

ALPHA PHI OMEGA

Standard Chapter Articles of Association

Adopted by the 1967 National Constitutional Convention
As amended through the 2010 National Convention

PREAMBLE

We, the members of the Alpha Alpha Delta Chapter of Alpha Phi Omega National Service Fraternity, chartered on the campus of Salisbury University and established for the purpose of assembling college students in the fellowship of principles derived from the Scout Oath and Law of the Boy Scouts of America, to develop leadership, to promote friendship and to provide service to humanity, and to further the freedom that is our national, educational, and intellectual heritage, do adopt these Standard Chapter Articles of Association.

ARTICLE I NAME

The name of this organization is the Alpha Alpha Delta Chapter of Alpha Phi Omega.

ARTICLE II PURPOSE AND POLICY

This chapter shall be conducted as a service fraternity under the policies, principles, and provisions set forth in the National Articles of Incorporation, National Bylaws, these Standard Chapter Articles of Association of Alpha Phi Omega, and the Alpha Alpha Delta Policies Document.

ARTICLE III MEMBERSHIP

SECTION 1 - OPEN MEMBERSHIP

Membership in this chapter of Alpha Phi Omega shall be open to all Salisbury University students, both Undergraduate and Graduate. Membership in this chapter shall be granted only upon the approval of the applicant by this chapter and after the applicant has fulfilled the membership requirements prescribed by the National Fraternity and by this chapter as outlined in the Alpha Alpha Delta Policies Document.

Transferring Members

Individuals that hold an active membership and are in good standing at another university may, upon acceptance at Salisbury University, transfer their APO membership to Alpha Alpha Delta through Nationals. The transferring brother will be required to attend one pledge class to learn about Alpha Alpha Delta's history then the brother will be adopted into one of the Alpha Alpha Delta family lines.

SECTION 2 - PLEDGE MEMBERSHIP

Pledge membership in this chapter shall be conferred upon students enrolled in Salisbury University who are selected to participate in a period of preparation and training in the ideals and purposes of Alpha Phi Omega as outlined in the Pledge Policy section of the Alpha Alpha Delta Policies Document. The Pledge Ceremony shall be according to the Official Ritual of the Fraternity. This chapter shall determine the content and duration of the pledge period in accordance with the Articles of Incorporation, the National Bylaws and the operating policies of the National Fraternity.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega members:
 - a. the right to attend chapter provided they are invited to attend; and,
 - b. do not have the right to wear this fraternity's Greek letters.

SECTION 3 - ACTIVE MEMBERSHIP

Active membership in this chapter shall be conferred upon enrolled students of this educational institution who are in fellowship of the principles of Alpha Phi Omega and who, to the satisfaction of this chapter, are so oriented; who have successfully completed a membership education program structured in accordance with the guidelines established in the National Pledging Standards and the membership policies of the Fraternity; and who are encouraged, but not required, by this chapter to be a registered member of any Scout or youth service organization. Active membership shall carry all rights and responsibilities in this chapter, except that this chapter shall determine the degree of participation of members in graduate school. Active membership shall continue so long as the member remains in good standing in this chapter, does not become an associate member, and continues enrollment in this educational institution. The newest class must remain active for their first semester as a brother.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega Active members:
 - a. are required to attend all Chapter meetings and mandatory events unless excused (outlined in the AAD policy document),
 - b. have the right to be a Big/Fraternity Mentor,
 - c. have the right to vote as specified in the policies document,
 - d. have the right to wear Alpha Phi Omega Greek letters; and,
 - e. have the right to run for and hold an Executive Board position.

SECTION 4 - ASSOCIATE MEMBERSHIP

The chapter may confer associate membership on an active member who finds it necessary to cease full involvement in chapter affairs, because of other commitments of time and effort, and who petitions for such membership. This chapter shall determine the procedures for conferring associate membership, the rights and responsibilities thereof, and for reinstatement to active membership.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega in order for an Active Member

to become an Associate Member, he/she must submit in a written letter to the Sergeant at Arms their explanation for petition and provide their class and work schedules. The Sergeant at Arms is to notify the Executive Board at the next Chapter Meeting.

