

BYLAWS

Kappa Alpha Psi Fraternity, Incorporated
Zeta Pi Chapter



Kappa Alpha Psi Fraternity, Inc.

By-laws for Zeta Pi Chapter

Article I - Nomenclature

Section 1. The name of this Charter is the Zeta Pi Chapter of Kappa Alpha Psi Fraternity, Incorporated.

Article II - Objectives

Section 1. The objectives of the Zeta Pi Chapter shall be consistent with those established in the Constitution (hereafter referred to as the 'Constitution') and the tradition of Kappa Alpha Psi Fraternity, Incorporated. Specifically, these objectives are:

- A. To unite men of culture, patriotism, and honor in a bond of Fraternity;**
- B. To encourage honorable achievement in every field of human endeavor,**
- C. To promote the spiritual, social, intellectual, and moral welfare of members;**
- D. To assist the aims and purposes of Colleges and Universities;**
- E. To inspire service in the public interest.**
- F. To sponsor events and participate affairs that support the local community;**
- H. To maintain a focus of no Brother above another;**

Article III - Organization and Government

Section 1. The principal units of organization of Zeta Pi Chapter shall be: Zeta Pi Chapter in total, Board of Directors, Executive Committee, the Budget Committee, and the listed Standing Committees and such other Ad-hoc committees as may be created by the Polemarch of this Chapter.

Section 2. The officers of Zeta Pi Chapter shall conform to those stated in the Constitution. Additionally, the Zeta Pi Chapter shall have the following non-Executive Committee officers: Director of Membership Intake, Director of Guide Right, and the Parliamentarian.

Section 3. Zeta Pi Chapter shall provide a current copy of the Bylaws of this Association to each Sustaining Member of the Chapter, as defined by the Statutes of Kappa Alpha Psi Fraternity, Inc.

Section 4. The laws of Zeta Pi Chapter and the order of their precedence shall be: The Constitution and Statutes of Kappa Alpha Psi, the Ritual of Kappa Alpha Psi, such other regulations as may be established by the Grand Board of Directors, the Bylaws of the North Central Province, and the Bylaws of Zeta Pi Chapter.

Article IV - Initiation and Membership

Section 1. Membership in the Zeta Pi Chapter of Kappa Alpha Psi shall be limited to those persons who have been duly initiated into Active Undergraduate of Zeta Pi Chapter as specified by the Statutes, and whose membership can be verified by the Executive Director of Kappa Alpha Psi.

Section 2. Initiation into Zeta Pi Chapter shall be in accordance with the Constitution & Statutes of Kappa Alpha Psi, the Ritual of Kappa Alpha Psi, and the prescribed Membership Intake Program of Kappa Alpha Psi Fraternity. Any candidate wishing to receive membership into Zeta Pi Chapter must receive a 90% affirmative vote from the financial members of the body.

Section 3. All members of this Chapter shall be considered Sustaining Members if;

1) they contribute to the financial support of this Chapter in the form of annual dues and assessments, and

2) are currently considered Sustaining Members, Life Members or Subscribing Life Members at the National Headquarters.

Section 4. Life Membership: There shall be a class of membership in Kappa Alpha Psi Fraternity, Inc. known as Life Membership to members of the fraternity, not under suspension or probation, and such membership shall not be transferable.

Section 5. Any member of this Chapter may be liable for misconduct as described in the Constitution and Statutes of Kappa Alpha Psi Fraternity, Inc., as well as Executive Orders 1, 2, and 3, and shall have the right of appeal from decisions relating to misconduct as described in the Constitution.

Article V - Duties of Chapter Officers

Section 1. Polemarch - It shall be the duty of the Polemarch to preside over all meetings, to enforce observance of the bylaws, to call special meetings, to appoint all standing and ad-hoc committees as well as committee chairmen, to

co-sign orders on the exchequer for money, to manage the Chapter's administration/operations, to have general management of Chapter affairs in the community and to perform such other duties as stated in the Constitution.

