

National Convention 2023



*Come Roll
With Phi Beta Chi*



Friday, June 23, 2023 -
Sunday, June 25, 2023

Durham, North Carolina

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Thank You

Thank you for registering for Phi Beta Chi National Convention 2023! We are SO excited to meet you in Durham, North Carolina! This packet is your go-to guide for everything Convention related. In this packet, you will find your “What to Expect” guide, meeting agenda, packing list, and so much more.

Please make sure to read carefully and if you have any questions, please reach out to phibxhq@gmail.com or post in the private Facebook Group for Phi Beta Chi National Sorority.

What to Expect

Convention is a time to gather as sisters of Phi Beta Chi to celebrate our sisterhood and cherish all the things we stand for as an organization. Additionally, Convention is an opportunity to build leadership skills, network with new friends, learn from each other, and set goals for our future! Attending this event is a way you can make a difference in our sisterhood at a national level!

Please expect to be immersed in all things Phi Beta Chi. The days will be busy, but rest assured that you will have plenty of time to relax! The National Board of Directors asks that you come with an open mind, willingness to engage and contribute to discussion, and bring ideas to share from your own experiences to share with others.

Travel

If flying, please allow 30 minutes travel time between Raleigh Durham International Airport (RDU) and the hotel/venue. Uber, Lyft, and Taxi are available for transportation. If you have not already done so, please share your arrival and departure time along with flight numbers with the BOD at phibxhq@gmail.com.

If driving, free parking is available on-site at the hotel.

Primary Convention activities will take place at the Hilton Garden Inn Durham Southpoint. Your hotel and lodging arrangements have been arranged for you with your event registration.

Contact Information for the Hotel:
Hilton Garden Inn-Durham Southpoint
7007 Fayetteville Road
Durham, NC 27713
Phone: 919-544-6000

Important Contacts

Please store the numbers of these board members in your own phone so that in case of an emergency you can easily reach us. Before you embark on your travels, please share with

your loved ones or emergency contacts in case they are unable to reach you and would like to speak with a board member.

Kristin Manning	919-278-8143
Nadia Jones	919-344-4793
Dawn Maynen	812-320-0628

Hotel & Food Arrangements

You can start checking into your hotel room starting at 3:00 PM on Friday. The hotel reservation fees have been included in your overall registration costs if you registered for the entire event or if you are a collegiate active sister. Collegiate sisters will be sharing a sleeping room with another sister from their own chapter. All alumnae registrants will have their own sleeping rooms unless they have requested to share a room with another sister and it was confirmed ahead of time.

All food, other than dinner Friday evening, has been covered in your overall registration costs. All dietary restrictions or needs have been accounted for if they were submitted in your initial event registration.

Check-In & Hospitality Suite

Please stop by the registration table outside of the Old Chatham Ballroom when you arrive at the hotel to check-in for Convention between 2:00 PM and 4:00 PM Friday. This is where you will receive your Phi Beta Chi Swag Bag, Convention t-shirt, and other goodies!

Our Hospitality Suite will be open each day for sisters to relax, congregate, and hang out! Many fun activities will be going on in the hospitality suite during this time frame - photo booth, snacks, music, and more! Please make use of this space as a common meeting space during the weekend!

The Hospitality Suite hours are as follows:

Friday - 2:00 PM - 11:00 PM
Saturday - 7:00 AM - 11:00 PM
Sunday - 7:00 AM - 10:00 AM

Schedule of Events

All events take place in the Old Chatham Ballroom II-III unless otherwise noted.
All times are listed in Eastern Time.

Friday, June 23, 2023

2:00 PM - 4:00 PM	Registration
4:00 PM - 4:30 PM	Kick Off Remarks
4:30 PM - 6:00 PM	Offsite Dinner
6:00 PM - 8:00 PM	Sisterhood Free Time (Optional)

Saturday, June 24, 2023

8:00 AM - 9:00 AM	Breakfast & Welcome
9:00 AM - 9:50 AM	<i>Keeping Your Faith Strong & Personal Bible Study Techniques</i> <i>Led by the Rev. Dr. Jane E. Kunzie-Brunner, JD</i>
9:50 AM - 10:00 AM	Break
10:00 AM - 10:50 AM	<i>How to Girlboss: Women's Professionalism in 2023</i> <i>Led by Dr. Kirsten Laurin-Kovitz</i>
10:50 AM - 11:00 AM	Break
11:00 AM - 11:50 AM	Unified Recruitment Plan Training
11:50 AM - 1:00 PM	Lunch Break
1:00 PM - 2:30 PM	National Business Meeting
2:30 PM - 3:00 PM	Break
3:00 PM - 4:00 PM	Spiritual Development and Philanthropy Activity
4:00 PM - 6:30 PM	Break
6:30 PM - 10:00 PM	White Rose Ball (Banquet Dinner and Awards Ceremony)

Sunday, June 25, 2023

8:00 AM - 9:00 AM	Continental Breakfast
9:00 AM - 11:00 AM	Closing Remarks

What to Pack

DRESS: The following is a list of requested attire for each day and activity. Please be aware that it can be quite hot and humid in North Carolina in the summertime. Air conditioning will also be in play. We encourage bringing layers to fit your own individual needs! Break times are built into the schedule to allow for any clothing changes as needed.