2

2. If it is decided that the reasoning is not sufficient for associate status, then the brother will remain active. However, the brother has the right to request a meeting with the Executive Board to reconsider decision.
3. In the Alpha Alpha Delta Chapter of Alpha Phi Omega Associate members:
 - a. have the right to attend all Chapter meetings, but are required to attend at least 1 in person Chapter meeting per month (certain exceptions can be made due to extenuating circumstances),
 - b. do NOT have the right to vote or be a Big/Fraternity Mentor,
 - c. do NOT have the right to run for or hold an Executive Board position (unless there are no active brothers running for the position); and,
 - d. maintain the right to wear Alpha Phi Omega Greek Letters.
4. In the Alpha Alpha Delta Chapter of Alpha Phi Omega an Associate member must submit another written letter to the Sergeant at Arms requesting to be reinstated as an Active Member. The Sergeant at Arms will present the request to the Executive Board at the next Executive Board meeting for the brother to be reinstated.

SECTION 5 – EARLY ALUMNI STATUS

An early alumnus of this Chapter is waived from all service, membership, fellowship, and financial requirements expected of an active member of this Chapter. An early alumnus is waived of any voting rights. An active member of this chapter in his/her final term of tenure at Salisbury University may be granted early alumnus membership status in accordance with the following policies and procedures:

- a) A member may not apply for early alumnus membership status if he/she has previously been deemed inactive by the Membership Vice-President.
- b) An active member may not apply for early alumnus membership status due to the unanticipated extension of his/her tenure at Salisbury University if he/she has previously been granted early alumnus membership status.
- c) A member who had been granted early alumnus membership status the previous semester and will continue his/her tenure at Salisbury University will have the option to be considered as an active brother in the following semester.
- d) An active member of this Chapter may not be granted early alumnus membership status the semester following his/her semester of pledge membership.
- e) Early alumnus membership status may be granted to an active member of this Chapter by a majority vote of active members in attendance or by special petition to the Membership Vice-President.

SECTION 6 – ACTIVE MEMBERS NOT IN GOOD STANDING

The chapter may mandate that an active member who fails to complete the required

stipulations of active membership that are outlined in the Alpha Alpha Delta Policies Document be placed on active member not in good standing status. Active Members not in good standing will last one (1) full semester.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega, Active Members not in good

3

standing are still bound by the service and fellowship requirements set forth for Active Members; however they are not permitted to attend more than the number of events necessary to complete their service and fellowship requirements.

2. In the Alpha Alpha Delta Chapter of Alpha Phi Omega Active Members not in good standing:

- a. maintain the right to attend all Chapter meetings,
- b. maintain the right to wear Alpha Phi Omega Greek Letters; and,
- c. do NOT have the rights to become Bigs/Fraternity Mentors, run for or hold Executive Board positions, vote, or attend big fellowship projects such as formal.

3. If the Active Members not in good standing completes the requirements outlined they will be returned to Active Membership. If the Active Members not in good standing does not fulfill the requirements they will be eligible for suspension. *See Article III Section 10*

4. If the Active Member is not in good standing, they have the opportunity to make up the hours missed that placed them on probation. If they complete the missed hours and their required hours during the semester, they will be considered in good standing.

SECTION 7 - ADVISORY MEMBERSHIP

Advisory membership may be conferred upon persons approved by the chapter to serve on the advisory committee and whose chapter has completed the necessary forms and submitted them to the National Office. Those advisory members who have not previously held active or advisory membership shall be initiated according to the official Initiation Ritual of the Fraternity. Advisory membership shall have all rights and privileges of active membership except those of voting, directing the supervision of pledges, and directing the establishment of pledge or active membership programs and policies.

SECTION 8 – HONORARY MEMBERSHIP

This chapter may confer honorary chapter membership upon persons who have contributed significantly to the ideals and purposes of Alpha Phi Omega. Persons so honored shall have all rights and privileges of active membership except those of voting or holding office. Honorary chapter membership may not be bestowed upon undergraduate students, except for students at institutions where extension efforts would be allowed by the Fraternity but cannot be attempted due to institutional regulations. The approval by a vote of at least 3/4TH vote of this chapter's active members shall be required for the conferring of honorary chapter membership.

SECTION 9 - ALUMNI MEMBERSHIP

Upon leaving this academic institution as a result of graduation or termination of student status or university employment, all who have held active, advisory or honorary membership in this chapter and who have not been suspended or expelled by this chapter or the Fraternity, shall be recognized as alumni member.

