. The president at the state shall

- 219 (1) act as chair of the State Executive Committee, Advisory Council, and Executive
 220 Council as well as chair of the Executive Board and Convention;
 221 (2) serve as a member of the International Executive Board;
 222 (3) appoint standing and special committees, e.g., ad hoc task forces, area liaisons,
 223 and a state store manager;
 224 (4) take action, with the advice and approval of the Executive Committee or of the
 225 Executive Board, on matters which cannot be deferred until the next convention
 226 or meeting;
 227 (5) execute, with the executive secretary or treasurer, legal documents pertaining to
 228 the organization. A legal document may be executed only when authorized by the
 229 state convention or Executive Board;
 230 (6) initiate recommendations to the Executive Committee, Executive Council,
 231 Advisory Council, Executive Board, and the Convention; and
 232 (7) be responsible for providing leadership development within her state organization.

233 b. The State and Chapter Presidents shall

- 234 (1) act as presiding officer at regular and specially called meetings, as well as direct
 235 the activities of the organization;
 236 (2) act as chair of the Executive Board;
 237 (3) serve as members of the state Executive Board;
 238 (4) appoint a parliamentarian;

- 239 (5) appoint standing and special committees;
- 240 (6) serve as member ex officio, with vote, on all committees except nominations;
- 241 (7) approve for payment all expense claims;
- 242 (8) approve publications;
- 243 (9) fill by appointment all unexpired vacancies in office; and
- 244 (10) represent the Society at meetings, conferences, and other events.
- 245 2. The Vice-Presidents
- 246 a. The first vice-president shall
- 247 (1) serve as presiding officer in the absence of the president. In the event of the
- 248 resignation or death of the president, the first vice-president shall succeed to the
- 249 presidency and serve until the next regular election of officers;
- 250 (2) serve as the chair of the Educational Excellence Committee;
- 251 (3) facilitate the committees' development of action plans for each year of the
- 252 biennium with final approval by the Executive Committee/Board; and
- 253 (4) perform such other duties as the president or the Executive Board shall assign to
- 254 her.
- 255 b. The second vice-president shall
- 256 (1) serve as presiding officer in the absence of both the president and the first vice-
- 257 president. In the event of the resignation or death of either the president or the first
- 258 vice-president, she shall succeed to the office of first vice-president and serve until
- 259 the next regular election of officers;
- 260 (2) serve as chair of the Membership, Expansion/Dissolution Committee; and
- 261 (3) perform such other duties as the president or the Executive Board shall assign to
- 262 her.
- 263 3. The Secretary shall
- 264 a. keep minutes of each meeting of the organization. The minutes of fall board and
- 265 convention will be sent by the state secretary to the Minutes Review Committee within
- 266 two (2) weeks of the meeting. Upon receipt of corrections from the committee, the state
- 267 secretary shall make revisions, and then distribute the minutes to the appropriate
- 268 members (Executive Board and convention minutes to executive board members, state
- 269 committee members, and the state Webmaster to post on the website). Minutes of other
- 270 state meetings will be sent, within two (2) weeks, to the president and respective
- 271 attendees of those meetings for review. The secretary will then make revisions as
- 272 directed by the president; and
- 273 b. prepare and share correspondence as needed.
- 274 4. The Executive Secretary shall
- 275 a. train the incoming executive secretary during the final year of the term;
- 276 b. assist the secretary as directed by the president and the Executive Board;
- 277 c. receive for safe keeping, original copies of all state minutes;
- 278 d. retain the electronic master copy of each decade;
- 279 e. maintain a file for each decade of minutes and all other permanently valuable
- 280 documents of the state organization;
- 281 f. prepare all state contracts and oversee facility requirements for all state
- 282 meetings;
- 283 g. attend the required international leadership training and the International Executive
- 284 Board meeting;
- 285 h. produce annually the *State Directory*; and
- 286 i. perform such duties as assigned by the president.
- 287 5. The Treasurer shall

- 288 a. at each level
 289 (1) receive and pay out all monies belonging to the organization;
 290 (2) keep an accurate account of receipts and expenditures;
 291 (3) maintain a record of receipts, bills, and bank statements;
 292 (4) present a report at each regular meeting;
 293 (5) file required tax reports (Form 990 e-postcard);
 294 (6) submit for annual audit/financial review accounts of the organization;
 295 (7) serve as a member ex officio, without vote if under remunerative contract for her
 296 services, on the respective executive board;
 297 (8) serve as a consultant in the process of budget development and supervision
 298 of finances; and
 299 (9) maintain an accurate and current membership roster.
 300 b. State organization treasurers shall be bonded with the amount set aside and paid by the
 301 state organization.
 302 c. The state treasurer shall serve as treasurer for Fall Board, Convention, and all
 303 special retreats (Creative Arts, Leadership, etc.).
 304 d. The chapter treasurer shall follow appropriate procedures to ensure the safety and
 305 proper handling of chapter monies as established by the chapter finance committee.
 306 6. The Parliamentarian at each level shall
 307 a. act as advisor to the officers and to the members in matters pertaining to
 308 interpretation of the International *Constitution* and *Standing Rules*,
 309 *Washington State Bylaws* and *Standing Rules*, and to parliamentary usage;
 310 b. serve as a member ex officio, without vote, on the respective Executive Board and
 311 the Executive Committee; and
 312 c. serve as a member ex officio, with vote, on the Bylaws Committee.
 313 7. The Immediate Past President shall serve as
 314 a. U.S. Forum Representative;
 315 b. Achievement Award Special Committee chair;
 316 c. Membership, Expansion / Dissolution Committee member and
 317 d. Advisor to the Executive Committee.
 318 e. Facilitator of committee action plans (which are then submitted to the
 319 current president for approval).