Section 2. Vice-Polemarch - It shall be the duties of the Vice-Polemarch to perform the duties of the Polemarch when the Polemarch is absent or otherwise unable to serve, as stated in the Constitution. Further, he shall serve as an "Officio" of all standing and ad-hoc committees. The Vice Polemarch shall be responsible for assisting in the dissemination of information to the chapter. The Vice Polemarch shall share information, ideas and concerns received from the membership with the Executive Committee, and provide to the Board of Directors any information shared through the Executive Committee. The Vice Polemarch shall assist in the creation of agendas, and in the coordination and planning of

Section 3. Keeper of Records - It shall be the duty of the Keeper of Records to keep proper minutes of meetings, to co-sign orders on the exchequer for money, to read and prepare all desired communications, maintain chapter records, notify the brothers of all meetings, compile, maintain and post a list of the Sustaining Members prior to each regular meeting, and all other special duties as stated in the Constitution.

Section 4. Keeper of Exchequer - It shall be the duty of the Keeper of Exchequer to receive all money of the Chapter, to pay all bills and keep accounts in the proper manner, and to perform all the duties as stated in the Constitution. He shall serve as a member of the Budget Committee.

Section 5. Strategus - It shall be the duty of the Strategus to preserve order and decorum the meetings and to take care that none, but duly qualified brothers enter or leave without permission. He shall perform such other duties as are prescribed in the Constitution.

Section 6. Lieutenant Strategus - It shall be the duty of the Lieutenant Strategus to assist the Strategus in the performance of his duty and shall perform such other duties as prescribed in the Constitution.

Section 7. Executive Committee - There shall be an Executive Committee of Zeta Pi Chapter that shall consist of the Polemarch, Vice Polemarch, Keeper of Records, Keeper of Exchequer, and any additional members as appointed by the Polemarch and approved by the Chapter.

Section 7(a). The Executive Committee shall serve as a representative body of the Board of Directors. The primary purpose of the Executive Committee is to serve as a vehicle for conducting the day-to-day business of the Chapter, and Board of Directors between their regular and called meetings. All decisions and/or actions of the Executive Committee are subject to review by the Board of Directors and Zeta Pi Chapter in whole.

Section 9. The Board of Directors - The Board of Directors for Zeta Pi Chapter shall be elected in accordance with standard nomination and election procedures as specified in the Kappa Alpha Psi Constitution and Statutes.

Board of Directors:

- 1. The Board shall meet on a monthly basis prior to the regular membership meeting or other planned function to transact any and all business of the Chapter. The Board shall also meet at Special Meetings called for at any time.**
- 2. Each Director shall exercise all powers and duties as prescribed by the Zeta Pi Chapter bylaws.**

Board Member Responsibilities:

- 1. Attend 75% of the regularly scheduled membership meetings or functions.**
- 2. Attend 75% of the regularly scheduled Board of Directors meetings.**
- 3. Serve on a committee for at least a one-year term and attend 75% of the meetings scheduled for each committee on which they serve.**
- 4. Attend a Conclave or Province meeting at least once every two years.**
- 5. Shall assume fiduciary responsibilities as the governing body of Zeta Pi Chapter and shall meet when circumstances dictate. This entity shall be accountable to the chapter.**

The Zeta Pi Chapter Board of Directors responsibilities may include but are not limited to the following:

- Vision and Planning - The Board shall work with the Polemarch, and the officers of the Executive Committee, to create a vision and mission, as well as set a strategic plan for the future. Any and all plans shall be reviewed monthly and altered when needed and presented to the Chapter for approval.**
- Development of Policy - A task of the Board shall be the development of the Chapter's Standard Operating Procedures and other organizational policy.**
- Fundraising Leadership - It shall be the dual function of the Board of Directors, in concert with Zeta Pi Chapter and relevant committees to assist in the raising of funds necessary to support Zeta Pi Chapter's goals and objectives.**
- Financial Oversight - The Board of Directors shall also serve as an impartial body to review Zeta Pi Chapter's expenditures and income from month to month, as well as preside over any audits, as required.**
- Self-Assessment - The Board of Directors shall be required to conduct a critique of Zeta Pi Chapter's strategic plan to ensure adherence. The Board of Directors shall also provide a report to Zeta Pi Chapter that summarizes a self-critique of the Board of Directors.**

Section 9(b). The Board of Directors shall be composed of no more than 7 (seven) members: 4 (four) of whom shall be the Polemarch, Vice Polemarch, Keeper of Records, and the Keeper of Exchequer, All 3 (three) "at-large" members of the Board of Directors shall be elected by the Zeta Pi Chapter. The most recent Past Polemarch of Zeta Pi Chapter may serve as an Ex-Officio Member of the Board of Directors and may vote only in the absence of a regular member of the Board of Directors. If the Ex-Officio Board Member should be unwilling to serve or unavailable to serve by reason of non-sustaining status, relocation, illness or death, the next most recent Past Polemarch may serve as Ex-Officio Board Member.