Friday 6/23/23:

- Kick Off - Casual, wear your letters!
- Offsite Dinner - Bring clothes and shoes comfortable to walk in if you are participating in the outing to Southpoint Mall or offsite dinner.
- Sisterhood free time - Casual

Saturday 6/24/23:

- Morning sessions - Business Casual
- National Business Meeting - Business Casual
 - Please wear your sorority pins if you are able to.
- Spiritual Development and Philanthropy Activity - Casual, wear your letters!
- Banquet and Dance - Semi-Formal/Cocktail Attire (no jeans) - Some sisters choose to wear nice pants and blouses and some choose to wear cocktail or evening dresses. Whatever you do, bring your dancing shoes!

Sunday 6/25/23:

- Sunday AM - Casual, wear your Convention t-shirt!

PREPARATION: To have the most effective use of our time, please review the following documents, download them to your personal electronic devices or print if you so choose, and be prepared to discuss the following items!

- 2023 National Business Meeting Agenda (included later in this document)
- 2022 National Business Meeting Minutes (available on the Convention website)
- National Fee Sheet (included later in this document)
- 2023-2024 Annual National Operating Budget (included later in this document)
- For Active Collegiate Sisters:
 - Your campus's Fall 2023 calendar and recruitment ideas
 - Three goals: One chapter/colony goal for each C (church, chapter, and community) for the next academic year

PACKING LIST: Below is a suggested packing list for the weekend!

- Annual T-shirt Swap (optional) - If you would like to participate, please bring a T-shirt from your specific chapter/colony or your University to share at the annual T-shirt Swap! This is always an annual Convention favorite! Bring it to the Convention Kick-Off!
- Laptop, tablet, or other electronic device to access any Convention materials. If choosing to print Convention documents, please download and print off before arriving. You will receive a printed copy of the schedule at check-in. Free wi-fi is available with your Convention registration and will be accessible in all meeting rooms and your hotel room.
- Reusable water bottle - ice water, coffee, and tea will be available in all meeting rooms.

- Spending money for off-site sisterhood activities and dinner on your own Friday evening or for any silent auction purchases.
- All necessary toiletries and medications.
- Camera or Phone - say cheese! :)

This Year's Speakers



Rev. Dr. Jane E. Kunzie-Brunner, JD

The Rev. Dr. Jane E. Kunzie-Brunner, JD, is a retired pastor of the Evangelical Lutheran Church in America. She holds a Bachelor of Arts from the University of Illinois, Champaign, a Master of Divinity and a Doctor of Ministry from The Lutheran School of Theology at Chicago and a Juris Doctor from Valparaiso University School of Law.

Jane is a member of the Alpha Chapter founding class and has served as the National President. Currently, she serves on the Rose of Sharon Educational Foundation. Jane's passion is Church governance, Biblical literacy and US Constitutional Law, particularly as it applies to religious liberty.

Jane is raising two daughters, Kathryn Elizabeth and Julianne Elyse. They are the joy and delight of her days.



Dr. Kirsten Laurin-Kovitz

An alumna of Alpha Chapter, Kirsten Laurin-Kovitz served as Phi Beta Chi National President from 1989-1993 as well as National Director of Properties and National Vice President for Membership. During her collegiate years, she was Alpha Chapter President and Recruitment Chair. Kirsten is currently a member of the ROSE Foundation Board of Directors.

Dr. Laurin-Kovitz is Associate Laboratory Director for Nuclear Technologies and National Security at Argonne National Laboratory, a federally funded research and development center of the US Department of Energy. At Argonne Kirsten leads a \$170M research unit of 500+ people that support a secure and resilient society by advancing nuclear energy and delivering innovative, objective science- and engineering-based solutions to strengthen energy, technology, and infrastructure safety, security, and sustainability. Her personal research interests center on promoting responsible use of nuclear materials and technologies. She has more than 20 years of experience in nuclear reactor analysis, nuclear nonproliferation, and nuclear material safeguards. She served as technical leader of global engagement programs in several countries notably in Ukraine.

In addition to her technical work, Kirsten actively supports diversity, equity, and inclusion efforts. She participates in Argonne's Women in Science and Technology Program, which provides leadership and resources to promote the success of women in scientific and

technical positions at Argonne. She was also the co-founder of Argonne's Introduce a Girl to Engineering Day for middle-school girls.

Dr. Laurin-Kovitz earned her Master of Science and Ph.D. degrees in Mechanical Engineering from Northwestern University and her Bachelor of Science in General Engineering from the University of Illinois at Urbana-Champaign.

Silent Auction

The annual silent auction is held throughout the weekend in the hospitality suite. Any donations are appreciated! If your chapter/colony or you as an individual are interested in contributing, please bring the item with you to Convention and drop it off in the hospitality suite by Friday evening. All proceeds from the silent auction support the Rose of Sharon Education (ROSE) Foundation and directly supports the education efforts for our sisterhood.

Sisterhood & Free Time

Please make use of our planned breaks to spend time hanging out in the hospitality suite or sightseeing Durham or Chapel Hill with your sisters! Sisters have the opportunity to take advantage of the following organized outings with Phi Beta Chi sisters. Please sign up at Convention Kick-Off if interested in joining (all sisterhood activities are not included in initial registration costs and are considered an out-of-pocket expense):

Friday Evening: The Streets at Southpoint (shopping mall)

Should sisters choose to spend their free time elsewhere, we ask that **NO SISTERS TRAVEL ALONE**.

