

BY – LAWS
DELTA ALUMNI OF SIGMA PHI DELTA, INC.

ARTICLE 1 – NAME AND PURPOSE

SECTION 1. NAME

The name of this organization shall be Delta Alumni of Sigma Phi Delta, Incorporated, (hereinafter referred to as the Corporation).

SECTION 2. PURPOSE

The purpose of the Corporation is to further the objectives of the International Organization of the Sigma Phi Delta Fraternity (hereinafter referred to as the Fraternity) by maintaining a Chapter House for the Active Members of Delta Chapter of the Fraternity (hereinafter referred to as Delta Chapter), by offering fellowship to members, and by developing continued fraternal spirit among Alumni.

ARTICLE 2 – MEMBERS

SECTION 1. ACTIVE MEMBERS

Active members are those members who maintain contact with the Corporation by mail, electronic mail, or in person at least once every two years.

SECTION 2. HONORARY MEMBERS

Honorary members are those members who are Honorary Members of the Fraternity who have complied with membership requirements in accordance with Section 4.

SECTION 3. FACULTY MEMBERS

Faculty members are those members who have been elected to membership in Delta Chapter while on the Faculty of the University of Illinois, to serve as counselors for Delta Chapter.

SECTION 4. REQUIREMENTS FOR MEMBERSHIP

Any person who has been initiated into Delta Chapter, or any Honorary member of the Fraternity who has been sponsored by Delta Chapter, shall automatically become a member of the Corporation in one of the following manners:

- a) Undergraduate student in good standing with the Fraternity:
 - 1) At such time as he achieves graduate status, or,
 - 2) Failing to achieve Graduate status, at such time as he ceases to be an Active Member of the Delta Chapter.
- b) Any person qualified under paragraph a) above except that he has not been in good standing with the Fraternity:
 - 1) Upon written application to the Corporation at such time as he has re-established good standing.
- c) Faculty Member or Honorary Member sponsored by Delta Chapter:
 - 1) Immediately upon initiation.

Any member of the Fraternity who is in good standing but does not qualify under the preceding paragraph and its subparagraphs is eligible to become a member of the Corporation upon application in writing. However, such person shall not be admitted to membership unless his application for admission is approved by a majority of voting members represented in person or by proxy at the next Annual Meeting after application is made.

ARTICLE 3 – OFFICERS

SECTION 1. REQUIRED OFFICERS

The Officers of the Corporation shall consist of a President, a Vice-President, a Secretary, a Treasurer, an Alumni Relations Committee Chairman and an Active Relations Committee Chairman who shall also serve as Directors.

SECTION 2. ELECTION AND TERM OF OFFICE

The Officers of the Corporation shall be elected by members at the Annual Meeting. Each officer shall hold office for the term of one year and until his successor shall have been elected and qualified. The Board of Directors may fill a vacancy, by appointment, for the unexpired term of the vacating officer.

SECTION 3. INSTALLATION OF OFFICERS

The Officers of the Corporation shall be installed at the time of election or appointment. Each retiring officer shall be responsible to inform his successor of his responsibilities and duties.

ARTICLE 4 – DUTIES OF OFFICERS

SECTION 1. PRESIDENT

The President shall be executive head of the Corporation and shall preside at all meetings of the Corporation and Board of Directors. He shall appoint committees not otherwise provided for, and shall enforce a strict observance of the laws of the Fraternity. He shall represent the Alumni Chapter at the General Convention as Convention Delegate. He shall sign credentials, handle correspondence, and be responsible for all legal matters as may be required as executive head of the Corporation.

SECTION 2. VICE-PRESIDENT

The Vice-President shall perform the duties of the President in the absence of that officer. The duties of the Vice-President shall also include those of the Expansion Chairman and Building Committee Chairman. He shall appoint members to the Building Committee as required.

SECTION 3. SECRETARY

The Secretary shall keep the minutes of all meetings of the Corporation and the Board of Directors, and shall notify members of meetings of the Corporation. He shall send copies of the minutes of meetings to all members. He shall attest to the actions of the Corporation. He shall prepare, sign, and forward to the proper office the Credentials of the Convention Delegate(s). He shall serve as Vice-Chairman of the Alumni Relations Committee.