320 **Section C. Election and Term of Office**

- 321 1. State organization
 322 a. The state president, vice presidents, and secretary shall be elected by the state
 323 convention in odd-numbered years.
 324 b. The term of each elected officer shall be two (2) years or until a successor is named.
 325 No one may serve in the same office longer than two (2) terms in succession. Officers
 326 shall take office on July 1 following their election.
 327 c. The treasurer and the executive secretary shall be selected every four (4) years or until
 328 a successor is named by the Executive Board. The ad hoc committee shall recommend
 329 to the Executive Board a candidate for their approval.
 330 d. New state treasurers and new state executive secretaries will have one year of training
 331 before their term begins. The candidate may only serve two terms in succession. They
 332 will take office on July 1 following their election.
 333 e. The state officers, as designated above, shall serve as the Executive Committee.
 334 2. Chapter
 335 a. The chapter officers, except the treasurer, shall be elected in even-numbered years.
 336 b. The term of each elected officer shall be two (2) years or until a successor is named.

337 It is recommended that no officer except the treasurer may serve in the same
 338 office longer than two (2) terms in succession. Officers shall take office
 339 on July 1, following their selection.

340 c. The treasurer shall be selected by the Executive Board each biennium.

341 **Section D. Vacancies**

342 In the event that a member holding an elective or appointed position at the state or chapter
 343 level is unable to perform her duties, the position shall be declared vacant by the respective
 344 officer, and a successor named by the state or chapter president.

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349 **Article VII BOARD AND EXECUTIVE COMMITTEE**

350 **Section A: State Executive Board**

351 1. The members of the state Executive Board shall be the elected officers, the immediate
 352 past state president, and the chapter presidents. The treasurer, executive secretary, and
 353 the parliamentarian shall be members ex officio--the parliamentarian and executive
 354 secretary without vote, and the treasurer also without vote if under remunerative contract
 355 for her services.

356 2. The State Executive Board shall

357 a. recommend policies and procedures for consideration by the state convention or
 358 the chapters;

359 b. examine, modify--if necessary, and adopt the state budget;

360 c. select an executive secretary, treasurer, and other such personnel as may be
 361 needed and assign their duties;

362 d. establish the procedures for budget development and approval for the
 363 supervision of state finances;

364 e. approve dates and sites of state meetings;

365 f. act in the interim between conventions upon matters requiring immediate
 366 decision;

367 g. review proposals for amendments or revision of the bylaws and standing rules;

368 h. provide for balloting on state and international issues by electronic or other
 369 appropriate methods; and

370 i. suggest items for executive board meetings.

371 3. Washington State's Executive Committee composed of the elected officers shall act on
 372 behalf of the Executive Board between board meetings.

373 **Section B. State Executive Committee**

374 The Executive Committee shall be the elected state officers, the immediate past president,
 375 the state treasurer, the executive secretary and the parliamentarian. The executive secretary
 376 and the parliamentarian shall be members ex-officio without vote.

377 The Executive Committee shall

378 a. meet as needed for planning and decision-making;

379 b. act in matters requiring action and decisions between state Executive Board
 380 meetings;

381 c. recommend policies and procedures for consideration by members;

382 d. establish rules for state budget development and approval; and

383 e. may provide participatory workshops (if funds are approved) in four (4) Washington
 384 quadrants with input from the quadrants' chapter presidents. State
 385 leaders may provide workshops for two (2) quadrants each year.

386 **Section C. State Advisory Council**

387 The advisory council is comprised of past state presidents and meets annually at the request
 388 of the state president to provide feedback and advice to the executive committee. Other
 389 responsibilities may include serving on ad hoc committees, chapter support, and other
 390 activities when requested by the president.

391 **Section D. Executive Council**

- 392 a. The Executive Council shall be composed of all state officers, all state committee
 393 chairs, all liaisons, and such other members as the president may designate.
 394 b. The purposes of the council shall be to
 395 (1) serve as an avenue of communication between the president, the
 396 officers, the committee chairs and any others who are deemed
 397 necessary by the president to carry out the work of the State; and
 398 (2) develop, implement, and evaluate progress toward the state goals.

399 **Section E. Chapter Executive Board**

- 400 1. The chapter executive board shall include the elected officers, the immediate past
 401 president, and such other voting members as shall be determined by the chapter. The
 402 treasurer and the parliamentarian shall serve as members ex officio--the parliamentarian
 403 without vote, and the treasurer without vote if under remunerative contract for her
 404 services.
 405 2. The chapter executive board shall
 406 a. select the treasurer for the biennium;
 407 b. act in matters requiring action and decision between chapter meetings;
 408 c. recommend policies and procedures for consideration by members; and
 409 d. establish rules for budget development and approval and for the supervision of
 410 chapter finances.