4

SECTION 10 - SUSPENDED MEMBERSHIP

A member who has been suspended by this chapter and/or the National Board of Directors shall be considered to have suspended membership. A member with this classification has no rights within this chapter other than those provided for in these bylaws and the Alpha Alpha Delta Policies Document.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega, during their time under Suspended Membership those members will have all of the rights of Active Membership suspended for a maximum of 30 consecutive days.
 - a. However, the member under consideration for suspension will be given the right to appear before the Executive Board to speak and/or have a third party speak on their behalf.
2. If after the initial 30 day suspension the member in question will be given a maximum of 30 days under review. If after the 30 days of review the member does not meet the expectations of the Chapter, the Chapter may petition to the National Board of Directors for a letter of suspension to be affixed to the individuals membership record and permanent suspension of membership to the Alpha Alpha Delta Chapter of Alpha Phi Omega.

SECTION 11 - INACTIVE MEMBERSHIP

A member who leaves this chapter but remains a member of the academic institution and who has not been suspended by the chapter or the Fraternity shall be an inactive member. An inactive member has no rights or responsibilities in this chapter except for those provided within this chapter's bylaws. This chapter shall decide whether or not inactive members may return to active membership and the conditions on which an inactive member may do so. Those conditions must be in compliance with the National Bylaws and the policies and governing documents of the Fraternity.

ARTICLE IV DISCIPLINE

SECTION 1 – DISCIPLINARY REVIEW

The Alpha Alpha Delta Chapter of Alpha Phi Omega shall establish an impartial Disciplinary Review Board by the Sergeant at Arms and President and consisting of all Executive Board members, and notification of one (1) advisor that shall be elected by the Chapter to handle intra-chapter disputes and violations of the Chapter Articles of Association and Alpha Alpha Delta Policies Document. The Disciplinary Review Board will be required to hear all evidence pertaining to the charge brought to it. All review proceedings must be fully recorded by the

Sergeant at Arms with the resulting information and other related materials then transmitted to the Secretary for record keeping. Only the executive board members possess full voting rights with the Sergeant at Arms and notification of the Chapter Advisory Member serving in a non-voting opinionated capacity. If necessary a executive board member can excuse oneself if a potential conflict of interest develops at which time alternative executive board members will step in for the duration of said disciplinary review.

5

SECTION 2 – MEMBER SANCTION

Members and Pledges are expected, at all times, to conduct themselves in a manner that brings honor to themselves, the Chapter, the Fraternity, and adhere to the Chapter Articles of Association as well as the Alpha Alpha Delta Policies Document. Failure to conduct oneself in this manner is considered an offense to the Chapter and the individual is liable to be sanctioned by the Chapter as outlined in the Disciplinary Policy in the Alpha Alpha Delta Policies Document.

ARTICLE V OFFICERS

This chapter shall elect a president, one or more vice presidents, a treasurer, and other such officers as the chapter deems necessary. Such officers shall be elected at least annually. Such officers shall be properly installed by a traditional ceremony according to the Official Ritual Book and as added to by the chapter. The President, at his/her discretion, reserves the right to appoint officer roles including, but not limited to, Public Relations Chair, Web Master, SGA Representative, and Director of Team Building. These appointed officers shall serve concurrently with the elected officers, but they do not maintain executive board membership. This chapter may remove an officer for not meeting assigned responsibilities only in a method prescribed by this chapter's bylaws.

SECTION 1 – ELECTED OFFICER TITLES AND ROLES

The Officer Roles outlined below are basic description of the duties expected of the elected members. Additional responsibilities may be included in the Alpha Alpha Delta Policies Document upon approval of the chapter.

1. President – The President shall be the main conductor of all meetings. The President is responsible for maintaining operations and ensuring that all procedures are followed. The President is responsible for knowing and being able to perform the roles and responsibilities of all other Executive Board positions.
2. Vice President of Service – The Service Chair shall maintain connections with the local community to ensure that the Alpha Alpha Delta Chapter of Alpha Phi Omega is continuously working with community agencies. The Service Chair must plan a minimum of nine (9) to ten (10) group service projects per semester. The Service Chair will be in charge of monitoring all members' service hours and ensuring that group services project forms are submitted to the National Office on time. The Service Chair will head the service

committee, and delegate responsibilities as they deem fit.

3. Vice President of Membership – The Membership Chair is responsible for keeping records of all members; including Pledges, Actives, Associates, Active Members Not in Good Standing, and Alumni. The Membership Chair is in charge of sending updated rosters to the National Office and Executive Board. The Membership Chair is also responsible for creating/planning recruitment activities and rush events for the chapter. The Membership Chair will head the membership committee, and delegate responsibilities as they deem fit.

