

BYLAWS OF RHO CHAPTER HOUSE CORPORATION
OF DELTA TAU DELTA FRATERNITY, INC.

ARTICLE I

NAME

Section 1. The name of the Corporation shall be Rho Chapter House Corporation of Delta Tau Delta Fraternity. The House Corporation can be referred to as the Alumni Board of Rho Chapter of Delta Tau Delta Fraternity.

ARTICLE II

PURPOSE

Section 1. The particular objects for which the corporation is formed are: To promote and further the welfare and the interest of the members of the House Corporation attendant upon a course of study at Stevens Institute of Technology; to encourage sound undergraduate chapter management through advice and counsel, and to provide continuity to undergraduate chapter operations; to coordinate and plan chapter alumni activities and communication, and stimulate interest in chapter affairs; and to provide and maintain a house for the benefit of undergraduate members of Rho Chapter of Delta Tau Delta Fraternity in which they may reside and hold meetings.

ARTICLE III

MEMBERS

Section 1. The members of the Alumni Board shall be the undergraduate and alumni members of Rho Chapter of Delta Tau Delta Fraternity at Stevens Institute of Technology.

Section 2. Members of Rho Chapter House Corporation of Delta Tau Delta Fraternity, Inc. who are known as "alumni members" in good standing under the terms and provisions of the Constitution and Statutory Code of the Fraternity of Delta Tau Delta, shall be alumni members. Membership is for life.

Section 3. Each member of this Alumni Board, present at a duly called meeting, shall be entitled to one vote on any and all questions with the exception of Executive Committee matters and matters deemed by the President of the House Corporation to be voted by the Executive Committee only.

ARTICLE IV

MEETINGS

Section 1. The meetings of the House Corporation shall be held on the Saturday of the Stevens Institute of Technology Homecoming Weekend, on the Saturday of the Spring Alumni Weekend and once in the summer, as declared by the Executive Committee of the House Corporation.

Section 2. Special meetings of the Alumni Board shall be called by the Secretary upon the request in writing of not less than five members of the House Corporation.

Section 3. Written or oral notices of meetings of the House Corporation shall be delivered by the Secretary to the members of the House Corporation at least ten days before the date of the meeting addressed to his last known post office address, email account or called to his last known telephone number as it appears upon the books of the Secretary.

Section 4. Five members shall constitute a quorum, at least three of whom shall be Executive Committee Officers of the Alumni Board.

Section 5. At meetings of the Alumni Board, the order of business shall be as follows:

- I. Roll call of officers
- II. Approval of previous meetings minutes
- III. Officers reports:
 1. President
 2. Chapter Advisor
 3. Vice President
 4. Treasurer
 5. Director of Scholarships
 6. House & Grounds
 7. Rho Chronicle Report
 8. Alumni Relations Report
 9. Social Events Report
 10. RhoDelts.org Report
 11. Secretary
 12. Undergraduate Chapter Report, Chapter President
 13. Faculty Advisor
- IV. Old Business
- V. New Business
- VI. Announcements
- VII. Adjournment

ARTICLE V

OFFICERS

Section 1. On the House Corporation there shall be 11 voting officers. They are: House Corporation President, Vice President, Treasurer, Secretary, Chapter Advisor, House Corporation Director of Scholarship, Faculty Advisor, Alumni Advisor of Alumni Relations, Alumni Advisor of House and Grounds Chapter President, and Chapter Treasurer. This order constitutes the ranking order of the House Corporation Officers.

The following are non-voting positions: Alumni Advisory Team members of: Academics, Community Relations, Finance, Leadership, Life Skills, Membership Education, Public Relations, Recruitment, Risk Management, Ritual, and Alumni Mentors.

Section 2. Executive Committee: The voting House Corporation Officers are (Section 1) House Corporation President, Vice President, Treasurer, Secretary, and Chapter Advisor shall constitute the Executive Committee. Each member of the Executive Committee shall hold one vote. The House Corporation President only votes in a tie.

Section 3. The President shall be the Chief Executive Officer of the House Corporation and Chair of the Executive Committee, and shall execute all contracts and documents required in conducting the business of the House Corporation upon authorization of the Executive Committee. He shall give a State of the Rho Chapter in the Fall Edition of the alumni newsletter, *The Rho Chronicle*.

Section 4. The Vice President shall, in the absence or incapacity of the President, be vested with all the powers and perform all the duties of the President.

Section 5: Alumni Advisor of House & Grounds shall act as the liaison from the House Corporation to the undergraduate chapter regarding housing matters. He shall make recommendations to the House

Corporation on what modifications need to be made to the chapter house. He shall serve as a liaison to the Chapter House Manager for housing matters. He is the Chair of the Housing Committee.

Section 6. The Alumni Advisor of Alumni Relations shall handle all social events for the Alumni Members. He organizes the anniversary banquets and creates possible social functions for Alumni Members to attend during the year. He can appoint chairs to social committees regarding the above matters with those chairs being approved by the Executive Committee.

Section 7. The Secretary shall see that a regular communication is maintained with all chapter alumni, that undergraduate and/or alumni newsletters are regularly published, announcements of chapter alumni activities are made, and other communications including website are maintained. He is the Editor-in-Chief of the newsletter, *Rho Chronicle*. His responsibilities include assigning writers for the newsletter, directing the “content” portion of the newsletter. The Secretary shall keep the minutes of the Alumni Board and Executive Committee. He is responsible to send the completed minutes to all the officers of the Alumni Board in a timely manor.