Other local landmarks include Morehead Planetarium, Dean E. Smith Center, American Tobacco Campus, Sarah P. Duke Gardens, Durham Bulls Athletic Park, Durham Performing Arts Center, and Cameron Indoor Stadium. Uber and Lyft are available for local transportation.

Phi Beta Chi 2023 National Business Meeting Agenda

Saturday, June 24, 2023
Durham, North Carolina

Call to Order: Kristin Manning, National Director of Operations

Creed: Nadia Jones, National Director of Membership

Roll Call: Kristin Manning, National Director of Operations

Beta Chapter
Zeta Chapter
Kappa Chapter – no current active members
Tau Chapter – no current active members
North Carolina Alumnae Chapter
Central Illinois Alumnae Chapter
Northern Illinois Alumnae Chapter

National Board of Directors (BOD) officers:

Director of Operations
Director of Policy
Director of Finance (vacant)
Director of Development
Director of Membership
Director of Information and Public Relations
Director of Customs
Director of Expansion
Sub-Chairs

Other Voting Members: Directors Emeritus, Honorary Members

Other Members: Please see the list of registered attendees at the end of the Convention booklet.

Guests/Visitors

Approval of Meeting Agenda: Kristin Manning, National Director of Operations

Approval of 2022 Minutes: Dawn Maynen, National Director of Policy

Finance Report: Dawn Maynen, National Director of Policy

Chapter / Colony Reports:

Chapter and Colony Annual Report on Past Year's Activities:

Beta Chapter
Zeta Chapter
Kappa Chapter - no current active members
Tau Chapter - no current active members

North Carolina Alumnae Chapter

Central Illinois Alumnae Chapter

Northern Illinois Alumnae Chapter

Chapter and Colony Future Goal Reports:

Beta Chapter

Zeta Chapter

Kappa Chapter - no current active members

Tau Chapter - no current active members

North Carolina Alumnae Chapter

Central Illinois Alumnae Chapter

Northern Illinois Alumnae Chapter

National Board of Directors Report: Kristin Manning, National Director of Operations

National Board of Directors Officer Reports:

Kristin Manning, National Director of Operations and Sub-Chair Katie Bowen

Dawn Maynen, National Director of Policy and Sub-Chair Cherie Lytle

Brittany Sunneberg, National Director of Expansion

Kristi Kite, National Director of Development and Sub-Chair Alyssa Henderson

Loretta Bohn, National Director of Customs

Nadia Jones, National Director of Membership

Savanna Phifer, National Director of Information and Public Relations and
Sub-Chairs Melanie Shacka and Jen Butler

Old Business: Kristin Manning, National Director of Operations

A. No old business

New Business:

A. Approval of Budget – Kristin Manning, National Director of Operations

B. Approval of Amendments to the National Constitution and Bylaws – Dawn Maynen,
National Director of Policy

C. Kappa Chapter Revitalization Committee - Nadia Jones, National Director of Membership
and Committee Chair

National Officer Election and Appointments: Kristin Manning, National Director of Operations

Elected positions are open to all alumnae in good standing, whom have been in this position for at least 1 year. Sub-chairs positions are open to alumnae in good standing, regardless of graduation year.

Open nominations from floor:

Slated Elected Positions:

Director of Expansion (2 year term) - Brittany Sunneberg
Director of Finance (2 year term) - Delaney Evelo
Director of Membership (2 year term) - Nadia Jones
Director of Policy (2 year term) - Dawn Maynen

Appointed Sub-Chair Positions:

Operations Sub-chairs – Katie Bowen and Ashley Maldonado
Policy Sub-chair – Cherie Lytle
Finance Sub-chair – No nominations
Information and Public Relations Sub-chair – Melanie Shacka, Jen Butler
Expansion Sub-chair - No nominations
Membership Sub-chairs – No nominations
Customs Sub-chair – Amanda Transou
Development Sub-chair – Alyssa Henderson

Miscellaneous Business

Adjournment

PHI BETA CHI NATIONAL SORORITY

2023-2024 Annual Operating Budget

Fiscal Year Ending August 31, 2024

	This Year 2023-2024 Budget	Last Year 2022-2023 Budget
Revenues:		
National dues	5,301.00	6,155.50
Associate member fees	375.00	500.00
Activation fees	2,800.00	4,000.00
Convention registrations	800.00	0.00
Merchandise sales	100.00	100.00
Fundraising income	60.00	300.00
Other income	<u>378.00</u>	<u>532.00</u>
Total Revenues	<u>9,814.00</u>	<u>11,587.50</u>
Expenses:		
Chapter/colony maintenance and expansion	2,900.00	4,000.00
National office expenses	1,042.00	997.00
Digital transformation	400.00	1,000.00
Insurance	7,000.00	6,500.00
Rent expenses	600.00	600.00
Convention expenses	2,000.00	2,000.00
Merchandise purchases	610.00	860.00
Newsletter production	840.00	0.00
Other expenses	275.00	1,420.00
Subtotal Expenses	<u>15,667.00</u>	<u>17,377.00</u>
Contributions to restricted funds	0.00	0.00
Total Expenses	<u>15,667.00</u>	<u>17,377.00</u>
Net Revenues over Expenses	(5,853.00)	(5,789.50)