Section 9(e). The Board shall be empowered to execute an audit of Zeta Pi Chapter exchequer at their discretion. The Board of Directors shall represent Zeta Pi Chapter in all legal matters when authorized by Zeta Pi Chapter to act, and shall perform such other duties as may be required in accordance with the Constitution and Statutes of Kappa Alpha Psi Fraternity, Inc.

Section 9(d). The Polemarch may appoint each Board Member to a standing or Ad-hoc Committee as Chairman or as a member.

Section 9(e). The Polemarch may appoint a member to the Board in the event of a vacancy.

Section 9(f). The Board of Directors will be limited in approving any request that will indebt Zeta Pi Chapter to an extent greater than \$500 or the amount in the exchequer, whichever in the lesser.

Section 9(g). A written request for a call meeting on any question being considered by the Board must be signed by two-thirds of the financial members who are not members of the Board. The transmittal of this request to the Keeper of Records will make it mandatory for a call meeting upon the matter in question.

Section 10. Director/Chairman of Guide Right - There shall be a Director of Guide Right, appointed by the Polemarch of Zeta Pi Chapter, who shall direct the nationally-approved Guide Right Program.

Section 11. Historian-Reporter - There shall be a Historian-Reporter for Zeta Pi Chapter elected by Zeta Pi Chapter to collect, compile and preserve historical and biographical data of Zeta Pi Chapter and shall transmit promptly and accurately all historical and biographical data requested by the Grand Historian. It shall also be the duty of the Historian-Reporter to forward to the Journal and newspaper all news items and other matter suitable for publication and to perform any other duties as prescribed in the Constitution and Statutes.

Section 12. Parliamentarian - There shall be a Parliamentarian of Zeta Pi Chapter, appointed by the Polemarch, whose duties shall be to assist in the interpretation of the Constitution and Statutes of Kappa Alpha Psi, and such other regulations

as may be established by the Grand Board of Directors, the Bylaws of the North Central Province, the Bylaws of Zeta Pi Chapter, and Robert's Rules of Order, which shall govern all Chapter meetings. He shall arbitrate all matters pertaining to parliamentary procedure and shall serve as Chairman of the Chapter's By-laws/Resolutions Committee.

Section 13. Director of Reclamation - There shall be a Director of Reclamation, appointed by the Polemarch, who shall direct Zeta Pi Chapter's ongoing effort to reclaim Non-Sustaining Members.

Article VI - Committees

Section 1. The standing committees to be appointed by the Polemarch shall be:

Zeta Pi Chapter Charter retention

- **Achievement Commission**
- **Budget**
- **By-laws/Resolutions**
- **Community Outreach**
- **Nominating**
- **Guide Right Scholarship**
- **Reclamation**
- **Social**
- **Welfare**
- **Senior Kappa Affairs**
- **Founders Day**
- **Silhouettes**
- **National Pan Hellenic Council**
- **Fundraising**
- **Housing (multi-purpose facility)**

Section 2. The Polemarch shall appoint Ad-hoc, and a Task Force whenever necessary or appropriate.

Article VII - Duties of the Standing Committees

Section 1. Achievement Commission - There shall be an Achievement Commission composed of the Board of Directors and two (2) other representatives appointed by the Polemarch. The Polemarch shall designate one of the two appointed representatives as Co-Chairmen of the Commission. This Commission shall administer the selection of the recipient(s) of the award in strict accordance with the Bylaws of this Chapter. The selection of the Chapter Award recipient(s) shall be the sole responsibility of the Achievement Commission. The Commission shall collect and forward evidence of achievement to the Historian of Zeta Pi Chapter for inclusion in Zeta Pi Chapter's archives. Any expense of the Achievement Commission shall be included in the budget of Zeta Pi Chapter during the planning phase of the appropriate fiscal year.