6

4. Vice President of Fellowship – The Fellowship Chair is responsible for planning and executing group events that cater towards group bonding. The Fellowship Chair will also be in charge of monitoring and keeping record of all members' fellowship events. The Fellowship Chair will head the fellowship committee, and delegate responsibilities as they deem fit.

5. Pledge Master – The Pledge Master is responsible for the education of the pledges. The Pledge Master will follow and add to the Pledge Master manual that is provided by the previous Pledge Master. The Pledge Master will submit an outline of the Pledge Program to the Executive Board for approval prior to the start of the pledge class. They are also responsible for creating and administering all pledge quizzes based on the information outlined by the National Pledge Standards and the Alpha Alpha Delta Policies Document.

6. Secretary – The Secretary is responsible for maintaining all meeting minutes, chapter meeting and ritual attendance. The Secretary is also responsible for any reminders of scheduled events or changes to scheduled events as requested by the Service/Membership/Fellowship Chair.

7. Treasurer – The Treasurer is responsible for keeping up to date records of the financial status of the Chapter at all times. The Treasurer is also responsible for informing the members and the advisors if there is an issue with the Chapter's finances. The Treasurer will work with the Service/Fellowship/Membership Chair/Pledge Master to determine a budget and allocate funds for the Chairs to use to plan events. The Treasurer will head the fundraising committee and delegate responsibilities as they deem fit.

8. Sergeant at Arms – The Sergeant at Arms is responsible for calling all meetings to order and to close all meetings. The Sergeant at Arms will also chair the Judicial Board and handle disciplinary action within the Chapter and will report all notes to the Secretary.

9. Historian – The Historian will keep up to date records of recent events held by the Chapter. It is the responsibility of the Historian or his/her designee to take pictures during all important events. The photos are to be kept for purposes. Only pictures from Chapter ceremonies will be included on the website. The Historian will be expected to communicate with the alumni on a monthly basis.

SECTION 2 – APPOINTED OFFICER TITLES AND ROLES

The Officer Roles outlined below are basic description of the duties expected of the ~~elected~~ appointed members. Additional responsibilities may be included in the Alpha Alpha Delta Policies Document upon approval of the chapter. Additional appointed positions may be

added as the Chapter sees fit.

1. Public Relations Chair – The Public Relations Chair is responsible for the brainstorming and/or creating recruitment and general promotional ideas for the Chapter. The Public Relations Chair will be responsible for all event social media posts. The Public Relations Chair is responsible for promoting large scale chapter events such as Operation We Care, Line of Hope, 5K runs, Relay for Life, etc. The Public Relations Chair works in conjunction with the Membership Chair. The Public Relations Chair will head the public relations committee and delegate responsibilities as they deem fit.

7

2. Web Master – The Web Master is in charge of maintaining the Alpha Alpha Delta web page. This includes updating the service and fellowship calendars as well as member information. Members are to submit any necessary information to the Web Master to be displayed on the website.
3. SGA Representative – The SGA Representative will act as a liaison between Alpha Alpha Delta and the Student Government Association. He/she will take notes at SGA meetings and communicate them to the Executive Board.
4. Director of Team Building – The Director of Team Building is in charge of maintaining peace within Alpha Alpha Delta by leading events and activities that promote chapter unity.

SECTION 3 – RESIGNATION OF OFFICERS

Any officer wishing to resign must submit a letter of resignation to the President, preferably at least two weeks in advance prior to his or her departure. A copy of the letter shall be transmitted to the Secretary for permanent records. The president shall announce at the next Chapter meeting the officer's resignation.

SECTION 4 – IMPEACHMENT OF OFFICERS

If an officer is found to be performing their job to an unsatisfactory level, the executive board has the right to remove said officer. A member of the executive board must have specific incidents where the officer was not performing their job correctly. The member must give those reasons to the entire executive board and call for the removal of the officer. The Executive Board is then required to vote on whether or not they agree with the motion to dismiss said officer. If 51% or more of the executive board votes to remove the officer the matter is then taken before the entire Chapter. The vote to remove the officer must be two thirds of the Chapter. The impeached officer shall not be denied the opportunity to participate in debate concerning his or her removal from office. If the Chapter votes to remove the officer, that member must immediately vacate their position. The President will be in charge of covering that role until Chapter elections are held or a new appointment is made. If possible, the election of the replacement officer shall be held at the next Chapter meeting, no current Executive Board member may run as the replacement for the impeached officer.