National Fee Sheet (Proposed eff. June 24, 2023)

1. Collegiate Chapter and Colony National Dues

National dues are collected twice per year from each collegiate chapter and colony. The amount due is based upon the age of the chapter/colony, and the number of active members. The following guidelines are presently in use:

Colonies:

Year 1	\$27.50 per active member
Year 2	\$33.00 per active member
Year 3+	\$38.50 per active member

Chapters:

Year 1	\$49.50 per active member
Year 2	\$60.00 per active member
Year 3+	\$71.50 per active member

The Director of Finance will send electronic invoices to the email address on file for the collegiate chapter or colony's Director of Finance. Invoices will be sent by October 15 (fall semester) and March 10 (spring semester), with payments due 30 days from the invoice date. The amounts will be calculated based on the most recent roster on file with the National Board of Directors (BOD). Please ensure that the most accurate roster is provided to the BOD as outlined in the Leadership Manual by August 31 (fall semester) and January 31 (spring semester).

2. Associate Member Activation Fee

A one-time associate member fee of \$225.00 is paid by each member joining a collegiate chapter or colony. The fees will be included with the chapter/colony national dues invoice following the schedule mentioned above. Each chapter or colony should collect an initial \$25 deposit prior to the Induction ceremony, and the remaining \$200 should be collected prior to the Activation ceremony. Associate Member fees are non-refundable. If an Associate Member is inducted but does not activate, the chapter or colony is only responsible for paying the initial \$25 to nationals, provided the necessary paperwork/communication is provided to the BOD. *No member may serve as an officer, or is considered an active member until activation fees are completely paid.*

3. Alumnae Chapter and Alumnae Association National Dues

National dues are collected once per year from each Alumnae Chapter and Alumnae Association. The amount due is based upon the number of active members. The current rate to be collected is \$10 per active member. The Director of Finance will send an electronic invoice to the email address on file for the Alumnae Chapter or Alumnae Association's Director of Finance. Invoices will be sent by March 10, with payments due 30 days from the invoice date. The amount will be calculated based on the most recent roster on file with the National Board of Directors (BOD). Please ensure that the most accurate roster is provided to the BOD by January 31 of each year.

4. Convention Registration Fee

Each collegiate chapter may be billed for two registration fees and colonies may be billed for one. Registration fees vary from year to year but are no more than \$400. This fee, if charged, will be included on the spring invoice only.

5. Membership Minimum Fee

Collegiate chapters and colonies that have fallen below the membership minimum as outlined in the most recent membership growth plan may have the option to pay a one-time fee to avoid hibernation or closure proceedings. *The option to avoid hibernation or closure proceedings by paying the membership minimum fee will only be available if the chapter/colony has the funds to pay the fee immediately available in the chapter/colony savings account.*

The current rate is \$325 per member below the minimum requirement. For example, if the membership growth plan outlined a minimum of 20 members required by April 15, and the chapter had 18 members at that date, the chapter may have the option to pay \$650 to avoid hibernation or closure proceedings. This fee will be invoiced separately and should utilize savings account funds.

6. Technology Fee

Collegiate chapters and colonies must pay all reasonable charges associated with technology or software. This may include passthrough fees for membership management software, communications services, and other digital transformation initiatives as deemed valuable and appropriate by the BOD. The technology fee will be included on the national dues invoices twice per year. The current rates are:

Colonies: \$7.00 per member

Chapters: \$7.00 per member

7. Payments

Invoices may be paid by online ACH (preferred method) or by check. Checks can be made payable to Phi Beta Chi Sorority, Inc. and mailed to PO Box 2274, Garner, NC 27529.

8. Late Fees

A 10% late fee may be assessed at each 30-day period after the invoice due date if payment is not made.

9. Returned Check Fee

A fee of \$10 will be assessed for any check that is refused payment for any reason. This includes checks from chapters and colonies as well as individuals.

10. Donation to the Rose of Sharon Education (ROSE) Foundation

Each semester, an invoice may be sent to chapters and colonies from ROSE requesting a minimum donation. This donation, if requested, is required to maintain good standing.

11. Purchase of Specialty Items

Various specialty items such as stationery, shirts, jewelry, **graduation cords**, etc. may be purchased from the National Board of Directors. Available items and current prices may be listed on the national website at <https://www.phibetachi.org/shop>, in the online merchandise store at <http://www.phibetachistore.com>, or via CheddarUp. Payment must be received before any items will be shipped. Please reach out to the Director of Finance with any questions.

Constitution & Bylaws of Phi Beta Chi Sorority (Proposed eff. June 24, 2023)

PHI BETA CHI NATIONAL CONSTITUTION

ARTICLE I NAME

- Section 1 The name of this organization shall be Phi Beta Chi.
Section 2 Phi Beta Chi shall be incorporated.
Section 3 For the purpose of this constitution and the accompanying bylaws, Phi Beta Chi is hereinafter designated as “this Sorority.”

ARTICLE II PURPOSE

- Section 1 The purpose of this Sorority shall be to uphold the integrity of the Creed of Phi Beta Chi.
Section 2 The Creed of Phi Beta Chi shall be used as the standard of this Sorority.