Section 1(a). Only such members shall be considered for the award as are determined to be eligible for candidacy in accordance with the following standards:

- **A candidate must be a sustaining Zeta Pi Chapter member and receive the majority affirmative vote of the achievement committee.**

Section 1(b). Additional criteria for achievement award candidacy may be chosen from, but not limited to, any of the following:

- **A candidate's character should reflect creditably upon himself, Kappa Alpha Psi and this chapter.**
- **A candidate should have manifested interest in Kappa Alpha Psi and this chapter beyond the payment of dues and assessments.**
- **Performance of an outstanding job of administering the duties of an office in this chapter with judgment, initiative and resourcefulness, successful supervision of a program directly in the community interest and reflectively in the interest of the fraternity and this chapter.**
- **Significant achievements or contributions, other than monetary, within a field of endeavor and the acclaim from a representative professional, commercial, industrial, technical, religious, scientific, governmental or labor organization.**
- **Performance of an act of unusual courage or valor.**

Section 1(c). Achievement Commission – It shall be the duty of the Achievement Commission to collect and compile evidence of achievement and submit said information to the North Central Province and Grand Chapter achievement awards committee for their consideration.

Section 2. Budget Committee - It shall be the duty of the Budget Committee to work closely with the Polemarch and Keeper of Exchequer on the Chapter operating budget, and to plan, promote, and assist with programs designated to raise funds for the Chapter. The Keeper of Exchequer and the Assistant Keeper of Exchequer shall serve as members on this Committee.

Section 3. By-laws/Resolutions Committee - It shall be the duty of the By-laws/Resolutions Committee to revise and consider all proposed by-laws amendments, as well as prepare and submit any and all Zeta Pi Chapter-sponsored resolutions. Memorial Resolutions for those brothers and immediate family members who have transitioned to will also be the charge of this Committee.

Section 4. Community Outreach Committee - It shall be the duty of the Community Outreach Committee to plan and implement community outreach and service programs.

Section 5. Nominating Committee - This committee shall be convened every two (2) years, consistent with Article VIII, Election of Officers, Sections 1 through 6.

Should there be a conflict, the Kappa Alpha Psi Fraternity Constitution and Statutes shall prevail.

Section 6. Guide Right/Scholarship Committee - It shall be the duty of the Guide Right/Scholarship Committee to plan and implement programs for youth in accordance with the National Guide Right Program. In addition, the Guide Right/Scholarship Committee shall coordinate any and Zeta Pi Chapter youth scholarship programs within the community

Section 7. Reclamation Committee - It shall be the duty of the Reclamation Committee to contact and reclaim brothers eligible for chapter membership and to plan activities in order to accomplish this goal.

Section 8. Social Committee - It shall be the duty of the Social Committee to plan and implement any formal and informal social affairs for Zeta Pi Chapter

Section 9. Welfare Committee - Zeta Pi Chapter shall have a Welfare Committee, whose charge shall be to coordinate "Get Well" notices and "Condolences" on behalf of Zeta Pi Chapter. Their duties shall be in accordance with those found in Article XII, Welfare of these By-laws,

Section 10. Senior Kappa Affairs – There shall be a Senior Kappa Affairs Committee whose charge shall be to ensure that proper protocol is given to any and all "Senior" members. This committee shall function in accordance with the national mandate.

Section 11. AD-HOC Committees - All Ad-Hoc Committees shall be rationalized in writing, reviewed by the Board of Directors and then presented to the Zeta Pi Chapter. Appointments made thereto shall be made by the Polemarch.

Section 12. Founder's Day Committees - There shall be a Founders Day committee whose charge shall be to ensure plans and activities associated with the Metro Founders Day celebration are managed.

Article VIII - Election of Officers

Section 1 The Nominating Committee shall meet every two years prior to the regular April meeting and prepare a report on the election process for the body at the April meeting. This provision shall be in conformance to Section 5 of this Article.

Section 2. The Nominating Committee shall prepare the ballot from nominations received at the April meeting and mail the ballot to financial members of the Chapter prior to the May meeting.

Section 3. The Election of Officers shall be held at the May meeting and the results immediately communicated to the chapter and to the Province and the Grand Chapter within ten (10) days.

Section 4. Elected officers shall serve for a one-year term. All officers and committee chairmen must be fully "Sustaining Chapter Member(s)." "Sustaining Chapter Member(s)" shall mean a member or members financial on all three levels of the fraternity - Chapter, Province and Grand Chapter.

Section 4(a) Committee Chairmanships shall be reviewed each Fiscal Financial Year for reappointment by the Polemarch.

Section 5. All voting, under the election process, shall be by secret ballot, or as prescribed by Grand Chapter, and in accordance with Robert's Rules of Order.

