

***The  
Delta Kappa Gamma  
Society International***



**Idaho State Organization**

**Omicron Chapter**  
**Standing Rules**

October 2019 Revision

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## ***The Delta Kappa Gamma Society International***

Idaho State Organization  
Omicron Chapter Standing Rules  
Revision approved October 2019

### **I. Name**

The name of this chapter organization shall be Omicron Chapter, Idaho State Organization of The Delta Kappa Gamma Society International.

### **II. Mission and Purposes**

#### **A. Mission Statement**

The Delta Kappa Gamma Society International promotes professional and personal growth of women educators and excellence in education.

#### **B. Vision Statement**

Leading Women Educators Impacting Education Worldwide

#### **C. Purposes**

The purposes of Omicron chapter shall be the seven purposes of The Delta Kappa Gamma Society International and those of Idaho State Organization.

1. To unite women educators of the world in a genuine spiritual fellowship;
2. To honor women who have given or who evidence a potential for distinctive service in any field of education;
3. To advance the professional interest and position of women in education;
4. To initiate, endorse, and support desirable legislation or other suitable endeavors in the interests of education and of women educators;
5. To endow scholarships to aid outstanding women educators in pursuing graduate study and to grant fellowships to non-member women educators;
6. To stimulate the personal and professional growth of members and to encourage their participation in appropriate programs of action; and
7. To inform the members of current economic, social, political, and educational issues so that they may participate effectively in a world society.

#### **D. Educational Projects and Community Service**

Omicron chapter shall engage in the following educational projects and community service as approved by the membership:

1. Support community projects;
2. Collaborate with other community organizations; and
3. Initiate and oversee our own projects as funding allows.

### **III. Membership**

#### **A. Authority**

Membership is in accordance with the *Constitution*, Article III and the *International Standing Rules*, Section 3. The chapter has full authority for the administration of membership.

## B. Classification

Membership is composed of active, reserve, collegiate, and honorary members.

1. An active member shall be a woman who is or has been employed as a professional educator at the time of her acceptance. An active member shall participate in the activities of the Society.
2. Reserve membership shall be granted only to a member who is unable to participate fully in the activities of the chapter because of physical disability or geographic location. A reserve member cannot hold office.
  - a. Reserve status shall be granted by a majority vote of the chapter.
  - b. A reserve member, so requesting, shall be restored to active membership.
3. Collegiate members shall be undergraduate or graduate students who meet the following criteria:
  - a. Undergraduate student collegiate members shall
    - (1) be enrolled in an institution offering an education degree and have the intent to continue academically and professionally in the field of education; and
    - (2) be enrolled within the last two years of their undergraduate education degree.
  - b. Graduate student collegiate members shall have graduate standing in an institution offering an education degree and have the intent to continue academically and professionally in the field of education.
  - c. A collegiate member cannot hold office.

Note: When a collegiate member starts her career as a paid educator, she will pay active member dues and become an active member. If a collegiate member does not pursue a career as an educator, her membership will expire upon graduation or withdrawal from the education degree program.

4. An honorary member shall be a woman not eligible for active membership who has rendered notable service to education or to women and is elected to honorary membership in recognition of such service. An honorary member cannot hold office.

## C. Procedures for Membership

1. Chapter membership application forms and DKG brochures shall be available at each regular chapter meeting.
2. The chapter membership application form shall be completed by the prospective member and then given to the membership chair (2<sup>nd</sup> Vice President).
3. A prospective member shall briefly introduce herself to the membership at a meeting.
4. An official *Invitation to Membership* card shall be given or sent to the prospective member by the membership chair.
5. The prospective member will respond verbally or in writing with her acceptance or declination to membership.
6. Information about the new member will be sent to all members by the membership chair.
7. The orientation program shall be the responsibility of the membership chair and will be held as soon as it is convenient. Prospective members, new members, reinstated members, and transfer members should be invited. Other chapter members may attend if they so desire.
8. Induction ceremonies shall be held as needed.

- D. Reinstatement to Membership
  - 1. A former member shall be reinstated to membership by the chapter if a request is received.
  - 2. The reinstated member shall pay her dues and complete a biography form.
- E. Transferring Member
  - 1. A transferring member shall be welcomed to the chapter. The treasurer will contact International to determine if dues are current.
  - 2. The transferring member shall complete a biography form.
- F. Recording Membership Termination
  - 1. The recording secretary shall record in the minutes the name of any member whose membership is terminated.
  - 2. The record shall include the reason and the date of termination.

#### IV. Finance

- A. Financial matters are in accordance with the *Constitution* Article IV, *International Standing Rules*, and the *Idaho State Organization Bylaws, Standing Rules, and Policies*.
- B. Annual Dues

Each active, collegiate, and reserve member shall pay annual dues according to her classification.