1. If an Executive Board member is confirmed to have shared anything spoken about

during an Executive Board meeting, to any brother or pledge, the officer will be undergoing a review process of impeachment.

ARTICLE VI EXECUTIVE BOARD

This chapter shall have an executive board. The executive committee shall meet between chapter meetings as deemed necessary by the chapter. Membership shall consist of the following officers: the President, the Vice President, the Service, Fellowship, and Membership Chairs, the Treasurer, the Secretary, the Sergeant at Arms, the Historian, Pledge Master, and a member of the advisory committee.

8

ARTICLE VII NOMINATIONS & ELECTIONS

SECTION 1 – NOMINATIONS

Any Active Member in good standing with the Fraternity is eligible to be nominated to hold an Executive Board position. In order to be entered into the election, the member must submit a written notification of the desire to run for a particular Executive Board position one (1) week prior to the scheduled date of elections.

SECTION 2 – ELECTIONS

In the Alpha Alpha Delta Chapter of Alpha Phi Omega officer elections should be scheduled annually at a regularly scheduled Chapter meeting at least three (3) weeks prior to the end of the current semester. The election will be conducted using written ballots distributed by the Sergeant at Arms, provided a quorum of two-thirds (2/3) of the total active chapter members are present. The Sergeant at Arms will be responsible for counting the ballots and declaring to the Chapter which candidate won. The winning candidate will be the member who received at least 51% of the votes. If more than two members run for a given office and no member has the required votes to win the office, ballots will again be cast containing the two (2) members who received the top two highest vote counts. Under extenuating circumstances, members who know they will not be able to attend the scheduled Election meeting may contact the Sergeant at Arms to submit their vote through email or a written ballot. The vote must be submitted prior to the beginning of the scheduled Election Meeting. No other form of proxy vote will be permitted. See the Election Policy in the Alpha Alpha Delta Policies Document for specific election details.

ARTICLE VIII ADVISORS

This chapter shall have an advisory committee consisting of four or more advisors including, at minimum, two advisors from the faculty, administration or staff of this educational institution, one advisor representing Scouting or other youth services, and one advisor from the

community. One of the advisors shall be elected by the chapter as the chair of the advisory committee and shall serve on the chapter's executive committee.

ARTICLE IX MEETINGS

There shall be a minimum of two chapter meetings per month throughout the academic year as permitted by the college calendar. The type of meeting shall be determined by the chapter.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega members must adhere to the Attendance Policy found in the Alpha Alpha Delta Policies Document.

9

ARTICLE X INITIATION

All individuals meeting the published requirements for active, advisory or honorary membership of this chapter shall be initiated into the appropriate membership type according to the Official Ritual of the National Fraternity. All such rituals shall be shared only with members having previously been so initiated.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega members must adhere to the Attendance Policy found in the Alpha Alpha Delta Policies Document.

ARTICLE XI SUSPENSION

This chapter shall have the authority to suspend members for just cause and after due deliberation. Upon the suspension of a member, the chapter may, at its discretion, petition the National Board of Directors for a letter of suspension to be affixed to the individual's membership record.

ARTICLE XII REGISTRATION OF PLEDGES, ACTIVE MEMBERS, AND ADVISORS

The officers of this chapter shall cause pledge membership applications and the required national pledge fees to be mailed to the National Office no later than 10 days after the Pledge Ceremony. The officers shall also cause applications for active membership and the required national active initiation fees to be mailed to the National Office no later than 10 days after the Initiation Ceremony. Any initiation not followed by the registration of pledges or active members with the National Office shall be null and void.

The officers of this chapter shall submit the required advisor registration form within 10 days of adding an advisor to the advisory committee. No fees are required for advisory members.

In addition, the officers of this chapter shall submit the required Annual Active Membership Dues and confirm the advisory members no later than November 15.

ARTICLE XIII MEMBERSHIP RECORDS

This chapter shall maintain a permanent record of all of its members. To the extent that such records are practically available, these records shall include

1. A current roster of all pledge, active, associate, advisor, honorary, and alumni members.

10

ARTICLE XIV PERMANENT MAILING ADDRESS

This chapter shall maintain a post office box or permanent chapter mailing address. 1. The permanent chapter mailing address of the Alpha Alpha Delta chapter of Alpha Phi Omega is as follows:

Alpha Phi Omega – Alpha Alpha Delta
Salisbury University
Campus Box 3153
Salisbury, MD 21801-6860

ARTICLE XV CHAPTER DUES

This chapter may establish reasonable chapter initiation fees, dues and assessments, in addition to those established by the National Fraternity.