Section 8. The Treasurer shall have the care and custody of the funds and securities of the Alumni Board. All checks, notes, drafts and orders for payment of money shall be signed by the Treasurer and counter-signed by the President only for expenditures over \$500.00. He shall also advise and assist the Treasurer of the undergraduate chapter in the keeping of undergraduate chapter financial records and the carrying out of its financial policies. The Treasurer shall take charge and execute the annual voluntary dues, or giving program. He shall create fundraisers to benefit the Alumni Board. He will make recommendations to the Executive Committee where the money raised shall be spent.

Section 9. The undergraduate chapter president and treasurer shall follow the rules of their offices as stated in the Constitution and Bylaws of Rho Chapter of Delta Tau Delta Fraternity. They shall act as the voices of the undergraduate chapter at the Alumni Board meetings.

Section 10. The Director of Internet Activities is appointed by the President and is approved by a majority vote of the Alumni Board. His responsibilities include maintaining the Alumni Board’s web page and email distribution list. He reports to the President.

Section 11. The Director of Social Events is appointed by the Vice President of Programming and is approved by a majority vote of the Alumni Board. His responsibilities include assisting the Vice President of Programming in the social activities of the Alumni Board. He shall serve as the liaison to the High Rho for joint social events between the undergraduate chapter and the Alumni Board. He reports to the Vice President of Programming.

Section 12. Duties of the Alumni Advisory Team. The Alumni Advisory Team members may serve as Chairs of committees for major alumni advising activities or special projects, as designated by the Chapter Advisor or House Corporation President.

- Chapter Advisor: Serves as the Chapter Advisor and chair of the Alumni Advisory Team
- Advisor/Academics: Serves as the Academic Advisor and member of the Alumni Advisory Team
- Advisor/Alumni Relations : Serves as the Alumni Relations Advisor and member of the Alumni Advisory Team
- Advisor/Community Relations : Serves as the Community Relations Advisor and member of the Alumni Advisory Team
- Advisor/Financial: Serves as the Financial Advisor and member of Alumni Advisory Team
- Advisor/House & Grounds : Serves as the House and Grounds Advisor and member of the Alumni Advisory Team
- Advisor/Leadership: Serves as the Leadership Advisor and member of the Alumni Advisory Team
- Advisor/Life Skills: Serves as the Life Skills Advisor and member of the Alumni Advisory Team
- Advisor/Membership Education : Serves as the Membership Education and member of the Alumni Advisory Team

- Advisor/Public Relations : Serves as the Public Relations Advisor and member of the Alumni Advisory Team
- Advisor/Recruitment: Serves as the Recruitment Advisor and member of the Alumni Advisory Team
- Advisor/Risk Management : Serves as the Risk Management Advisor and member of the Alumni Advisory Team
- Advisor/Ritual: Serves as the Ritual Advisor and member of the Alumni Advisory Team

Section 13: Alumni Mentor: A mentor is currently defined as an alumnus that serves the undergraduate chapter, in some way, at least once per year.

ARTICLE VI

ELECTION OF ALUMNI BOARD OFFICERS

Section 1. The terms for each Alumni Board Executive Officer will last for a period of four years from date they were sworn into office. The elections will take place the second meeting of the current term, typically in the spring.

Section 2. The following House Corporation officers will be elected at the above stated meeting in this order: House Corporation President, Vice President, Treasurer, Secretary.

Section 3. All ballots for the election will be closed and counted by the current President of the House Corporation. If a candidate runs unopposed then he will be elected to the position unanimously without a vote required.

Section 4. All Director level positions are appointed by the appropriate officers and do not require a vote by the House Corporation members. The House Corporation officers will approve all appointments.

Section 5. All members, undergraduate or alumni, in good standing can vote during the election.

ARTICLE VII

DISSOLUTION

Section 1. Dissolution. Upon dissolution of the House Corporation all assets remaining after payment of the debts and liabilities of the Corporation shall be distributed to Delta Tau Delta Fraternity to be held by it subject to the following terms and conditions:

1. The assets of the House Corporation shall be held by Delta Tau Delta Fraternity as a separate fund thereof for a period of 21 years from the date of receipt.
2. During such period the income of said fund, remaining after payment of the expenses of maintaining said fund, shall be either accumulated and/or expended for such purposes as may qualify as a “set aside” within the meaning of Section 512(a) (3) (B) of the Internal Revenue Code of 1954 as amended and as are deemed advisable by Delta Tau Delta Fraternity in its sole discretion.
3. In the event that a chapter is re-established within such period, the principal of said fund, together with any accrued or accumulated income, shall be distributed for the use of the new Chapter as follows:
 - a. If the alumni association of the Rho Chapter of Delta Tau Delta Fraternity forms a House Corporation for the purpose of holding title to and managing said assets, the assets shall be transferred to this Corporation.

- b. If said House Corporation is not formed within 24 months of the re-establishment of the said Chapter, then Delta Tau Delta Fraternity shall be obligated to form a corporation for the purpose of owning and managing said assets and shall transfer the assets thereto.
- 4. If the Chapter is not re-established within a period of 21 years, said fund shall terminate and the assets of said fund shall become part of the general operating fund of Delta Tau Delta Fraternity.
- 5. Notwithstanding the above, the principal and/or income of said fund shall be first applied to any debts or liabilities of the Rho Chapter House Corporation of Delta Tau Delta Fraternity.

ARTICLE VIII

ADOPTION AND AMENDMENT

Section 1. Adoption: an affirmative vote of a majority attending the meeting of the Rho Chapter House Corporation of Delta Tau Delta Fraternity at which these Bylaws are considered shall be required for adoption, and they shall become effective immediately upon adoption.

Section 2. Amendments: amendments to these Bylaws may be made by the Executive Committee of the Alumni Board upon approval of two-thirds majority present at any meeting at which they are proposed.

ARTICLE IX

HISTORY OF BYLAWS

_____ Date
House Corporation President

_____ Date
House Corporation Secretary