SECTION 4. TREASURER

The Treasurer shall hold the funds of the Corporation, including the Building Fund, and shall keep the account books of the Corporation. He shall make remittances as required and submit a quarterly financial report to the Board of Directors of the Corporation. He shall prepare an annual statement of the income and expense and a balance sheet, to be presented at the annual meeting of the Corporation. The Treasurer shall be responsible for the financial and business program of the Corporation, including filing applicable tax forms and returns and maintaining necessary insurance coverage for the Corporation and the Active Chapter.

SECTION 5. ALUMNI RELATIONS COMMITTEE CHAIRMAN

The Alumni Relations Committee Chairman shall be responsible for the duties of the Alumni Relations Committee as set forth in ARTICLE 5, SECTION 2 and shall appoint other committee members as required. He shall act as liaison

between the Corporation and the Alumni Chapter. He shall announce to all members the Annual Meeting of the Corporation, which will include a request for proxy votes. He shall prepare and present a proxy vote report at the Annual Meeting.

SECTION 6. ACTIVE RELATIONS COMMITTEE CHAIRMAN

The Active Relations Committee Chairman shall be responsible for the duties of the Active Relations Committee as described in ARTICLE 5, SECTION 3 and shall appoint Committee members as required. He shall act as liaison between the Corporation and the Active Chapter.

ARTICLE 5 – COMMITTEES

SECTION 1. BUILDING COMMITTEE

- A) Responsibilities of the Building Committee are:
- 1) Anticipate the long-term physical needs of the Active Chapter.
 - 2) Provide notice to the Corporation of the annual needs of the Active Chapter Physical plant.
 - 3) Establish a plan to determine the resources required for adequate maintenance of the Chapter House, revising the plan as improvements are completed and new needs arise.
- B) Specific duties of the Building Committee are:
- 1) Develop and annually update a three-year capital expenditure forecast.
 - 2) Update annually a set of Standard House Operating Procedures (SHOP) and submit the SHOP document to the Annual Meeting of the Corporation.
 - 3) Monitor and approve capital expenditures for the Active Chapter (i.e. furniture, physical plant improvements and betterments, and room improvements).
 - 4) Maintain and submit to the Active Chapter the semi-annual Master Maintenance Schedule (MMS).
 - 5) Maintain the annual maintenance and capital improvements budget and submit it to the Treasurer by March 1.
 - 6) Report on completed items and forecasted capital needs at the Annual Meeting of the Corporation.
- C) The Committee Members are:
- 1) Chairman – The Vice-President of the Corporation.
 - 2) Vice-Chairman – The Treasurer of the Corporation
 - 3) Two to four members appointed by the Chairman to serve as:
 - a) Furniture Coordinator
 - b) Room Improvement Coordinator
 - c) Capital Improvement Coordinator
 - d) Long Range Planning Coordinator

SECTION 2. ALUMNI RELATIONS COMMITTEE

- A) The responsibilities of the Alumni Relations Committee are:
- 1) Encourage Alumni participation in all Alumni functions and events.
 - 2) Inform all alumni of business and social events throughout the calendar year.
 - 3) Act as a resource for helping alumni find fellow alumni and potential employment contacts.
- B) Specific duties of the Alumni Relations Committee are:
- 1) Prepare and distribute a minimum of two newsletters per year.
 - 2) Maintain records of alumni addresses and status.
 - 3) Solicit alumni members for donations.
 - 4) Encourage recent graduates to participate in Alumni activities.
 - 5) Organize Alumni Chapter social events.

- 6) Maintain correspondence with alumni through social event mailings and solicitation notices.
 - 7) Submit news items to the Editor of the Castle.
 - 8) Maintain an Alumni Relations Committee budget and submit the budget to the Treasurer of the Corporation by March 1.
 - 9) Report on past activities and proposed events at the Annual Meeting of the Corporation.
- C) The Alumni Relations Committee members are:
- 1) Chairman – Alumni Relations Committee Chairman
 - 2) Vice-Chairman – Secretary of the Corporation
 - 3) Two to seven members appointed by the Chairman to serve as:
 - a) Homecoming Coordinator
 - b) Annual Meeting Coordinator
 - c) Social Outings Coordinator