Article IX - Removal of Officers

Section 1. Any elected officer may be removed from office by a two-thirds (2/3) vote of the sustaining chapter members present and voting at a regular or special meeting, provided said officer has been given a seven (7) day written notice of the meeting and the contemplated action to remove him from office.

Section 2. For an officer to be removed from office a motion must be made and carried at a regular meeting placing said subject for a hearing at a special meeting, or at a regular meeting, after the passage of fourteen days (14) days after said motion. At said meeting, any officer who is the subject of a motion for removal may present all relevant evidence in support of his defense.

Section 3. Should any elected officer of Zeta Pi Chapter fail to attend 3 consecutive scheduled special or regular meetings, said elected officer shall forfeit his office and relinquish any and all materials and or documents thereto, without the requirements specified in Sections 1 and 2 of this article. The Polemarch shall have appointing authority for the remainder of the relinquished term.

Section 4. Whenever a vacancy occurs as the result of the resignation of an elected officer, the Polemarch shall appoint a member to fill the unexpired term of that office.

Article X - Meeting Date

Section 1. The regular Zeta Pi Chapter meeting date shall be the third Saturday of the month.

Section 2. The Polemarch, in consultation with the Executive Committee, may change the regular meeting date if, in their judgment, a particular day, month, or time is not suitable to the membership.

Section 3. The Polemarch, in consultation with the Board of Directors and the remaining members of the Executive Committee, may call special meetings when it is deemed necessary.

Section 4. The Keeper of Records shall notify each member, with reasonable advance notice and in writing, as to the date and time of any specially or called meeting(s). Telephone, facsimile, and email transmissions are acceptable forms of communicating notice as well.

Section 5. The Keeper of Records shall prepare and make available minutes of all meetings one week prior to the regularly scheduled meeting. Minutes shall be mailed (email transmissions are acceptable forms of communicating) to all Sustaining Members and/or promulgated by the most cost-effective and reliable medium. The Keeper of Records shall make this determination.

Section 6. All regular meetings shall start at a time to be designated by the Polemarch after consultation with the Executive Committee,

Section 7. All meetings shall be conducted in strict accordance with Robert's Rules of Order, unless otherwise specified. If a conflict exists, the Fraternity Constitution, Statutes, Ritual, regulations established by the Grand Board of Directors, Province Bylaws, or Chapter Bylaws shall prevail.

Section 8. No regular meeting shall be conducted without a quorum that shall consist of at least seven (7) Sustaining Members for the current fiscal year.

Zeta Pi Chapter Charter Petition

Article XI - Dues and Other Financial Obligations

Section 1. The fiscal year of this Chapter shall conform to that of the Grand Chapter, that being October 1* through September 30 of the following year.

Section 2. Budget Committee - There shall be a Budget Committee of this Chapter that shall consist of the Board of Directors, the Keeper of Exchequer and such other Committee members as the Polemarch may appoint.

Section 3. The Budget Committee shall develop a proposed budget for the upcoming fiscal year during the month of July, Zeta Pi Chapter shall amend, if necessary, and approve the budget during the regular August Meeting.

Section 4. Any unspent funds from the previous year's budget shall be carried over and applied to offset the approved budget, thereby creating the final balanced budget.

Section 5. The Zeta Pi Chapter dues for each member of Zeta Pi Chapter shall be determined by a formula determined by the Budget Committee, with the following exceptions:

A. Exceptions:

1. Chapter members attending Graduate or Professional School, full-time, shall pay the Grand Chapter Dues and assessments, the Province Dues and an amount of Zeta Pi Chapter Dues and assessments determined annually before October 1st for the coming fiscal year by the Chapter's Board of Directors.

2. Members of Kappa Alpha Psi completing their Undergraduate Degree requirements during the previous fiscal year and up to three (3) total may receive the same consideration, during the current fiscal year, as members attending Graduate or Professional School, even if employed full-time.

3. Certain members of Zeta Pi Chapter shall have their dues reduced by an amount equal to twenty-five percent (25%) of the annual Zeta Pi Chapter dues for the current fiscal year. If not a Life Member or Subscribing Life Member, they will still be responsible for paying their North Central Province and annual Grand Chapter Dues. This courtesy shall be extended to any member who is age sixty (60) or older and has been a Sustaining Member of Zeta Pi Chapter. If, for any reason, such member elects not to have his individual dues reduced, an amount equal to the proposed reduction for that fiscal year will be deposited in the Permanent Housing Fund of Zeta Pi Chapter in his name as donor.

