

PHI MU ALPHA SINFONIA FRATERNITY OF AMERICA, INC.



PROVINCE THREE BYLAWS

BY-LAWS
GOVERNING THE COUNCIL OF PROVINCE THREE
PHI MU ALPHA SINFONIA FRATERNITY OF AMERICA, INC.

ARTICLE I

Name, Purpose, Governing Laws

*Section One. **Name And Location.*** This organization shall be known as the Council of Province Three of Phi Mu Alpha Sinfonia Fraternity of America.

The boundaries of Province Three shall consist of those set by the National Executive Committee of Phi Mu Alpha Sinfonia Fraternity of America.

*Section Two. **Constitutional Authority.*** The Province Three Council is organized in accordance with Article XIII, Section Two of the National Constitution of Phi Mu Alpha Sinfonia Fraternity of America, Inc.

*Section Three. **Purpose.*** The council should organize and concern itself with activities and decisions dedicated to the welfare of the province, membership education, chapter interaction, and the pursuit of the fraternity goals. The council shall also serve as a medium for interaction between chapters and colonies in the province as well as province officers for the purpose of sharing information and coordinating province activities, assisting province officers in the planning and execution of province workshops, and advising province officers on the development of province activities which will further the goals of Phi Mu Alpha Sinfonia Fraternity.

*Section Four. **Governing Documents.*** The Province Three Council shall function in accordance with the National Constitution of Phi Mu Alpha Sinfonia Fraternity and the Province Three Bylaws.

*Section Five. **Parliamentary Authority.*** The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Province Three Council in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the National Constitution of Phi Mu Alpha Sinfonia Fraternity, or any special rules of order which the Province Three Council may adopt.

ARTICLE II Organization

Section One. Membership. The Province Three Council shall be comprised of the president and province council representative from each chapter, colony and organized alumni association, the province governor, the collegiate province representative, the assistant collegiate representatives, and the province treasurer. In order to ensure equal representation from each chapter and colony, chapter presidents and/or province council representatives may send an active member of their chapter to attend meetings of the province council in their absence.

Section Two. Officers.

Subsection One. Names. The Province Three Council shall have five officers: a chairman, a recording secretary, a corresponding secretary, a treasurer and an advisor.

Subsection Two. Chairman. The elected Collegiate Province Representative (CPR) of Province Three shall serve as Chairman of the Province Three Council. He shall guide the conduct of affairs of the Council, and shall perform other duties as the Council may specify. He shall act for the Council on all matters affecting the province organization. He shall have the exclusive charge of all correspondence on behalf of the Council. He shall vote only in the case of a tie.

Subsection Three. Recording Secretary. The elected Second Assistant Collegiate Province Representative (ACPR2) of Province Three shall serve as Recording Secretary of the Province Three Council. He shall act as recorder at all province meetings. He shall prepare the minutes of these meetings and turn them over to the Corresponding Secretary for distribution. With the Corresponding Secretary, he shall prepare and distribute a province newsletter as often as set by the Council.

Subsection Four. Corresponding Secretary. The elected First Assistant Collegiate Province Representative (ACPR1) of Province Three shall serve as Corresponding Secretary of the Province Three Council. He shall distribute the minutes of all province meetings to all Council members, chapters, faculty advisors and the National Headquarters in a timely fashion. With the Recording Secretary he shall prepare and distribute a province newsletter as often as set by the Council.

Subsection Five. Treasurer. The Governor of Province Three shall appoint a Treasurer of the Province Three Council. The Treasurer shall maintain province funds and shall dispose of these funds under instruction of the Province Three Council. He shall make a detailed report at each Province Three Council meeting, and shall prepare a budget for the fall Province Three Council meeting.

Subsection Six. Advisor. The Governor of Province Three shall serve as the Advisor to the Province Three Council.

Subsection Seven. Eligibility. To hold province office, the chapter from which the candidate represents must have paid province dues at the time of elections. If this requirement has not been met, then the individual is not eligible for holding province office.

ARTICLE III Management

*Section One. **Meetings.*** The Province Three Council shall meet at least once each fall and spring semester and at other times as designated by the Province Leadership Committee.

*Section Two. **Quorum.*** A quorum for the Province Three Council shall consist of a simple majority of voting members, proving that a majority of chapters, colonies and organized alumni associations are represented.

*Section Three. **Voting.*** Each active Province Council Representative shall receive one vote. The Chairman shall vote only in the event of a tie. The Recording Secretary, Corresponding Secretary, Treasurer and Advisor shall act as non-voting members of the Province Three Council.

*Section Four. **Exceptions.*** There are certain issues on which colony representatives shall not have a vote. These shall include, but are not limited to, discussion which contain material that is confidential to initiated brothers only. The Advisor shall make the decision to revoke a colony's right to representation when such issues arise.

ARTICLE IV Finances

*Section One. **Dues.*** Each chapter/colony shall pay province dues in the amount of \$5.00 per active brother or colony member (in good standing) per year. Dues are to be paid on or before November 1st of each year. Any chapter/colony that would not have paid all fines, before a meeting of the Province Council, shall lose its voting privileges. Voting privileges will be restored immediately upon compliance.