ARTICLE III MEMBERSHIP

- Section 1 This Sorority shall consist of Collegiate Chapters that are duly chartered by the National Board of Directors.
Section 2 This Sorority shall consist of Alumnae Chapters that are duly chartered by the National Board of Directors.
Section 3 This Sorority shall consist of Collegiate Colonies that are duly authorized by the National Board of Directors.
Section 4 This Sorority shall consist of Alumnae Associations that are duly authorized by the National Board of Directors.
Section 5 The National Board of Directors may call upon any Colony, Chapter, or Association to account for any of its actions. A Chapter, Colony, or Association may have its authorization or charter annulled, upon a three-fourths vote of the National Board of Directors.

ARTICLE IV DIRECTORS AND COMMITTEES

- Section 1 The elected directors of the National Board of Directors shall be the Director of Operations, Director of Finance, Director of Policy, Director of Expansion, Director of Development, Director of Customs, Director of Membership, and Director of Information and Public Relations. Each elected director shall be privileged to seat, voice, and one vote at the National Convention. Each director shall be an alumna of a Collegiate Chapter or Colony of this Sorority and have been such for at least one full year.
Section 2 Each director shall be elected to a two year term of office. There shall be no limit to the number of consecutive terms a director may serve.
Section 3 The National Board of Directors may also have Directors Emeritus. Each Director Emeritus shall be entitled to seat and voice at the National Convention. Directors Emeritus shall be elected for life.
Section 4 The National Board of Directors shall choose to utilize sub-chairs and committees as needed. Sub-chairs and committee members shall be appointed by the National Board of Directors. Each sub-chair and committee member shall be an alumna of a Collegiate Chapter or Colony of this Sorority.

ARTICLE V ELECTIONS AND MEETINGS

- Section 1 The National Convention shall be the supreme legislative body of this Sorority.
Section 2 The Nominating Committee, appointed by the Director of Operations, shall submit a slate of candidates for each director to the National Convention. Further nominations for each director may be taken from the floor of the National Convention.
Section 3 Each director must be elected by a simple majority of the National Convention.
Section 4 In the event of the vacancy of a director, the National Board of Directors shall appoint an alumna of the Sorority to fill the remaining term of office. During the vacancy of any office, the responsibilities of that vacant office shall be distributed among the remaining national directors and/or sub-chairs per the National Board’s discretion.

- Section 5 Any National director shall be subject to review, possible recall, and shall resign upon a three-fourths vote of the National Board of Directors.
- Section 6 The National Convention shall convene annually either in person or via video/ teleconference upon the call of the National Board of Directors.

ARTICLE VI GENERAL PROVISIONS

- Section 1 This constitution may be amended upon a three-fourths vote of the National Convention.
- Section 2 This constitution and accompanying bylaws shall be deemed controlling in the case of any conflict arising between them and the constitution or bylaws of any Phi Beta Chi Chapter or Colony.

PHI BETA CHI **NATIONAL BYLAWS**

ARTICLE I NAME AND PURPOSE

This Sorority is incorporated under the nonprofit corporation laws of the State of Illinois as “Phi Beta Chi Sorority” with its purpose to uphold the integrity of the Creed of Phi Beta Chi.

ARTICLE II GOVERNING ENACTMENTS

This Sorority exists as a corporation pursuant to the provisions of the Illinois General Not For Profit Corporation Act of 1986 (the “Act”) and the Articles of Incorporation granted thereunder by authority of the State of Illinois (the “Articles”), and subject to such Act and Articles, is governed by the constitution of this Sorority and these bylaws, and the rules, policies, or other enactments of the National Board of Directors duly adopted in accordance with these bylaws. In the event of any conflicting rules, policies, or enactments, the constitution and these bylaws shall prevail. These bylaws shall constitute the corporate bylaws required by the Act.

ARTICLE III MEMBERSHIP

- Section 1 A Collegiate Colony shall consist of a group of at least five undergraduate female students at an accredited institution of higher education who have been authorized to form a Collegiate Colony by the National Board of Directors. Each Collegiate Colony having Active Members shall be privileged to seat, voice, and one vote at the National Convention. Each Collegiate Colony shall submit a constitution, bylaws, and financial records annually to the National Board of Directors. Membership shall be reviewed annually by the National Board of Directors. Each Collegiate Colony shall be responsible for paying annual dues as set forth in the annual budget approved by the National Board of Directors and the National Convention and be responsible for donating to the Rose of Sharon Education Foundation every semester. Each Collegiate Colony shall have a Pastoral Advisor, a Faculty Advisor, and such other local advisors as the Colony deems necessary or appropriate, in each case as approved by the National Board of Directors. Each member of a Collegiate Colony must meet the guidelines for membership set forth in the Standards Manual and the constitution and bylaws of the Colony and may not be or have been initiated as a member of any other Panhellenic Greek Letter Society.
- Section 2 A Collegiate Chapter shall consist of a group of at least five undergraduate female students at an accredited institution of higher education who have been chartered by the National Board of Directors. Each Collegiate Chapter shall be privileged to seat, voice, and two votes at the National Convention. Each Collegiate Chapter shall submit a constitution, bylaws, and financial records annually to the National Board of Directors. Each Collegiate Chapter shall be responsible for paying annual dues as set forth in the annual budget approved by the National Board of Directors and the National Convention and be responsible for donating to the Rose of Sharon Education Foundation every semester. Each Collegiate Chapter shall have a Pastoral Advisor, a Faculty Advisor, and such other local advisors as the Chapter deems necessary or appropriate, in each case as approved by the National Board of Directors. Each member of a Collegiate Chapter must meet the guidelines for membership set forth in the Standards Manual and the constitution and bylaws of the Chapter and may not be or have been initiated as a member of any other Panhellenic Greek Letter Society.
- Section 3 Each Alumnae Chapter shall be a group of at least six alumnae of this Sorority who have been chartered by the National Board of Directors. An Alumnae Chapter shall be named for the general