Section 6. The payment of annual dues shall be divided into two parts. The first part shall be paid at or before the regular October meeting and the second part shall be paid at or before the regular January meeting. The first part shall never be less than 50% of the total annual dues.

Section 7. All dues, fees and assessments shall be paid to the Keeper of Records and turned over, by him, to the Keeper of Exchequer. A receipt of record shall be presented to the sustaining member at the time of his chapter dues are paid.

Section 8. The Keeper of Records shall submit requisitions, receipts, invoices, bills, vouchers and/or warrants to the Keeper of Exchequer for the expenditure of any and all funds.

Section 9. All checks, savings accounts, certificates of deposit and any other repository of Zeta Pi Chapter monies shall carry two (2) signatures. The Keeper of Records shall be the primary signatory on all accounts with the Polemarch.

Section 9(a). Prior to check disbursement, a requisition will be prepared and approved by the Keeper of Records, Vice Polemarch, and, or the Polemarch, not necessarily in that order.

Article XII - Financial Allowance to Delegates

Section 1. There shall be a minimum of two (2) delegates, and no more than three (3) delegates, approved by Zeta Pi Chapter for the following meetings and/or conferences: The Grand Chapter Meeting and the Province Council. No more than (4) delegates shall be approved for the C. Roger Wilson Leadership Conference.

Section 2. Depending on the availability of funds, the Polemarch, as the Chapter delegate to the Grand Chapter Meeting, shall receive expense for round trip air coach transportation for any travel over a distance of 425 miles direct. In addition, the Delegate may receive expenses for lodging and official advanced registration.

Section 3. Reimbursement for any expense related to attendance of the above meetings shall only be paid upon presentation of a written report to Zeta Pi Chapter.

Article XIII - Fund Raising and Disbursement

Section 1. Any plans/proposals for fund raising activities must be presented to the Budget Committee, the Executive Committee, and then to the Board of Directors in that order Said plans/proposals may be amended, if necessary, and ultimately approved by Zeta Pi Chapter at a regular meeting.

Section 2. Contributions, advertisements or organizational memberships, may be taken in Zeta Pi Chapter's name by a majority vote of the Chapter at a regular meeting, provided that such contribution, advertisement or organizational membership has not been included in the approved budget of the current fiscal year.

Article XIV - Welfare

Section 1. Welfare Committee - Zeta Pi Chapter shall have a Welfare Committee, whose charge shall be to coordinate the appropriate greeting notice and/or "condolences" on behalf of the Zeta Pi Chapter.

Section 2. Sustaining Members of Zeta Pi Chapter who are confined in a hospital for a period of at least two (2) days will be sent an appropriate greeting card in the name of Zeta Pi Chapter's Chapter of Kappa Alpha Psi.

Section 3. Sustaining Members of this Chapter shall have their birthdays recognized and be sent an appropriate greeting card in the name of the Zeta Pi Chapter's Chapter of Kappa Alpha Psi.

Section 4. Any Sustaining Member who has a death in his immediate family shall be honored with condolences from Zeta Pi Chapter as prescribed by the Board of Directors. A Non-Sustaining Member shall be given the proper honor as well only with the approval of the Board of Directors. If the family requests an alternative

memorial, Zeta Pi Chapter will donate to that designated memorial. For these purposes, immediate family shall mean: mother, father, sister, brother, wife or children,

Section 5. Any Sustaining Member of Zeta Pi Chapter who dies shall be honored with a Memorial Service, detailed in the Ritual of Kappa Alpha Psi, to be held on the evening preceding the funeral service, if the family gives its consent. Zeta Pi Chapter shall also donate a floral spray created in the image of our Coat of Arms. The Budget Committee shall establish an estimated price for this floral spray at its July meeting, to be approved by the Chapter at the regular August meeting. Non-Sustaining Members shall be addressed pursuant to Section 2 of this provision.

Section 6. Memorial Services or other condolences for a Non-Sustaining Member or a Sustaining Member of another Chapter or Zeta Pi Chapter shall be held at the discretion of the Polemarch, with the approval of a majority of the Board of Directors. Criteria to be considered by the Polemarch in making such determination shall include, but are not limited to, the following:

1. Contributions to the Fraternity and Zeta Pi Chapter
2. Length of service to the Fraternity and Zeta Pi Chapter
3. Date of last Sustaining Member status
4. Reason for Non-Sustaining Member status

In no event shall the financing of said Memorial Services or other condolences exceed the financial limitations set in Section 4 of this Article.