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ARTICLE VIII COMMITTEES

413 **Section A. Committee Structure**

- 414 1. State committees (Chapters may modify the committee structure to meet their local
 415 needs as long as the state and international duties are clearly designated in the chapter
 416 structure and the titles used.)
 417 a. Standing committees
 418 (1) Society Business
 419 (a) Bylaws and Standing Rules
 420 (b) Communications and Marketing
 421 (c) Finance
 422 (d) Leadership Development
 423 (e) Membership, Expansion/Dissolution (state committee only)
 424 (f) Nominations (elected)
 425 (2) Society Mission and Purposes
 426 (a) Educational Excellence
 427 (b) Education Policy/Legislation
 428 (c) Scholarship
 429 b. Elected committees
 430 (1) The state Nominations Committee shall be elected by the Executive Board.
 431 (2) The composition of the nominations committee shall be specified in the
 432 committee description. A member shall serve no more than three consecutive
 433 years.

- 434 c. Appointed committees: All other committee chairs and members are appointed by
 435 the president.
- 436 (1) Each appointed committee member shall serve no more than two (2) consecutive
 437 terms on the same committee.
- 438 (2) Each committee shall be composed of a maximum of two (2) members and the
 439 chair, except the Educational Excellence Committee (EEC).
- 440 (3) Special committees or ad hoc task forces may be appointed by the president at
 441 any time with the written/electronic permission of the executive board. This
 442 authorization may be given at any time during the biennium. No expenses may
 443 be incurred for said committees unless budgeted or specifically designated by the
 444 Executive Committee with input from the Finance Committee.
- 445 (4) An election committee shall be appointed by the president at the state meetings
 446 to count written ballots in the event that two (2) or more nominees are on the
 447 ballot for a single office. The committee shall be responsible for the distribution,
 448 collection, tally of the ballots, and reporting the results to the executive board or
 449 convention
- 450
- 451 2. Committee responsibilities for all state committees
- 452 a. The work of each committee is under the direction of the committee chair that
 453 develops the agenda, orients the committee to its responsibilities, presides at the
 454 meetings, and keeps committee members informed of committee progress.
- 455 b. Overall responsibilities of each committee shall be given in the committee description.
 456 Detailed duties shall be specified in the *Washington Bylaws* and *Standing Rules*.
- 457 c. Action plans shall be developed by the committee and approved by the state president.
 458 Any proposed committee projects outside of the committee's budget allocation shall be
 459 considered by the Executive Committee and, if recommended, shall be sent to the
 460 Finance Committee for budget revision. Budgetary changes must be approved
 461 electronically (or by other means) by the Executive Board.
- 462 d. Committees shall annually submit action plans within their approved budget for
 463 Executive Committee approval. Vouchers with receipts for all expenses incurred in the
 464 performance of committee duties shall be submitted to the committee chair and then to
 465 the state president for approval.
- 466 e. Official committee meetings may be face-to-face or through electronic
 467 communications. The mode of each meeting shall be set by the chair as authorized in
 468 the budget. The state president must approve exceptions.
- 469 f. All committee matters requiring immediate committee action may be voted upon by
 470 mail (postal or electronic) if a valid vote can be received. A majority vote of
 471 committee members shall be required for action.
- 472 g. The president or her designee shall serve as a member ex officio, with vote, of all
 473 committees except the Nominations Committee, unless otherwise designated in the
 474 committee description.
- 475 h. In their final report, committees shall document their actions with measurable impact,
 476 when possible. State and chapter committee chairs and liaisons shall complete their
 477 reports **on time**.
- 478 i. State committees are expected to attend Fall Executive Board and the chair is expected
 479 to attend the convention with defined state financial support. Committee chairs
 480 reimbursement for Fall Executive Board and convention includes early registration,
 481 scheduled meals, mileage at smallest rate, and one-half (1/2) of double occupancy
 482 lodging. Fall Executive Board reimbursement for committee members include one

483 scheduled meal, mileage at lowest rate, and one-half (1/2) of double occupancy
 484 lodging. Committee members are not reimbursed for the state convention unless the
 485 entire committee is called by the state president to attend the state meeting for a
 486 specific purpose. Then members will be reimbursed for the same items as the Fall
 487 Board.

488 3. State organization and chapter

489 a. The state and chapters shall be responsible, at respective levels, for any state and/or
 490 chapter duties represented by the international committee descriptions. [*Constitution*,
 491 Article VIII, Sections B and C]

492 b. The state and chapters may fulfill their constitutional responsibilities by establishing
 493 committees as needed.

494 c. Reports requested from state organizations and chapters shall be submitted in the
 495 format specified by Society Headquarters.

496 **Section B Society Business**

497 1. Communications and Marketing

498 a. The committee shall include a committee chair with expertise in communication, the
 499 state editor of the *Washington State Organization News* (WSO) and the state
 500 webmaster, all of whom will serve as co-chairs of the committee and shall receive
 501 reimbursement commensurate with chairs as stated in *Washington Bylaws* Article VIII
 502 Committees, Section A 3i.

503 b. The committee is to link member-to-member, chapter-to-state, and the state-to-
 504 international; to encourage communication with external groups; and to suggest ways
 505 to market and promote the Society.

506 c. The committee shall be responsible for keeping an up-to-date roster of all members of
 507 our state organization for such purposes as electronic mailings.

508 d. The committee shall evaluate the effectiveness of state and chapter publications and
 509 report its effectiveness to the Executive Committee after the first year of each
 510 biennium and at the end of the biennium.