area in which its members reside. Each Alumnae Chapter shall be privileged to seat, voice, and two votes at the National Convention. Each Alumnae Chapter shall submit a constitution and bylaws annually to the National Board of Directors. Each Alumnae Chapter shall be responsible for paying annual dues as set forth in the annual budget approved by the National Board of Directors and the National Convention and be responsible for making an annual donation to the Rose of Sharon Education Foundation. Each member of an Alumnae Chapter must meet the guidelines for membership set forth in the constitution and bylaws of the Alumnae Chapter and may not have been initiated as a member of any other Panhellenic Greek Letter Society.

- Section 4 Alumnae Associations shall be a group of at least six alumnae of this Sorority who have been authorized by the National Board of Directors to form an Alumnae Association. An Alumnae Association shall be named for the Collegiate Chapter or Colony from which its membership is derived. Each Alumnae Association shall be privileged to seat, voice, and $\frac{1}{2}$ vote for each 10 members of the Alumnae Association, up to a maximum of two votes at the National Convention. Each Alumnae Association shall submit a constitution and bylaws annually to the National Board of Directors. Each Alumnae Chapter shall be responsible for paying annual dues as set forth in the annual budget approved by the National Board of Directors and the National Convention and be responsible for making an annual donation to the Rose of Sharon Education Foundation. Each member of an Alumnae Association must meet the guidelines for membership set forth in the constitution and bylaws of the Alumnae Association and may not have been initiated as a member of any other Panhellenic Greek Letter Society.
- Section 5 National Honorary Membership may be awarded to individuals who have made unusual, outstanding, and valuable contributions to this Sorority. Any Collegiate Colony or Chapter may, upon a three-fourths vote, submit for approval by the National Board of Directors the name of a man or woman, 21 years of age or older, who is not an undergraduate student, to be considered for this honor. Upon approval and initiation, the National Board of Directors shall provide the appropriate article of Sorority jewelry. Each National Honorary Member shall have a seat and voice at the National Convention. A National Honorary Member may not have been initiated as a member of any other Panhellenic Greek Letter Society.
- Section 6 The National Board of Directors shall have the right to review the membership selection process for all Collegiate Colonies, Collegiate Chapters, Alumnae Chapters, and Alumnae Associations. All membership shall be subject to the approval of the National Board of Directors.
- Section 7 The National Board of Directors shall have the right to review the elected officers of each Collegiate Chapter and Collegiate Colony and shall retain the right to remove the same.
- Section 8 The National Board of Directors shall support any Phi Beta Chi Alumnae Housing Corporation by finding just cause with respect to members of this Sorority not complying with housing obligations set forth by their respective Collegiate Colony or Collegiate Chapter and the Alumnae Housing Corporation and subjecting such a member to disciplinary measures upon written request to the National Board of Directors.
- Section 9 No potential member shall become associated with a Collegiate Colony or Collegiate Chapter of this Sorority without having a cumulative grade point average of 2.0 of a 4.0 scale, or the equivalent thereof on any other grading scale established by the institution of higher education she attends.
- Section 10 Associate, Active, and Alumnae members may be subject to disciplinary measures when there is a finding that "Just Cause" exists. Just Cause, which may further be defined in policies and procedures to be adopted by the National Board of Directors, includes but is not limited to (a) engaging in conduct which is unlawful or immoral or which is in violation of the rules or standards of conduct established for members of this Sorority, for members of a Collegiate Colony or Chapter, or for students of the institution of higher education in which a member is enrolled; (b) consistently failing or refusing to fulfill the duties of membership in or service to this Sorority without cause, such as physical disability; (c) willfully severing one's self from relationships with this Sorority or its members; or (d) otherwise acting to the derogation of this Sorority. Upon a finding of Just Cause in accordance with procedures that may be adopted by the National Board of Directors for Alumnae or National Honorary Members, or with the procedures set forth in the Standards Manual and Chapter or Colony's constitution and bylaws for Associate and Active Members, members may be subject to fines, probation or suspension.
- Section 11 When the National Board of Directors determines that the need exists to take action regarding the status of a Collegiate Colony, Collegiate Chapter, Alumnae Chapter, or Alumnae Association, it may, by majority vote, place the Collegiate Colony, Collegiate Chapter, Alumnae Chapter, or Alumnae Association on probation or suspend or withdraw such group's charter or nationally recognized status. Need for such action includes, but is not limited to: (a) failure to conform to the

administrative, membership, and financial standards and requirements of this Sorority; and (b) collective conduct or the condoning of individual conduct that constitutes Just Cause for disciplining members under Article III, Section 10 of these bylaws.