SECTION 3. ACTIVE RELATIONS COMMITTEE

- A) The responsibilities of the Active Relations Committee are:
- 1) Foster communications between the Alumni Chapter and the Active Chapter
 - 2) Encourage scholarship and professional conduct among the Active Chapter members.
- B) The specific duties of the Active Relations Committee are:
- 1) Ensure alumni attendance at the Active Chapter Initiation of Members ceremony.
 - 2) Assist in Active Chapter rush activities.
 - 3) Participate with the Active Chapter on expansion efforts.
 - 4) Notify alumni/active officers and members of upcoming social events.
 - 5) Reward scholastic achievement by the Active Chapter members.
 - 6) Assist the Active Chapter in obtaining professional program speakers.
 - 7) Notify the Active Chapter of technical seminars and symposia of interest.
 - 8) Prepare the Active Relations Budget and submit it to the Treasurer by March 1st.
 - 9) Report on past activities and proposed events at the Annual Meeting of the Corporation.
- C) The Active Relations Committee members are:
- 1) Chairman – Active Relations Committee Chairman
 - 2) Vice-Chairman – Chapter Councilor to the Active Chapter.
 - 3) Two to three members appointed by the Chairman to serve as:
 - a) Scholarship Coordinator
 - b) Professional Program Coordinator
 - c) Expansion Coordinator

SECTION 4. OTHER COMMITTEES

The President may, from time to time, establish and appoint members to such other committees and for such terms as he may deem advisable.

ARTICLE 6 – MEETINGS

SECTION 1. ANNUAL MEETINGS

The Annual Meeting of members shall be held during the third weekend of June every year, defined as the third Friday in June and the Saturday and Sunday immediately following the third Friday in June. The exact date and time of the Annual Meeting is to be set by the President by May 1 each year. In the event that the exact date is not set by May 1, the Annual Meeting shall be held on the third Friday in June. The purpose of the meeting shall be electing Directors and Officers and for the transaction of such other business as may properly come before the meeting.

SECTION 2. SPECIAL MEETINGS

Special meetings of the members may be called by the President, or by the Board of Directors, or by any three (3) voting members of the Corporation.

SECTION 3. QUORUM – ANNUAL MEETING

Twelve members who are voting members of the Corporation and include a majority of the Directors shall constitute a quorum at any Annual Meeting of members; and these may be represented either in person or by proxy.

SECTION 4. QUORUM – SPECIAL MEETINGS

Six members who are voting members of the Corporation and include a majority of the Directors shall constitute a quorum at any special meeting (e.g. Semi-Weekly or Monthly Business Meetings) of members, and these may be represented either in person or by proxy.

SECTION 5. VOTING

Only the members who are Active Members and who have contributed financially within the last year shall have the right to vote. All other members shall have no right to vote, but they shall have a right to attend meetings of members.

SECTION 6. PLACE OF MEETING

The Board of Directors may designate any place within the State of Illinois as the place of meeting for any Annual Meeting or for any Special Meeting called.

ARTICLE 7 – FINANCES

SECTION 1. DONATIONS

Every member shall be solicited for an annual donation. The Treasurer shall be responsible for collecting and recording these donations including when assisted by an alumni relations service. The Treasurer shall be responsible for making an annual donation to the National Fraternity.

SECTION 2. METHOD OF COLLECTION

Donations to the Corporation may be made through the Alumni Relations service, through the Society for the Preservation of Greek Housing, or directly to the Treasurer of the Corporation including via online payment management services.

SECTION 3. PROVISION FOR FUNDS

In order to provide the funds necessary to defray the cost of normal operating, maintenance, and expense (as opposed to major maintenance and betterments) of making a Chapter House available to Delta Active Chapter, the Corporation will establish and abide by an annual Financial Operating Budget designed to provide adequately for all such expense, both imminent and foreseeable. This Budget is to be, of necessity, funded primarily by rental charges to the active membership of Delta Chapter.

SECTION 4. DISSOLUTION OF THE CORPORATION

Upon dissolution of the Corporation, its remaining property or proceeds, and the balance of any money and other property received by the Corporation of any source, including its operations after the payment of all debts and obligations of the Corporation, shall be distributed, subject to the approval of a Justice of the Supreme Court of the State of Illinois, to the Fraternity to promote the purposes qualified under provisions of Section 501 (c) (3) of the

Internal Revenue Code of 1954, and the regulations pertaining thereto as such sections are to be amended from time to time.

SECTION 5. FISCAL YEAR

The fiscal year of the Corporation shall be June 1st through May 31st of the following calendar year.

ARTICLE 8 – CORPORATE REQUIREMENTS

SECTION 1. OFFICE

The principal office of the Corporation in the State of Illinois shall be located in the County of Cook. The registered office may be, but need not be, identical with the principal office in the State of Illinois, and the address of the registered office may be changed from time to time by the Board of Directors.