511 e. The committee shall oversee the state website and provide training for chapter editors
 512 and web masters.

513 f. The Communications and Marketing Committee will manage any electronic media
 514 approved by the State Executive Committee.

515 2. Bylaws and Standing Rules

516 a. The committee shall receive all proposals for amending Washington State
 517 Organization's *Bylaws*, make recommendations for changes to the executive
 518 committee, and submit them to the newsletter editor for publication in the Winter
 519 newsletter. They must not be in conflict with International governing documents and
 520 parliamentary procedure. The *Bylaws* proposals will be presented to the state
 521 convention for two-thirds (2/3) vote. The *Standing Rule* proposals shall be reviewed
 522 by the committee and shall make recommendations for changes to the executive
 523 committee, and submit them to the newsletter editor for publication in the Winter
 524 newsletter. They must not be in conflict with International governing documents and
 525 parliamentary procedure. The proposals will be presented to the state convention for a
 526 majority vote.

527 b. Notification of proposed bylaws changes shall be published no later than the Winter
 528 issue of the *Washington State Organization News* and published on the state website.
 529 After the convention and prior to June 10, the committee shall ascertain that the
 530 bylaws and standing rules are in concordance, and then the final changes will be
 531 printed/electronic in the next state newsletter after the convention.

- 532 c. The state Executive Secretary shall print the final state governing documents for the
 533 Executive Council for the transition meeting and Fall Executive Board. Electronic
 534 copies will be available on the state website.
- 535 d. The parliamentarian shall serve as a committee member with a vote.
- 536 e. The committee shall submit the Washington State Organization's *Bylaws* and *Standing*
 537 *Rules* to the International Constitution Committee whenever changes have been made
 538 and with the changes marked.
- 539 f. Changes in the Washington State Organization's *Bylaws* and *Standing Rules*
 540 necessitated by amendments to the DKG *Constitution* and/or *International Standing*
 541 *Rules* shall be made by the state Bylaws and Standing Rules committee, shared with
 542 the Executive Committee, and then reported to our membership via email and on the
 543 WSO website within two months after the revised international documents are made
 544 available. In following this format, the state organization (Executive Board) will not
 545 need to approve each change individually.
- 546 g. Once each biennium, chapter rules shall be reviewed for consistency with international
 547 and state governing documents. Revisions necessitated by amendments to the DKG
 548 *Constitution* and/or *International Standing Rules* may be made to chapter rules by the
 549 chapter's Chapter Rules committee and then shared with chapter members via
 550 electronic means. Brief discussion and/or clarifications will be provided at the next
 551 chapter business meeting and a consent vote taken. A digital copy of the updated
 552 chapter rules will then be sent to the State Bylaws and Standing Rules chair.
- 553 3. Finance
- 554 a. The committee shall be composed of three (3) members, with the president and
 555 treasurer serving as ex officio members with vote, and the executive secretary serving
 556 as a consultant.
- 557 b. The committee shall propose guidelines, prepare the Available Fund Budget, and
 558 provide an annual financial review. The budget shall be submitted to the Executive
 559 Board for approval.
- 560 4. Leadership Development
- 561 a. The committee shall be composed of past state presidents and/or other state leaders.
- 562 b. The committee is responsible for leadership development and shall provide training
 563 sessions for state and chapter leaders in concert with the Executive Committee.
- 564 c. The committee shares responsibility with the International Leadership Development
 565 Committee for leadership development of state organization and chapter leaders.
- 566 5. Membership, Expansion/Dissolution
- 567 a. The second vice-president shall serve as chair of the membership committee.
- 568 b. The committee shall study and make recommendations to the Executive Committee
 569 related to membership issues and challenges.
- 570 c. Necrology and membership reports shall be the responsibilities of the committee.
 571 The Celebration of Life Ceremony shall be directed by the committee.
- 572 d. The committee shall receive and evaluate recommendations of persons proposed for
 573 honorary membership and submit the names of qualified candidates to the state
 574 executive board for vote.
- 575 e. The committee chair shall attend the regional conference to receive membership
 576 training.
- 577 f. The committee shall provide training sessions for chapter membership chairs.
- 578 g. The committee shall correspond with state members who are not affiliated with a
 579 chapter at least twice annually.

- 580 h. The immediate past president shall serve as a member of this committee. If needed, the
 581 chair will collaborate with the membership chair and the appropriate area liaison.
 582 i. The committee, in consultation with the state president and executive secretary, shall
 583 be responsible to promote state expansion of new chapters.
 584 j. The committee of three, in consultation with the Executive Committee, shall provide
 585 support and assistance to local chapters to avoid dissolution.
 586 k. The chair shall report the committee's recommendation for chapter dissolution to the
 587 Executive Board for action. The committee shall retrieve the Society charter and
 588 paraphernalia as listed in the international documents and any remaining funds shall be
 589 submitted to the state treasurer. The state treasurer must receive a chapter budget with
 590 a zero balance prior to dissolution.

