

Alumni Association of Tau Kappa Epsilon

Constitution

Article I Name and Purpose

Section 1 The name of this Association shall be:
Alumni Association of Tau Kappa Epsilon Fraternity.

Section 2 The object of this association shall be: to actively engage alumni Fraters
by promoting brotherhood and the mission of TKE through support of all Fraters,
TKE, the TKE Educational Foundation, and the community at large.

Article II Membership and Meetings

Section 1 Every initiated member of Tau Kappa Epsilon Fraternity, upon leaving college, shall be eligible to become a member of this association upon application and payment of the annual dues unless and until he is formally expelled or suspended from Tau Kappa Epsilon Fraternity.

Section 2 There shall be called at least one meeting in each quarter of the year at a time set by the President or a majority of the Executive committee. Notice of the time and place of meetings shall be sent to all members at least thirty days in advance. Those members in attendance at such a duly called meeting, unless unusually inclement weather prevails, shall constitute a quorum for the transaction of business.

Article III Officers and Committees

Section 1 The officers shall be the President, Vice-president, Secretary, and Treasurer. No member may hold more than one office at one time. Vacancies in the offices shall be held by the president. Officer terms will begin at the annual meeting in the fourth quarter of each year and serve through December 31st of the following year.

Section 2 The duties and powers of the officers shall be:

(a) The president shall be the executive officer of the association and shall preside at all meetings. It shall be his duty to advise the other officers of their duties and to keep informed of their performance, to appoint and supervise the functions of all committees, and in general to direct all functions of the association.

(b) The Vice-president shall perform such duties as assigned by the President and shall assume the powers and duties of the President in the latter's absence or inability to serve.

(c) The Secretary shall keep proper written minutes of all meetings and shall distribute copies of all minutes to the members of the executive committee and the chairmen of all committees within ten days after meetings. He shall be responsible for the mailing of all notices. He shall be responsible for the preservation of all records of the association and for the maintenance of an up-to-date mailing list of all members.

(d) The Treasurer shall receive and disburse all funds of the association and sign checks in the name of and on behalf of the association. He shall keep complete records of the financial condition of the association and make a financial report at each meeting.

Section 3 The Executive Committee shall consist of the four officers, the Immediate Past President and two members appointed by the President. This committee shall have the authority to run the affairs of the association between meetings of the membership.

Section 4 The standing committees of the association shall be: Recruitment, Retention, Programs, and Events.

Section 5 The President shall appoint such additional committees as are needed from time to time.

Article IV Finance

Section 1 Annual membership dues shall be \$ _____ due _____ of each year.

Article V Amendments and Interpretation

Section 1 Changes in this Constitution may be made by majority vote at any regularly scheduled meeting providing at least thirty days prior written notice has been mailed to each member.

Section 2 Matters not covered in this Constitution and its interpretation shall be governed by Roberts Rules of Order Newly Revised.

*Special thanks to the Washington DC Metropolitan Area Alumni Association for their contribution to this document.