*Section Two. **Province Accounts.*** The Province Three Treasurer shall maintain a checking and/or a savings account in the name of Province Three at a statewide bank.

*Section Three. **Disbursement.*** The Province Three Council shall control the disbursement of funds within the province bank accounts. Funds shall be disbursed in accordance with a budget to be set by the Province Three Finance Committee no later than October 1 of each year. Province funds shall be used to assist host chapters with costs associated with the Fall Sprawl, the Province Workshop and other events and items as directed by the Council.

Section Four. Fines. Should any chapter of the Province Council not represent itself at any meeting of the council, that chapter shall be fined in the amount of \$15 per event. The funds shall be due within 30 days of the missed meeting to the Province Treasurer who shall at the point enter the funds into the Province General Fund.

A chapter may appeal any fine with a written letter to be sent to the Province Governor, CPR, ACPR1 and ACPR2. These men shall have sole description in excusing any fines with a majority vote.

ARTICLE V Committees

Section One. Authority. The Province Three Council shall have the authority to create committees for the management and organization of Province Three.

Section Two. Standing Committees. The Province Three Council shall authorize the creation of the following standing committees: Finance, Events, Expansion and Communication.

Subsection One. Finance Committee. The Province Three Finance Committee shall be charged with the creation of a yearly province budget and the disbursement of province funds. The Province Treasurer shall serve as Chairman of this committee.

Subsection Two. Events Committee. The Province Three Events Committee shall be charged with the planning and execution of province-wide events.

Subsection Three. Expansion Committee. The Province Three Expansion Committee shall be charged with the recruitment and creation of new colonies in Province Three.

Subsection Four. Communication Committee. The Province Three Communication Committee shall be charged with the improvement of communication within Province Three. The Committee shall also have responsibility for the Province Three Website and Province Three Listserv.

Subsection Five. Leadership Committee. The Province Three Leadership Committee shall consist of the Province Governor (who shall serve as Chairman), the Deputy Province Governor, the Collegiate Province Representative, the First Assistant Collegiate Province Representative, and the Second Assistant Collegiate Province Representative. The Committee shall serve as the executive committee of the Province.

Section Three. Special Committees. When deemed necessary by the Province Governor, the Province Three Council, or the Province Three Leadership Committee, the Province Governor may appoint members to special committees which shall function until completing a given assignment or until dissolved by the Province Governor or Leadership Committee.

Section Four. Make-up and Organization. Each committee of Province Three (except the Leadership Committee) shall consist of brothers from within the Leadership Committee, chapters/colonies and alumni in Province Three.

Subsection One. Make-up. Each standing committee of Province Three shall be make up of the following: One of the Collegiate Province Representatives; one Province Council Representative from one chapter or colony; two brothers from different chapters in the Province; and one alumni brother. These shall be appointed by the Province Three Leadership Committee upon the recommendations of the individual chapters, colonies, and organized alumni associations.

Subsection Two. Chairmen. Each of the committees of Province Three (except the Finance Committee and Leadership Committee) shall have a chairman appointed by the Province Leadership Committee, who shall guide all meetings of that committee. He shall vote only in the event of a tie.

Subsection Three. Meetings. Each committee of Province Three shall have at least two face-to-face meetings per year, with other scheduled as necessary. Meetings shall be conducted using parliamentary procedure of another procedure agreed upon by the members of the committee.

ARTICLE VI Awards

Section One. Names. Every year, Province Three shall give out the Richard A. Crosby Province Leadership Award, the “Go Get It” Traveling Award, and the David T. Plank Province Involvement Award.

Subsection One. The Richard A. Crosby Province Three Leadership Award. This award shall be given every year to a collegiate brother not on the Province Three Leadership Committee who, by his deeds, has exemplified leadership within Province Three. The Leadership Committee shall determine the recipient of this award.

Subsection Two. The “Go Get It” Traveling Award. This award shall reside at one chapter in Province Three until another chapter shall dispatch at least three brothers to “go get it.” The award must then stay at its new home for at least a week before another chapter may go to retrieve it.

Subsection Three. The David T. Plank Province Involvement Award. This award shall be given to the chapter with the highest percentage of attendance at Province Three events. It shall be given on a yearly basis at the Fall Sprawl.

ARTICLE VII Amendments/Revisions

*Section One. **Amendments.*** Amendments to the Province Three Council By-Laws may be approved by a two-thirds majority vote of the Province Three Council. Proposed amendments shall be published in writing or by electronic means to the chapters and Council members at least two weeks prior to the next council meeting.

*Section Two. **Revision.*** This document shall be reviewed at the first meeting of the Province Three Council that follows a National Assembly. At that time, and with the consent of the Province Three Leadership Committee, a special committee may be formed and this document may be revised. The revised version shall come into effect immediately following a two-thirds majority vote of the Province Three Council.

ARTICLE VIII Ratification

*Section One. **Ratification.*** This document shall take effect immediately after a two-thirds majority vote by the Province Three Council at the 2000 Province Workshop.