591 6. Nominations

- 592 a. The elected committee shall solicit nominees by print and electronic means for the
 593 positions to be filled at the subsequent state convention.
 594 b. The Nominations Committee shall present in election years the report of nominees for
 595 publication no later than the Winter issue of the *WSO News* and published on the state
 596 website. The convention report shall contain the name of at least one (1) or more
 597 nominees for each of the following: president, first vice-president, second vice-
 598 president, and secretary. The report to the Executive Board shall include vacancies
 599 occurring on the Nominations Committee and the Rachel Royston Permanent
 600 Scholarship Foundation.
 601 c. The committee shall present its report of state nominees to the convention.
 602 Nominations may be made from the floor.
 603 d. The committee shall follow the eligibility, qualifications, and guidelines for selecting
 604 nominees as set forth in the *International Constitution* and the *International Standing*
 605 *Rules*.
 606 e. The committee shall prepare the ballots for the elections committee to distribute.
 607 Ballots must provide sufficient space for nominations from the floor.

608 **Section C. Society Mission and Purposes Committees**

609 1. Educational Excellence (EEC)

- 610 a. The committee shall be composed of the first vice-president as chair and three (3)
 611 committee members.
 612 b. The committee programs and projects shall: support professional development and
 613 personal growth; encourage service, global awareness, social justice, and equity; and
 614 advance excellence in education.
 615 c. The committee shall support programs that promote the Purposes and Mission of the
 616 Society.
 617 d. The EEC chair shall attend the international program training.
 618 e. The committee shall provide training and program ideas for chapters.

619 2. Education Policy/Legislation

- 620 a. The committee shall be comprised of three (3) members. The chair, a member -at-
 621 large and the third member shall be the U.S. Forum representative.
 622 b. This committee shall support advocacy for women, children, and educational issues
 623 as well as collaborate with the EEC.
 624 c. This committee shall promote involvement in non-partisan legislation about women,
 625 children, and educational topics.
 626 d. The committee shall provide timely non-partisan legislative electronic communication
 627 to members to encourage member involvement.

628 3. Stipend and Scholarship Committee

- 629 a. The committee shall promote the collection of stipend and/or scholarship funds and
- 630 the recipients of the Washington (WSO) stipend and or scholarships.
- 631 b. The committee shall provide information to chapters on the stipend/scholarship
- 632 process for members.
- 633 c. The committee shall encourage members to contribute to the International World
- 634 Fellowship Fund through the International Educational Foundation (IEF) and provide
- 635 recipient information to members for their participation/support of all World
- 636 Fellowship recipients.

637 **Section D. Special Committees**—Special committees shall be appointed by the president as
 638 authorized. After submitting the final report to the body that authorized it, the committee
 639 shall be dissolved.

- 640 1. **Financial Review Committee:** An ad hoc three-member (3) committee appointed by the
- 641 president shall be composed of a chair and two (2) other members to conduct the annual
- 642 financial review of the treasurer’s records.
- 643 2. **Minutes Review Committee:** The state president will appoint an ad hoc three (3)
- 644 member committee called Minutes Review Committee from the body attending the
- 645 Executive Board and the convention, to review the minutes. Within two (2) weeks, the
- 646 committee and state president will review the minutes, the noted corrections will be sent
- 647 to the state secretary for revision; the state secretary shall then distribute the minutes.
- 648 3. **Election Committee:** An ad hoc three-member (3) committee shall be appointed by the
- 649 president from the body attending the Executive Board and/or the convention to serve in
- 650 the event two (2) or more candidates are nominated for any elective position. In such
- 651 instances the committee will be responsible for distributing, collecting, and tallying
- 652 ballots as needed.
- 653 4. **Ad Hoc Committee for the Selection of the Treasurer and Executive Secretary:** One (1)
- 654 year prior to the expiration of their term, an ad hoc committee will be appointed to
- 655 receive applications for the positions of treasurer and executive secretary. Nominees
- 656 shall be screened, and the committee shall recommend a candidate for the position to the
- 657 Executive Board for approval. (This provides a year for orientation for the member.)
- 658 5. **Strategic Action Plans:** The state shall develop a long-range strategic action plan. The
- 659 state president shall appoint an ad hoc committee to develop a plan for continuous
- 660 improvement. The committee will report to the Executive Committee, the Executive
- 661 Board and the committee chairs. The plan shall be subject to Executive Board approval.
- 662 Goals will be assigned for implementation. Information will be evaluated and
- 663 summarized for the Executive Board. Changes to future actions will be based upon the
- 664 data.
- 665 6. **Rainbow Lodge Retreat:** An ad hoc committee may be formed to present a leadership
- 666 development and personal growth retreat for members and potential members every
- 667 other year when authorized by the Executive Board.
- 668 7. **Creative Arts Retreat:** An ad hoc committee may be formed to present a retreat for
- 669 members and potential members to celebrate and encourage the arts every other year
- 670 when authorized by the Executive Board.

671
 672 **ARTICLE IX. LIAISONS**

673 **Section A. Area Liaison**

- 674 1. All area liaison representatives shall be appointed by the president and serve a
- 675 two-year (2) term consistent with the biennium in which they were appointed.
- 676 2. An area liaison may be re-appointed to successive terms.

677 3. Area liaisons shall be reimbursed for Convention and Executive Board in the same
 678 manner as committee chairs. [See SR 3.65 b.] There is no state reimbursement for
 679 attending one's own area workshop.

