***SUGGESTED WORDING TO ALIGN YOUR CHAPTER RULES WITH OUR GOVERNING DOCUMENTS.***

*Short List of Articles to update:*

Article III use inducted rather than initiated

 Section B 4 Collegiate members (\*\*see note below)

 Section C

Article IV Finances

 Section B 1

 Section C

 Section F

 Fees info

Article VI Officers

 President Secretary Treasurer -

Article VIII Committees

 Communications and Marketing

 Membership Section A 6c

Article X Meetings

 Section A Chapter Meetings b, d and f

\*\*If your chapter is not near any college or university and you probably won’t have any collegiate members, you might shorten Article III Section B 4 and say something like - Collegiate members shall be undergraduate or graduate students who meet the criteria as stated in the *Constitution*.

**Article III MEMBERSHIP**

**Section A. *Membership Practices***

1. Membership shall be by invitation or transfer. A member inducted into the Society 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. Chapter minutes will reflect the names of members terminated, including the reason and date of termination.

**Section B. *Classification***

1. Collegiate members shall be undergraduate or graduate students who meet the following criteria: a. Undergraduate student collegiate members shall (1) be enrolled in an institution offering an education degree and have the intent to continue academically and professionally in the field of education; and

 (2) be enrolled within the last two years of their undergraduate education degree.

 b. Graduate student collegiate members shall have graduate standing in an institution offering an education degree and have the intent to continue academically and professionally in the field of education. When a collegiate member starts her career as a paid educator, shel will pay active member dues and become an active member. If a collegiate member does not pursue a career as an educator, her membership will expire upon graduation or withdrawal from the education degree program.

 A collegiate member may participate in the activities of the Society except holding office.

 A collegiate member may serve as parliamentarian since the position of parliamentarian is not an elected office.

***Section C. Election***

A candidate for active membership shall be selected by the method established by the chapter’s rules. (e.g. a majority vote of members)

**ARTICLE IV** **FINANCE~~S~~**

**Section B. Fees**

1. Induction Fee: An active member shall pay an induction fee at the time of induction.

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

1. The membership year is July 1-June 30. A member shall pay annual dues and fees no later than June 30 for the following fiscal year.
2. The international portion of the dues and fees shall be sent between July 1 and September 30.
3. For membership or reinstatement commencing between July 1 and December 31, the member shall pay the induction fee (new member only), dues, and scholarship fee for the current year. For membership commencing on or after January 1, the member shall pay one-half of the international membership dues. Chapter and state organization dues may be pro-rated as the chapter/state organization determines.
4. Immediately thereafter, the state organization and international portions of the dues and fees shall be sent in.

 5. A member who fails to complete payment of international dues shall be dropped

 as of October 1. *Proviso: This bylaw will take effect in 2019*

**Section F. State Funds**

2. The State Grant-in-Aid Fund

 b. The scholarship fee paid by a member shall be divided as follows:

 (1) one hundred percent (100%) to the state organization fund if the chapter does not maintain a chapter scholarship fund or twenty percent (20%) to the state organization fund if the chapter does maintain a chapter scholarship fund.

(2) eighty percent (80%) retained by the chapter having a chapter scholarship fund.

**ARTICLE VI** **OFFICERS**

1. The recording secretary shall:
	1. keep minutes of the chapter and Executive Board meetings; minutes will include the names of members terminated, including the reason and date of termination.

5. The Treasurer shall

a. at each level

serve as a member ex officio, without vote if under remunerative contract for her services, on the respective executive board; OR serve as a member ex officio, with vote if not under remunerative contract for her services…

maintain an accurate and current membership roster.

**ARTICLE VIII COMMITTEES**

(1) Society Business

 (a) Bylaws and Standing Rules

(b) Communications and Marketing (several listings as mentioned in your chapter rules)

**ARTICLE X MEETINGS**

**Section B. Chapter Meetings**

1. Regular meetings

b. All members being notified, chapter meetings may be face-to-face, through electronic communications, or through a combination of the two, as long as members present may simultaneously hear one another and participate during the meeting.

 c. A quorum for chapter business meetings shall be determined by the chapter. *(A quorum is considered to be 51%* ***of the membership****, not attendees at a meeting; do the math and select the appropriate % of members who usually attend meetings as your quorum %…) %…) e.g. 20 members 51%=11; 8 regular attendees . . . select your quorum percentage = 40%*

d. All members being notified, matters requiring immediate chapter action may be voted upon by mail (postal or electronic) that provides a valid receipt of each responding chapter member’s vote. A majority vote of the chapter members shall be required for action. Ratification of all voting by mail (postal or electronic) must be made at the next face-to-face meeting of the chapter.

f. Meetings are open to the public, including inductions.

*If your chapter includes the ~~initiate~~ induction fee amount in your chapter rules, here’s the new info. (Many chapters provide this information in the presentation of their annual budget).*

**3.2 Fees**

3.21 I induction Fee

 a. The induction fee per person shall be U.S. Ten and No/100 Dollars ($10.00).

 b. The induction fee shall be allocated

Chapter ………..U. S. Seven and 50/100 ($7.50)

State……………..U.S. Two and 50/100 ($2.50)

<http://www.dkg.org/DKGMember/Resources/2018_Adopted_Amendments.aspx>

Here’s the link to all the amendments (most show changes to the International documents; a few changes for our State *Bylaws* and *Standing Rules* and a few for chapter rules).