SECTION 2. GENERAL POWER

The business and affairs of the Corporation shall be managed by its Board of Directors.

SECTION 3. NUMBER, TENURE, AND QUALIFICATIONS

There shall be six Directors, as provided in ARTICLE 3, SECTION 1. Each Director shall hold office for a term of one year and until his successor shall have been elected and qualified. Directors need not be residents of the State of Illinois, but shall be members of the Corporation.

SECTION 4. REGULAR MEETINGS

The regular meeting of the Board of Directors shall be held without other notice than by this BY-LAW, immediately after and at the same place as the Annual Meeting of members. This meeting may also be considered coincidental with the Annual Meeting at the discretion of a majority of the Board of Directors. The Board of Directors may provide, by resolution, the time and place within the State of Illinois for the holding of additional regular meetings without other notice than said resolution.

SECTION 5. SPECIAL MEETINGS

Special meetings of the Board of Directors may be called by or at the request of the President or any three other Directors. The person or persons authorized to call special meetings of the Board of Directors may fix any place within the State of Illinois as the place for holding any special meeting of the Board of Directors called by them.

SECTION 6. QUORUM

A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, provided that if less than a majority of the Directors are at said meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.

SECTION 7. MANNER OF ACTING

The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

ARTICLE 9 – AWARDS

SECTION 1. GPA SCHOLARSHIP AWARDS

- A. Highest GPA Award – A scholarship award in the amount of \$400 will be awarded for the fall and spring semesters to the Active Member of Delta Chapter that achieves the highest GPA as an undergraduate student at the University of Illinois, Urbana-Champaign. In the event of a tie, the Active Member having the highest GPA AND the highest number of official completed credit hours for the semester shall win the award. In the event of a tie in each of these areas, each candidate will receive the full award. Awards will be paid at the first meeting of the Corporation following the release of grade reports each semester.
- B. Most Improved GPA Award – A scholarship award in the amount of \$200 will be awarded for each spring semester to the Active Member of Delta Chapter who carries at least 12 credit hours in both the fall and concurrent spring semesters and who shows the greatest improvement in GPA from the fall to the spring semester. In the event of a tie, the candidate with the higher GPA in the spring semester shall win the award. In the event of a tie in GPA in the spring semester, the money will be equally divided among the candidates. This award will be paid at the first meeting of the Corporation following the end of the spring semester.

SECTION 2. VOSECKY SCHOLARSHIP AWARD

Each year the Corporation will award the Vosecky Scholarship Award in the amount of \$500. The Vosecky Award is based upon campus and fraternity involvement and leadership. General knowledge of the fraternity, academic excellence, and social involvement should be addressed in the application. Letters of recommendation from at least three Fraternity Brothers should accompany the application. The Corporation shall select the recipient based upon the most impressive essay submitted. Vote and presentation of the award shall be made at the Homecoming meeting each year. Essays are due by Sept 30th, or two weeks before the University of Illinois Homecoming weekend, whichever comes first. All Fraternity Members that were active members of Delta Chapter the previous academic year shall be eligible for the Vosecky Award.

SECTION 3. CALLAHAN SCHOLARSHIP AWARD

Each semester, the Corporation will award the Callahan Scholarship Award in the amount of \$250. Jim L. Callahan served as a brother and a chef for Delta Chapter of Sigma Phi Delta for over 30 years. His wisdom, brotherhood, and cheerful camaraderie are traits that every Sigma Phi Delta member should strive to embody. Brother Callahan ended a months-long battle with lung cancer on April 25th, 2016, but his legacy lives on through the hundreds of brothers whose lives he impacted.

The Jim Callahan Memorial Scholarship will be awarded each semester to a deserving brother. Individuals may be nominated for the scholarship by any other active member. Each nomination will include a brief essay that outlines the ways that the nominee has echoed the values upheld by Jim Callahan. Of the nominees, the winner will be chosen by a majority vote of the active chapter. After the winner is approved by the alumni chapter, he will be presented a check for \$250.

Actives are encouraged to ask the following questions when considering candidates, and when writing the nomination:

Has this active been a true friend to all his brothers?

How has this active shared his wisdom and knowledge with his brothers?

How has this active been committed to helping his brothers in their day-to-day struggles?