680 **Section B. Duties**

- 681 1. All area liaisons shall communicate with chapters on a regular basis.
 682 2. Liaison shall serve as a resource and visit when possible all chapters in their areas.
 683 3. Liaisons shall attend their area workshop, area coordinating council, and any quadrant
 684 state workshop.
 685 4. Liaisons shall collaborate with the Membership, Expansion/Dissolution Committee and
 686 the Executive Committee, as needed.
 687 5. Liaisons shall assist the executive secretary in collecting current, accurate
 688 information from the chapters for the state directory in a *timely* manner.
 689 6. Liaisons shall provide support for hosting area workshops, quadrant, and state meetings.
 690 7. Liaisons shall network with other area liaisons to provide inspiration and support.
 691 8. Liaisons shall provide training and the turnover of documents to the newly-
 692 appointed successor.

693

694

695 **Section C Art/ Music Liaison**

696 In coordination with the president, the Arts/Music Liaison shall facilitate the music for
 697 state meetings with reimbursement commensurate with that of a committee chair. The
 698 liaison may appoint a person to facilitate an art gallery, etc. upon approval of the state
 699 president.

700 **Section D Technology Liaison**

- 701 1. The Technology Liaison shall be appointed by the president to serve the needs of
 702 state meetings and to report to the Executive Secretary. The technology liaison
 703 shall help facilitate all technical equipment and assist with in-person and virtual
 704 Fall Board, Convention and Quadrant meetings with reimbursement commensurate
 705 with that of a committee chair.

706

707

ARTICLE X. MEETINGS

708 **Section A. State Meetings**

709 1. State Executive Board

- 710 a. Members of the executive board shall include members of the Executive Committee
 711 and chapter presidents. Committee chairs/members, area liaisons, and general
 712 members may attend but have no vote. Voting members of the Executive Board must
 713 make motions.
 714 b. Meetings of the Executive Board shall be held twice annually.
 715 c. Chapter presidents who are unable to attend the state executive board may appoint in
 716 writing an official designee who shall have full privileges of participation. In the
 717 event of an extreme emergency, the requirement for a written signature shall be
 718 waived if verbal approval can be made.
 719 d. A quorum shall be a majority of the voting members of the board. Each voting
 720 member shall be entitled to one (1) vote. There shall be no proxy voting.
 721 e. The Executive Board may transact business by mail or virtually as long as all
 722 participants can hear and participate.

723 2. State conventions

- 724 a. State organizations shall hold at least one (1) state organization convention each
 725 biennium; the date and site to be determined by the Executive Board.

- 726 b. A quorum shall be a majority of the members who have registered at the convention.
 727 c. Any member attending the state convention during the general session, may make
 728 motions, enter discussions, and vote (except in cases where a roll call vote is taken).
 729 d. In the case of a roll call vote, the process shall include
 730 (1) A roll call vote shall be taken when sustained by a majority vote of those present or
 731 when requested by five (5) chapter presidents.
 732 (2) The chapter president or her official representative shall cast a vote for the chapter,
 733 one (1) vote for each five (5) active and reserve members or a major fraction
 734 thereof, of the chapter.
 735 3. Quadrant workshops
 736 The Executive Committee with other state leaders may provide participatory workshops
 737 in four (4) Washington quadrants. They may provide workshops for two (2) quadrants
 738 each year. Expenses are to be paid by the state with support of the area chapters. The
 739 program will have input from the area's chapter presidents so that chapters may be
 740 strengthened through this meeting.
 741 4. Electronic Communications
 742 Washington state and chapters may establish electronic communications in compliance
 743 with the International *Constitution*. The state communications committee shall work
 744 with members and International to keep an updated Washington electronic roster of all
 745 members.

746 Section B. Chapter Meetings

- 747 1. Regular meetings
 748 a. Regular chapter business meetings shall be held at least four (4) times a year.
 749 Additional meetings may be held at the discretion of the chapters.
 750 b. All members being notified, chapter meetings may be face-to-face, through electronic
 751 communications, or through a combination of the two, as long as members present
 752 may simultaneously hear one another and participate during the meeting.
 753 c. A quorum for chapter business meetings shall be determined by the chapter.
 754 (*A quorum is considered to be 51% of the membership unless stated otherwise.*)
 755 d. All members being notified, matters requiring immediate chapter action may be voted
 756 upon by postal, electronic or virtually as long as the communication provides a valid
 757 receipt of each responding chapter member's vote. A majority vote of the chapter
 758 members shall be required for action. Ratification of all voting by mail (postal or
 759 electronic) must be made at the next face-to-face meeting of the chapter.
 760 e. There shall be no proxy voting.
 761 f. Meetings are open to the public, including inductions.
 762 2. Executive Board Meetings
 763 a. Meetings of the Executive Board shall be held at least twice annually. The board may
 764 meet at other times upon the call of the president either electronically or face-to-face
 765 as long as all the members may simultaneously hear one another and participate
 766 during the meeting.
 767 b. A quorum shall be a majority of the voting members of the board.
 768

769 ARTICLE XI. PUBLICATIONS

770 Section A. Publications

771 1. The *Washington State Organization News* will be published four (4) times a year in
 772 electronic form. Members wishing to have the issues mailed may pay an extra-designated
 773 annual fee to the state to cover printing and postage.