Article XV Housing Fund

Section 1. The Chapter shall establish a Permanent Housing Fund that shall **not** be used for any other purpose unless it is so recommended by the **Board of Directors** and approved by a **ninety percent (90%)** majority vote of the Sustaining Members present at a regular Zeta Pi Chapter meeting.

Section 2. This fund shall be kept separate from the General Operating funds of Zeta Pi Chapter, with oversight of this program assigned to the Board of Directors. As provided in Section 1, use of this fund must be approved at a regularly scheduled Zeta Pi Chapter meeting, with a detailed cost proposal prepared and submitted to all Sustaining Members in writing thirty (30) days prior to the expenditure being considered on the meeting agenda. Any use of this fund must be used towards the purchase, or improvement, of a House for Zeta Pi Chapter.

Article XVI - The Scholarship Program

Section 1. Rationale: Zeta Pi Chapter's Scholarship Program has been established by Zeta Pi Chapter to encourage and assist ambitious and worthy young men to continue their formal education. The underlying premise of the program is that educational institutions impart knowledge, attitudes and skills that equip individuals to appraise and cope Successfully with society's problems. Zeta Pi Chapter shall have an on-going interest and responsibility in education.

Section 2. Responsibility for administration: Policies governing the Scholarship Program will be established by the Scholarship Chairman and approved by Zeta Pi Chapter, Responsibility for administering the program within that policy framework is vested in the Guide Right/Scholarship Committee that is appointed by the Polemarch. The selection of the scholarship recipient(s) shall be the sole responsibility of the Guide Right/Scholarship Committee.

Section 3. The Guide Right/Scholarship Committee will establish the amount of the scholarship(s) after consultation with the Budget Committee, the Executive Committee, and Board of Directors in that order. The amount of this scholarship may increase pursuant to justification from the Budget Committee. Zeta Pi Chapter shall approve any final recommendations on this matter.

Section 4. News releases to local daily and weekly newspapers, the Kappa Journal, and other media as appropriate shall accomplish publicity for the Scholarship Program. Expense for this publicity shall be a regular part of Zeta Pi Chapter's Publicity budget.

Article XVII - Amendment

Section 1. The Bylaws of Zeta Pi Chapter may be amended by a majority affirmative vote of the Sustaining Members of Zeta Pi Chapter at a regular meeting in accordance with the following procedure:

A. The proposed change and its rationale must be read to Zeta Pi Chapter at a regularly scheduled meeting with no discussion of the proposal held during that meeting. The Keeper of Records will supply a copy of the proposed change to each sustaining member of Zeta Pi Chapter before the next regularly scheduled meeting.

B. At the second consecutive regularly scheduled meeting, the proposed change and its rationale will be read and discussed. Amendments to the proposed amendment shall be allowed, and the proposed change and its rationale will be read and then voted upon.

Section 2. Any amendment to the Bylaws of Zeta Pi Chapter shall be in full force and effect on and after the date of its passage, unless otherwise provided.

Section 3. Where appropriate, sequential number changes shall be made automatically when amendments are adopted that necessitate any renumbering

Section 4. The Parliamentarian, with the approval of the Board of Directors, may correct grammatical, typographical and spelling errors, so long as none of these corrections alter the intent of the affected provision.

Section 5. The Keeper of Records, in association with the Parliamentarian, shall republish the Bylaws of this Chapter whenever any change is adopted which has followed the procedure stated in Section 1. The republished Bylaws shall incorporate any and all adopted changes, to date, and shall be properly certified by the Polemarch, the Vice Polemarch, the Keeper of Records, and the Bylaws Committee Chairman, herein, the undersigned officers of Zeta Pi Chapter hereby certify the preceding seventeen (17) Articles to be a complete and correct edition of the "Bylaws of the Zeta Pi Chapter of Kappa Alpha Psi Fraternity, Inc.," adopted as of _____, 2019.

So Signed, and So Ordered, this _____ day of _____, in the year of our Lord, 2019.

Polemarch

Vice Polemarch

Keeper of Records

By-Laws Chairman

Last amended XX-XX, 2019