SECTION 4. REINERT SCHOLARSHIP AWARD

Each year the Delta Alumni Corporation will award the Bill Reinert Scholarship Award in the amount of \$500

William J. Reinert was born on June 1, 1934, in Chicago and graduated with a mechanical engineering degree from the University of Illinois in 1957. He was a member of Delta Chapter of Sigma Phi Delta during his time at the university and later went on to become President of Delta Alumni and the president of the international fraternity from 1982-1987 and 1990-1991. He also served on the Board of Directors of the Sigma Phi Delta Foundation from 1992-1999. During his time in Sigma Phi Delta leadership, "Big Bill" was admired and respected by everyone he came into contact. And Bill also was a

fun-loving and sociable guy – for example, he loved refereeing the annual Homecoming flag football game between Delta actives and alumni.

The Reinert Scholarship will be awarded once per year to a deserving Delta Chapter brother who shows outstanding commitment to the long-term success of the fraternity, fostering relationships with alumni, and preserving the history of the fraternity. The best candidates will have relationships with past, present, and future members of Delta Chapter and a good relationship or record of involvement with the International Fraternity.

All Fraternity Members that were active members of Delta Chapter the previous academic year shall be eligible for the Reinert Scholarship. Each application will consist of an essay by the applicant addressing the above qualifications and will consist of two letters of recommendation from one active member and one alumni member. The Corporation shall select the recipient at the Homecoming meeting each year based on the most impressive application submitted. Applications are due by Sep 30th or two weeks before University of Illinois Homecoming weekend, whichever comes first.

ARTICLE 10 – DELTA BUILDING FUND

SECTION 1. OBJECTIVE

A Delta Building Fund shall be established for the purpose of purchasing and furnishing property to be used for a Chapter House and Fraternity Home for the Active members of Delta Chapter. The express objective shall be interpreted to include the cost of acquiring a Chapter House for the Delta Active Chapter, and subsequent costs of providing major physical maintenance and betterment thereto, inclusive of such basic functional components as the heating, electrical, and plumbing systems, and necessary functional commissary equipment.

SECTION 2. FUNDING

Funds to form the principal of the Delta Building Fund shall arise from the contributions of the membership of the Corporation for the express purpose, and in accord with the Building Fund Program as dictated from time to time and as circumstances require, and augmented by any incidental earnings of such funds.

SECTION 3. CUSTODIAN

Custody of the Delta Building Fund shall vest in the Corporation. Actual Physical custody of these funds shall be the responsibility of the Corporation Treasurer. Legal title to such funds shall rest in the Corporation Treasurer whose responsibility it shall be to ascertain that such funds are secure and are generating appropriate incidental income.

SECTION 4. AUTHORIZATION OF EXPENDITURES

The Officers of the Corporation shall have authority to authorize withdrawals from the Delta Building Fund for any purpose whatsoever. They shall be limited in the scope of withdrawal objectives only by the provisions of SECTION 1 hereof, and by further provision that withdrawals for any purpose other than that provided in SECTION 1 hereof shall take the form of bona fide, definite term loans.

ARTICLE 11 – RELATIONSHIPS

SECTION 1. REPEAL

This By-Law rescinds all previous By-Laws of the Corporation.

SECTION 2. ACCEPTANCE AND EFFECTATION

These By-Laws shall become effective when approved by a two-thirds vote of the voting members of the Corporation at a duly constituted meeting and, when approved by the Supreme Council of the Fraternity as per SECTION 4 below.

SECTION 3. SUBORDINATION

These By-Laws are subordinate to the Laws of the Fraternity as stated in its Constitution and in its Statutory Code, and any changes in said Laws which relate to the By-Laws are automatically reflected as changes in these By-Laws. Nothing in these By-Laws is to conflict with the Constitution or the Statutory Code of the Fraternity, except when they are in conflict with the laws of the State of Illinois relating to the incorporation of the Corporation.

SECTION 4. SUPREME COUNCIL APPROVAL

These By-Laws shall not be effective unless and until a statement of approval by the Supreme Council of the Fraternity shall have been attached to the copy of these By-Laws maintained in the files of the Secretary of the Corporation.

ARTICLE 12 – AMENDMENTS

SECTION 1. AMENDMENTS

These By-Laws may be amended by a two-thirds vote of the voting members of the Corporation. Where a Ballot is submitted by mail, failure to return the Ballot within 20 days from postmark will cause said ballot to be counted as an affirmative vote. Where a ballot is submitted electronically, failure to return a response within 15 days will cause said ballot to be counted as an affirmative vote.

Revised June 30, 2017
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Revised Jun 21, 1985
Revised Jun 19, 1981