774 2. Purpose of *Washington State Organization News (WSO)*

775 a. To provide members with timely information on issues of concern based on the
 776 Society's seven (7) Purposes and including

777 (1. *Washington State Organization Bylaws and Standing Rules*

778 interpretations/explanatory notes;

779 (2.) proposed changes in the *Washington State Organization Bylaws and Standing*
 780 *Rules*;

781 (3.) approved amendments; and

782 (4.) nominations committee reports.

783 b. To promote communications within the State; and

784 c. To focus on Delta Kappa Gamma as an *action* organization;

785 **Section B. Rituals and Ceremonies**

786 Washington State may provide examples of induction and installation ceremonies. These

787 may be adapted to meet needs at the chapter and state level. A Celebration of Life

788 Ceremony will be conducted at each convention.

789

790

791 **Section C. Electronic Communications**

792 Washington State may establish and maintain various types of electronic communications

793 with its members as stated in the *International Constitution*. [Reference WSO SR 9.14]

794

795

ARTICLE XII AWARDS

796 **Section A. State Awards**

797 The State provides an annual achievement award for recognition of outstanding

798 contributions to the Society, education, and community. A member or chapter(s) may

799 nominate candidates for consideration by the Achievement Award Special Committee. The

800 immediate past president will chair this committee and will present the award at the state

801 convention.

802

ARTICLE XIII PARLIAMENTARY AUTHORITY

803 The rules contained in *Robert's Rules of Order Newly Revised* (current edition) shall govern

804 state and chapter proceedings in all cases in which they are applicable and in which this

805 authority is not inconsistent with the *International Constitution*, the *International Standing*

806 *Rules*, the *Washington State Organization's Bylaws*, and *Standing Rules*, or other adopted

807 Society rules, and any statutes applicable to this organization that do not authorize the

808 provisions of the governing documents to take precedence.

809

810

ARTICLE XIV AMENDMENTS

811 **Section A. Amendments to the State Bylaws**

812 1. Proposals for amending the *Washington State Organization's Bylaws* may be submitted

813 on the proposal form to the chair of the Bylaws and Rules Committee by any member,

814 committee, board or chapter each year. The chair shall receive amendment proposal

815 forms within two weeks following Fall Executive Board when possible, with a postmark

816 or electronic date no later than November 1st. All proposals must be accompanied by a

817 statement of fiscal impact on current and future budgets and rationale for the change.

- 818 2. All proposals for amendment or revisions shall be studied by the Bylaws and Rules
819 committee. Fiscal impact should be reviewed by the Finance Committee when
820 appropriate.
- 821 3. Recommendations for change shall be submitted electronically by the state president to
822 the Executive Board for a vote on the proposals by mail (electronic or postal) to
823 recommend to adopt, not to adopt, or not to recommend no later than January 12.
- 824 4. Notification of proposed amendments: All amendments to be voted upon by the
825 convention shall be presented to the membership in printed form no later than the Winter
826 issue of the state newsletter.
- 827 5. Any member, committee, board or chapter that has submitted a proposed amendment or
828 revision which has been rejected must be notified of the rejection and the reason for the
829 action by the state president/designee no later than ten (10) days following the date of
830 rejection or at least seven (7) days prior to the convention.
- 831 6. Any proposed amendment or revision that has been rejected by the Executive Board
832 shall be submitted to a vote of the convention when such a request is made in writing by
833 at least one-third (1/3) or more of the chapter presidents. Such request shall be submitted
834 to the state president.
- 835 7. Approval of two-thirds (2/3) of the votes cast, a quorum being present, shall be required
836 for the adoption of an amendment to the bylaws.
- 837 8. The adopted amendments take effect immediately upon adoption unless a proviso states
838 otherwise.
- 839 9. Under special circumstances and if the Executive Board is notified of the proposal prior
840 to the start of the Executive Board meeting, a rule or portion of the Washington State
841 Organization's *Bylaws* may be suspended for a specific purpose and period of time by a
842 two-thirds (2/3) vote of the members present.
- 843 10. Emergency/Field Test Authority
844 The Executive Committee is authorized to field test new practices or programs mid-
845 fiscal year to respond to changing needs and emergencies. The Executive Board will
846 be asked to support these efforts at their next meeting and suggest any
847 additions/changes as appropriate.
- 848 **Section B. Amendments to the State *Standing Rules***
- 849 1. Proposals for amending the Washington State Organization's *Standing Rules* may be
850 considered at each convention.
- 851 2. Any member, committee, board shall submit proposals to the chair of the Bylaws and
852 Rules Committee, or chapter on forms provided by the Bylaws and Rules Committee.
853 Proposals shall be submitted with a postmark or electronic date no later than November
854 1st.
- 855 3. A rationale and a statement of fiscal impact shall accompany proposals submitted to the
856 committee on current and future budgets, which may be confirmed by the finance
857 committee, if needed.
- 858 4. The state president shall ask the Executive Board members to vote on the proposal to
859 recommend to adopt, not to adopt, or not to recommend prior to being submitted for a
860 vote of the convention.
- 861 5. Proposals will be studied and edited for correct form by the committee before
862 presentation to the Executive Committee for review in January. The state president shall
863 ask the executive board members to vote on the proposal by mail (electronic or postal) to
864 recommend, to adopt, not to adopt, or not to recommend no later than January 12.