Section 12 Each Collegiate Chapter or Collegiate Colony must comply with its university guidelines regarding the minimum membership number that is required. As of November 20, 2022, each Collegiate Chapter or Colony must maintain at least five active, non-graduating members. If the membership minimum is not met, the National Board of Directors shall hold a vote upon the status of the Collegiate Chapter or Collegiate Colony at the next monthly meeting.

ARTICLE IV NATIONAL CONVENTION

Section 1 The supreme legislative body of this Sorority shall be the National Convention, which shall be convened annually either in person or via video/ teleconference during the months of May, June, July, or August at such time, date, and place as shall be selected by the National Board of Directors. Not less than five nor more than 60 days prior to the convening date, notice of the time, date, and place for the National Convention shall be announced via official Sorority channels of communication.

Section 2 The presence of members of this Sorority holding a majority of the votes entitled to be cast at the National Convention, represented in person or by proxy, shall constitute a quorum for the conduct of business at the National Convention. If a quorum is present, the affirmative vote of a majority of the votes present and voted, in person or by proxy, shall be the act of the National Convention, unless the vote of a greater number is required by the Act, the Articles, or these bylaws.

ARTICLE V NATIONAL BOARD OF DIRECTORS

Section 1 The National Board of Directors shall have general supervision, direction, and control over this Sorority during the recess of the National Convention, and shall have all powers of the National Convention, except that the National Board of Directors shall not have the power to alter or to amend the Articles or these bylaws. Subject to any limitations of the Articles or these bylaws or as established by the National Convention, the National Board of Directors may establish, amend, and abolish rules and regulations governing the operations and activities of any parts, divisions, or organizations within this Sorority.

Section 2 The National Board of Directors shall be composed of the Director of Operations, Director of Finance, Director of Policy, Director of Expansion, Director of Development, Director of Customs, Director of Membership and Director of Information and Public Relations. Sub-chairs for each Director may be appointed and filled by the National Board of Directors as needed.

Section 3 The National Board of Directors shall hold regular monthly meetings at such dates, times and places as the Director of Operations shall decide. The National Board of Directors may be convened in special meetings by a call to meet by either the Director of Operations or any two members of the National Board of Directors on a date, time, and place as may be set forth in the call. The National Board of Directors shall be expected to attend the annual in-person meeting during the National Convention.

Section 4 The presence of a majority of the members of the National Board of Directors then in office, represented in person or by proxy, shall constitute a quorum. At each meeting of the National Board of Directors where a quorum is present, all business shall be decided by a majority vote of those participating, unless otherwise specified in the Articles, these bylaws, or the Act.

ARTICLE VI ELECTED OFFICERS AND APPOINTED COMMITTEES

Section 1 The Director of Operations shall oversee all functions of the National Board of Directors and serve as the liaison between the Board and the Rose of Sharon Education Foundation. She shall be elected in even numbered years.

Section 2 The Director of Finance shall direct the maintenance and reporting of all funding and expenditures of the Sorority. She shall be elected in odd numbered years.

Section 3 The Director of Policy shall oversee the standards, constitution, and bylaws of the Sorority. She is to assume the responsibility of the Director of Operations office in the event of a vacancy. She shall be elected in odd numbered years. In the event of a vacancy of both the Director of Policy and the Director of Operations, all responsibilities of these offices will be distributed to the remaining national directors and/or sub-chairs per the National Board's discretion.

- Section 4 The Director of Expansion shall be responsible for the growth of the sorority through the opening of new colonies and the recruitment and retention of new members. She shall be elected in odd numbered years.
- Section 5 The Director of Development shall be responsible for managing the education and development of the Sorority's active sisterhood. She shall be elected in even numbered years.
- Section 6 The Director of Customs shall oversee all aspects of Sorority church, chapter, and community efforts and ensure the value of this Sorority are upheld. She shall be elected in even numbered years.
- Section 7 The Director of Membership will serve as the point of contact for all Alumnae and Active membership of the Sorority. She shall be elected in odd numbered years.
- Section 8 The Director of Information and Public Relations will be responsible for developing and maintaining the National website and all social media presences. She shall be elected in even numbered years.
- Section 9 Directors Emeritus shall be elected to the National Board of Directors upon the recommendation of the National Board of Directors.
- Section 10 The Director of Membership shall keep an active listing of all alumnae membership that has expressed interest in assisting the Board of Directors with their efforts. This database will be utilized to fill any sub-chair positions or ad hoc committees, as needed. There shall be no limit to the number of terms a committee member may serve.

ARTICLE VII WAYS AND MEANS

- Section 1 All Collegiate Colonies and Chapters, Alumnae Associations, and Alumnae Chapters shall pay dues and fees as set forth in the annual budget approved by the National Board of Directors and the National Convention. The national dues may not be increased by more than 5% in any given year.
- Section 2 Each potential Associate Member shall pay the Associate Member fee as set forth in the annual budget approved by the National Board of Directors and the National Convention. She may not be recognized as an Associate Member until the Associate Member fee accompanied by the appropriate registration has been received.
- Section 3 Each Associate Member who has completed the Associate Member criteria shall not be recognized as an Active Member until the initiation fee established set forth in the annual budget approved by the National Board of Directors and the National Convention and the appropriate registration has been received and official badge has been purchased by the initiated member.
- Section 4 Failure to comply with the financial standards of this Sorority will result in a finding of Just Cause and may result in disciplinary measures in accordance with Article III of these bylaws.
- Section 5 Upon the dissolution of this sorority's corporation, all outstanding debts will be paid and the remaining funds will be donated equally to the national philanthropies specified in Article IX of these bylaws.