SECTION 1 – NATIONAL FRATERNITY FEES

These fees are outlined by the Nationals and therefore are subject to change at the will of Nationals, and are not bound by the Alpha Alpha Delta Polices for amendment. Pledge Fee - \$25 (\$30 with insurance included)

Annual Active Membership Dues - \$25 (\$30 with insurance included) Insurance Fee - \$5

- a. National fraternity fees are expected to be paid within 2 weeks of the due date unless there are extenuating circumstances. If these are not paid within the 2 week grace period and a payment plan has not been set up, brothers/pledges will not be able to attend any service or fellowship events until the balance has been paid.

SECTION 2 – CHAPTER FEES

The Alpha Alpha Delta Chapter of Alpha Phi Omega may include Chapter dues for initiated members only, that combined with the National Dues may not exceed \$100. Chapter dues are to be determined by the Executive Board within the first two (2) meetings of the semester.

**ARTICLE XVI
ALCOHOL**

No chapter funds shall be used to purchase alcohol under any circumstances. 1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega members must also adhere to the Alcohol Policy outlined in the Alpha Alpha Delta Policies Document.

11

**Article XVII
HAZING**

There shall be no hazing or informal initiation in connection with the functions of this chapter. Any mistreatment of pledges, members or other persons at any time shall be considered a violation of the purposes of this chapter and of the National Fraternity.

**ARTICLE XVIII
HOUSING POLICY**

As a service fraternity, this chapter does not operate nor maintain a fraternity house as lodging quarters for members, nor for any other persons. It maintains rooms for meetings at the discretion of its members.

**ARTICLE XIX
POLICY ON ASSOCIATION MEMBERSHIP**

This chapter of Alpha Phi Omega shall not seek nor accept membership in any association consisting solely of social fraternities, except on approval of the National Board of Directors.

**ARTICLE XX
SERVICE PROGRAM**

This chapter shall have a service program for all of its members. The service program shall be planned and carried out such that a reasonable balance is achieved among Alpha Phi Omega's four areas of service, which are:

1. Service to the college;
2. Service to the Fraternity;

3. Service to the community;
4. Service to the nation as participating citizens.

ARTICLE XXI AUTHORITY OF CHAPTERS

This chapter may adopt bylaws, rules, or regulations not in conflict with the National Articles of Incorporation, the National Bylaws, these Standard Chapter Articles of Association, national policies, or the rules, regulations, or policies of the educational institution, and all applicable jurisdictions, in which this chapter is located. In the event that the rules, regulations, or policies of the educational institution, and all applicable jurisdictions in which this chapter is located are more stringent than those included in the National Articles of Incorporation, the National Bylaws, these Standard Chapter Articles of Association, or other national policies, the rules, regulations and policies of the host institution, and all applicable jurisdictions in which the chapter is located shall prevail.

12

ARTICLE XXII FINANCE AND PROPERTY

The officers of this chapter shall, annually, cause the appropriate local, state and federal income tax forms to be filed.

The financial records of each chapter shall be inspected annually by an official approved by the institution in which the chapter is located; and the inspector shall be independent of the chapter's financial accounts and records. A confirmation of the inspection will be sent to the National Office upon request of the National Executive Director.

Upon the dissolution of this chapter a written report of any money or property on hand shall be filed by its officers with the educational institution and a copy with the National Executive Director of Alpha Phi Omega. Such money or property shall be held by the educational institution, or by the National Office of Alpha Phi Omega, until the reactivation of this chapter, and delivered to the chapter at such time.

Should reactivation not be accomplished within five years of dissolution, such funds shall then be paid to an organization tax exempt within the meaning of Section 501(c)(3) of the Internal Revenue Code.

ARTICLE XXIV AMENDMENTS

The National Convention shall have the sole power to amend these Standard Chapter Articles of Association. The procedure for amendments shall be the same as that prescribed for amending the National Articles of Incorporation and the National Bylaws.

1. In the Alpha Alpha Delta Chapter of Alpha Phi Omega the Bylaws of our

chapter may be amended, but required two-thirds (2/3) of the Active Members to vote in favor of the amendment in order for a change to be made.

2. In the Alpha Alpha Delta Chapter of Alpha Phi Omega our policies document may be amended but requires that 51% (Fifty-One Percent) of the Active Members vote in favor of the amendment in order for the change to be made.