- 865 6. The proposer of any change that is rejected must be notified by the state
 866 president/designee no later than ten (10) days following the rejection or at least ten (10)
 867 days prior to the convention.
- 868 7. All proposed changes will be published no later than the Winter issue of the State
 869 newsletter with the recommendation of the Executive Board
- 870 8. Vote for adoption
- 871 a. A standing rule may be amended or rescinded by a majority vote of the convention, a
 872 quorum being present, if the notice of the proposed change has been published in the
 873 state newsletter.
- 874 b. A change that has not been published will require a two-thirds (2/3) vote, a quorum
 875 being present, to be adopted or rescinded.
- 876 9. The adopted change will take effect immediately upon adoption unless a proviso states
 877 otherwise.
 878

879 **ARTICLE XV INDEMNIFICATION**

880 Any director, officer, employee, or agent of the state who has been or is threatened to be
 881 made a party to any threatened, pending or completed action, suit, or proceedings, shall be
 882 indemnified for all expenses and liabilities actually and reasonably incurred in connection
 883 therewith to the extent permitted by Revised Code of Washington.
 884
 885
 886

887 **ARTICLE XVI CONFLICT OF INTEREST**

888 The purpose of this conflict-of-interest policy is to protect the interests of the state when the
 889 state organization is contemplating entering into a transaction or arrangement that might
 890 benefit the private interest of a member of the Executive Board, a state officer, a chapter
 891 officer or a member of a committee with powers delegated to the Executive Board or a state
 892 officer. This policy is intended to supplement but not replace any applicable state and
 893 federal laws governing conflict of interest applicable to non-profit and charitable
 894 organizations. No one in the above roles shall take action for the state if they have any
 895 conflict of interest or would benefit from the transaction.
 896

897 **ARTICLE XVII DISSOLUTION**

898 In the event of a dissolution of

- 899 1. The State organization - the net assets shall be distributed as follows: All liabilities and
 900 obligations shall be paid and satisfied or adequate provision shall be made therefore in
 901 accordance with the Statutes of Incorporation for the State of Washington as they are
 902 applicable. The Executive Board shall determine specific procedures for liquidating
 903 remaining assets and shall supervise disbursement of funds.
- 904 2. The Chapter organization - for dissolution of a chapter, the chapter first must seek
 905 assistance of the state president and the immediate past president who serves as a
 906 member of the Membership, Expansion/Dissolution committee. After assistance has
 907 been given, if the chapter still plans to dissolve the following steps must be followed:
- 908 a. Obtained the approval of the Executive Board.
- 909 b. Consideration shall be given to the manner in which those desiring to maintain
 910 membership transfer to other chapters. International procedures must be followed.

- 911 c. Any remaining funds in the chapter account shall be sent to the state treasurer and
 912 deposited in the available fund. The chapter’s final books must show a zero balance
 913 and a clear listing of all disbursements.
 914 d. Chapter paraphernalia, Society publications, and chapter records shall be retained in
 915 the Washington state archives and made available for use.
 916 e. The charter must be returned to the state’s executive secretary to be forwarded to the
 917 Society Headquarters.
 918 f. The state Executive Board shall decide whether the Greek name shall be reused.
 919

920 **ARTICLE XVIII RACHEL ROYSTON PERMANENT SCHOLARSHIP**
 921 **FOUNDATION**

922 An Enabling Act

923 **Section A.** As a means of furthering the state’s educational purposes, consent is given to the
 924 establishment and operation of an educational foundation to be named, “The Rachel
 925 Royston Permanent Scholarship Foundation.” The Foundation is formed and operated in
 926 such a way that it will be exempt from federal income taxation under the Internal Revenue
 927 code now or which shall hereafter be in effect; and the proper officers of the state are
 928 authorized to advise the Secretary of State of Washington that Alpha Sigma State approves
 929 and consents to the use of such name by said Foundation.

930 **Section B.** Such officers of the Foundation as are or may be designated in the *Rachel*
 931 *Royston Permanent Scholarship Foundation Bylaws* are authorized to act as officers and
 932 trustees of the Rachel Royston Permanent Scholarship Foundation. The Executive Board of
 933 the State is authorized to elect trustees of said Foundation, according to the bylaws of said
 934 Foundation. In the event that no Rachel Royston Permanent Scholarship Foundation officers
 935 are elected, the Washington State officers may act in their place, if authorized by the
 936 Executive Board.

937 **Section C.** This enabling act shall not be subject to revision or amendment. The act shall
 938 become void only upon the dissolution or liquidation of the Rachel Royston Permanent
 939 Scholarship Foundation provided for in Article II, Section 2 Procedures and Limitations of
 940 the Articles of Incorporation of said Foundation:

941 “In the event of dissolution or winding up, the Board of Trustees shall transfer
 942 all the assets of the corporation for identical uses and purposes to the
 943 University of Washington, Seattle, Washington or Washington State
 944 University, Pullman, Washington. In the event of such dissolution and
 945 transfer, the recipient university shall maintain the assets as a perpetual fund,
 946 under the name of the Foundation, and use only the net income therefrom for
 947 the stated purpose.”

948 Adopted by Convention April 2, 2011

949 Amended by Convention 4/18/2015

950 Amended by Convention 4/29/ 2017

951 Adopted by Convention Sept. 29, 2018

952 Amended by Convention 4/13/2019

953 Amended by Virtual Convention 4/30/2021

954 Adopted by Convention 4/29/2023