ARTICLE VIII OPERATIONS AND PROPRIETORSHIP

- Section 1 The National Board of Directors of Phi Beta Chi shall be the sole authorizing agent of all jewelry, manuals, books, and all material bearing the insignia of and/or name of this Sorority. The National Board of Directors shall disseminate all publications of this Sorority.
- Section 2 Solicitation of funds for any Collegiate Chapter or Collegiate Colony or any presentations representing this Sorority shall be done only with the permission of the National Board of Directors.
- Section 3 Upon revocation of a Collegiate Colony's authorization or a Collegiate Chapter's charter, the National Board of Directors shall take possession of all records, **financial assets, accounts, documents and official materials. In addition, the National Board of Directors may, in its sole discretion, take possession of all financial assets, records, accounts, documents and official materials of any Chapter or Colony should the National Board of Directors deem such action necessary for the good of the organization.**

ARTICLE IX JEWELRY AND INSIGNIA

- Section 1 The official colors of this Sorority shall be azure blue and white.
- Section 2 The official badge and insignia of this Sorority shall be kept by the National Board of Directors and shall only be available through the National Board of Directors of this Sorority.

- Section 3 The official crest of this Sorority shall be kept by the National Board of Directors.
- Section 4 The official flower of this Sorority shall be the “White Rose of Sharon.”
- Section 5 The official mascot of this Sorority shall be the lamb.
- Section 6 The official song of this Sorority shall be “Now a Rose.”
- Section 7 The official nickname of this Sorority shall be “Beta Chi.”
- Section 8 The official philanthropies of this Sorority shall be AbleLight and the YMCA.
- Section 9 The official motto of this Sorority shall be “Amor Via Vitae in Christo,” in Latin, and “Love Through Life in Christ,” in English translation.
- Section 10 The Creed of this Sorority shall be: “We the Sisters of Phi Beta Chi, shall strive to be faithful and energetic Christian leaders and shall celebrate the Lutheran Heritage. We stand for good scholarship, for the guarding of good health, for the maintenance of fine standards, for service to Church and Humanity, and for the attainment of excellence in all of our endeavors. In all of our activities, we shall strive to be living symbols of the Rose of Sharon and shall use Love through Life in Christ as the ideal which shall guide our lives. For I am the Rose of Sharon, the Lily of the Field.”

ARTICLE X NATIONAL AWARDS

The National Board of Directors shall determine and present awards on an annual basis at the National Convention held either in person or via video/ teleconference.

ARTICLE XI ALUMNAE HOUSING CORPORATIONS

- Section 1 With the approval of the National Board of Directors, an Alumnae Housing Corporation shall be established by following all state and federal regulations and Phi Beta Chi policies.
- Section 2 An Alumnae Housing Corporation Board of Directors shall be appointed by the National Board of Directors as dictated by state and federal regulations and Phi Beta Chi policies. Filling of all vacancies on the Board of Directors of an Alumnae Housing Corporation shall be subject to approval by the National Board of Directors.
- Section 3 The National Board of Directors shall have the authority to request and enforce the resignation or removal from office of any director or officer of an Alumnae Housing Corporation who does not fulfill properly the requirements of his or her office or who refuses to comply with these bylaws or requirements of the National Board of Directors.

ARTICLE XII PARLIAMENTARY AUTHORITY

Except as may be provided otherwise by applicable law, the Articles, these bylaws, or rules, regulations or enactments of the National Convention or the National Board of Directors, the parliamentary procedures governing meetings of the National Convention, the National Board of Directors, a Collegiate Colony, a Collegiate Chapter, an Alumnae Chapter, an Alumnae Association, or any committee or organized body of this Sorority shall be as set forth in the current edition of *Robert's Rules of Order*.

ARTICLE XIII AMENDMENTS

These bylaws may be amended upon approval by the National Board of Directors and a three-fourths vote of the National Convention.

Registered Attendees (as of June 14, 2023)

<u>First Name</u>	<u>Last Name</u>	<u>Chapter/Colony</u>	<u>Maiden Name (if applicable)</u>
Jane	Kunzie-Bruner	Alpha	
Kirsten	Laurin-Kovitz	Alpha	Laurin
Isabelle	Hemenway	Beta	
Alexandra	Martin	Beta	
Linda	Saddler	Beta	Garwood
Melanie	Shacka	Chi	Irwin
Dawn	Maynen	Eta	Foose
Mikaela	Meierhofer	Iota	
Brittany	Sunneberg	Iota	Hovendick
Loretta	Bohn	Kappa	
Katherine	Bowen	Kappa	
Nadia	Jones	Kappa	Randolph
Kristin	Manning	Kappa	Williams
Brooke	Robotti	Kappa	
Amanda	Transou	Kappa	
Brooke	Worley	Zeta	
Celeste	Valdez	Zeta	