  - 1. The finance committee shall make recommendations for changes in dues no later than the February meeting. All members, including those not in attendance at the meeting, shall be notified of changes in dues.
  - 2. The “Dues Plus” program provides an opportunity for members to pay more than the required dues amount with the overage going into the general fund for operations.
- C. Fees
  - 1. Induction Fee

An active member is charged an induction fee at the time of induction. Omicron chapter will pay this fee for the new member.
  - 2. Scholarship Fee

Each active and reserve member shall pay a scholarship fee annually. This is included in the dues amount.
  - 3. Collegiate members are not required to pay induction or scholarship fees.
- D. Payment of Dues and Fees
  - 1. The membership year is July 1 – June 30. A member shall pay annual dues and fees no later than May 31 for the following fiscal year.
  - 2. For membership or reinstatement commencing between July 1 and December 31, the member shall pay dues for the current year. For membership commencing on or after January 1, the member shall pay one-half the international and state membership dues. No chapter dues are required.
  - 3. A member who fails to complete payment of International dues shall be dropped as of October 1.

## E. Budget

1. The finance committee shall develop an annual budget.
2. The budget shall be presented to the membership for approval at the February meeting.

## F. Financial Review

1. The financial review committee, appointed by the president, shall provide for an annual financial review between July 1<sup>st</sup> and September 1<sup>st</sup>.
2. The results of the review shall be presented to the membership for adoption at the first business meeting following the completion of the financial review.

## G. Disbursements

1. All bills must be presented within the fiscal year (July 1 – June 30).
2. Expenditures not budgeted must receive prior approval by a majority of the members present at a regularly scheduled business meeting.

## H. State Convention Assistance

1. The chapter shall pay up to \$100 toward the registration, transportation, and lodging to each of the listed officers (president, the first vice president, and the second vice president) for attendance at the state convention in the odd numbered years.
2. The chapter shall pay up to \$100 toward the registration, transportation, and lodging to each of the listed officers (outgoing president, the incoming president, incoming first vice president, and incoming second vice president) for attendance at the state convention in even numbered years.
3. To encourage members to attend convention, Red Purse donations will be used to award \$100 to first-time convention attendees to assist with costs of convention.
  - a. If there are not enough funds for all applicants for first time awards, the available money will be divided among the applicants.
  - b. When there are no-first time attendees, the fund may be left to accumulate, or the chapter may vote on the allocation of the funds in other ways to support convention attendance and strengthen the chapter.
4. Reimbursement is dependent upon the presentation of verification of expenses.
5. Documentation of expenses shall be presented to the treasurer at or immediately following convention and prior to June 30<sup>th</sup>.

## I. Supplies

1. At every new printing, the chapter may purchase copies of the handbook (*Go-To Guide for Chapter Members*) and the *Constitution and International Standing Rules*. (*These documents are also available for download at no charge from the International website.*)
2. The chapter shall pay for all other supplies necessary for the proper functioning of the chapter, including induction supplies.

## J. Chapter Responsibilities

1. The chapter shall pay for all red roses and vases purchased to be presented as courtesies.
2. The chapter shall pay for the meals of guest speakers, not to exceed two per meeting.
3. The chapter shall pay for the luncheons of inductees on the day of their induction.

4. The chapter shall pay the induction fee and shall purchase the key pin for the inductee for presentation upon her induction.
- K. Special Projects Fund
1. Accounting
    - a. The treasurer shall hold the fund in a separate account.
    - b. The balance of the fund shall be included in the treasurer's report each month.
  2. Use
    - a. The fund may be used to cover the expenses of a special project such as:
      - an undertaking,
      - a course of action, or
      - a purchase that may arise infrequently in the life of the chapter.
    - b. Any member of the chapter may propose a special project as defined in 2(a) above by making a motion.
    - c. After a general discussion of the proposal in a chapter meeting, members shall vote on the proposal. A majority vote of those present at the meeting shall be necessary for passage.
  3. Accrual
    - a. If contributions from fund-raising projects or meals are to be placed in the special projects fund, the treasurer must be notified so that the money can be posted to the special projects account.
- L. Ways and Means Projects
1. Members may recommend fund-raising projects to the finance committee.
  2. The finance committee shall determine the need for a fund-raising project and shall recommend to the membership the type and time for the project.
  3. The recommendation of the committee on a project shall be approved by a majority of the members attending the meeting.
- M. Scholarship
- Omicron Chapter does not offer a chapter scholarship. Members pursuing professional growth or Road Scholar (formerly known as Elderhostel) experiences are encouraged to apply for state or international scholarships.

## V. Organization

- A. Omicron Chapter shall govern the conduct of its business in a manner consistent with the Constitution, International Standing Rules, Idaho State Organization Bylaws, Idaho State Organization Standing Rules, and the Omicron Chapter Standing Rules.
- B. Omicron Chapter retains membership in the Boise Area Coordinating Council. The president serves on the council.
- C. The chapter president shall represent the chapter as a voting member on the state executive board.
  1. A chapter member may vote for the chapter president in her absence if the stand-in has a statement signed by the chapter president designating her as the chapter's official representative.
  2. The statement must be presented to the state recording secretary prior to the voting.



## VI. Officers and Related Personnel

### A. Chapter Officers

1. Omicron officers shall be a president, a first vice president, a second vice president, a recording secretary, and a corresponding secretary, all elected.
2. Only those maintaining active membership may hold office.

### B. Related Personnel

1. A parliamentarian, editor, and webmaster shall be appointed by the president.
2. The treasurer shall be selected by the chapter executive board.

### C. Nominations

1. A presumptive slate with at least one mentee per office, shall be prepared by the Nominations committee and presented to the membership no later than the April meeting in odd-numbered years.
2. A slate of officers, with at least one nominee per office, shall be prepared by the nominations committee and presented to the membership no later than the April meeting in even-numbered years.
3. The election shall take place no later than the April meeting and installation shall be done at the May meeting.
4. The ballot shall include the slate of officers and nominees for the nominations committee.

### D. Duties

1. Officers shall perform duties as specified in the *Constitution* Article VI, *Idaho State Organization Bylaws* and as authorized by the Omicron Chapter Standing Rules.
2. The president shall:
  - a. Prepare agendas and preside at regular and called meetings;
  - b. Serve as chair of the chapter executive board and as a member of the state organization executive board;
  - c. Appoint standing and special committees and a parliamentarian, editor, and webmaster for her biennium;
  - d. Approve publications and expenditures;
  - e. Fill by appointment all vacancies in office;
  - f. Represent the chapter at state organization executive board meetings, workshops, regional meetings, and conventions;
  - g. Submit annual chapter president reports to the state organization;
  - h. Supervise submission of biennial chapter reports;
  - i. Represent the chapter on the Boise Area Coordinating Council;
  - j. Act with the advice and approval of the executive board on matters that cannot be deferred to the next chapter meeting;
  - k. Execute all legal documents;
  - l. Serve, ex officio, on all committees except nominations;
  - m. Mentor the designated nominee during the second year of the biennium;
  - n. Encourage chapter activities that develop leadership potential of its members;
  - o. Delegate tasks, as appropriate, to officers and members; and
  - p. Prepare the Report of the Death of a Member immediately and send copies to International membership services email: [mem@dkg.org](mailto:mem@dkg.org), the Idaho State Organization treasurer, and the Idaho State Organization membership chair.

3. The first vice president shall:
  - a. Perform those duties assigned to her by the president and/or the executive board;
  - b. Act in place of the president when the need arises;
  - c. Encourage every member to volunteer for committees or special assignments through verbal invitation and the circulation of the list of committees;
  - d. Serve as chair of the educational excellence committee (EEC);
  - e. Prepare a list of possible programs for review by the executive board and oversee their implementation;
  - f. Update and prepare the information for the chapter yearbooks;
  - g. Mentor the designated nominee during the second year of the biennium;
  - h. May serve on committees, either as a member or as a committee chair; and
  - i. Become the president in the event of the death or resignation of the president and serve until the next regular election of officers.
4. The second vice president shall:
  - a. Serve as membership chair and keep the membership records;
  - b. Send a copy of the membership form of new members to the treasurer and the 1st vice president;
  - c. Mentor the designated nominee during the second year of the biennium;
  - d. Be responsible for all ceremonial supplies; and
  - e. Be in charge of orientation and induction of new members.
5. The recording secretary shall:
  - a. Record the proceedings of all business meetings and chapter executive board meetings;
  - b. Record in the minutes the name of any member whose membership is terminated. The record shall include the reason and the date of termination.
  - c. Mentor the designated nominee during the second year of the biennium;
  - d. File official minutes in a permanent chapter file after indicating the date the minutes were approved with her signature; and
  - e. Make available to members the minutes of the previous meeting.
6. The corresponding secretary shall:
  - a. Assist the chapter president with correspondence; and
  - b. Mentor the designated nominee during the second year of the biennium.
7. The treasurer shall:
  - a. Receive money and pay expenses and reimbursements that have been approved by the chapter;
  - b. Keep an account of income and expenditures, including bank statements;
  - c. Present a financial report at each regular meeting;
  - d. File each year, between July 1 and Nov. 15, Form 990-N for the Internal Revenue Service. Send the confirmation of filing and the acceptance from the IRS to the state organization treasurer, and keep a copy for the chapter records;
  - e. Complete Form 15 by July 15 of each year and send the completed form to the persons designated on the form;
  - f. Collect dues and fees of active and reserve members between April 1 and May 31;
  - g. By July 15 submit information to International via computer program on the members who have paid dues. Then follow directions on the generated form that indicates the amount of money due to International and the amount due to the state organization treasurer.
  - h. Collect and immediately send induction fees with the induction form and dues (if due) to the state organization treasurer and to International following the software protocol;

- i. Maintain an accurate and current membership roster;
  - j. Submit chapter accounts for annual financial review;
  - k. Serve on executive board as ex officio member, with vote;
  - l. Serve as ex-officio, without vote, on finance committee assisting with the process of budget development and supervision of finances;
  - l. Order the president's pin at the chapter's expense for presentation to the chapter's incoming president upon her installation; and
  - m. Pay the bill if the chapter is charged for a meal reservation when a member is unable to attend the chapter meeting. The treasurer may then request reimbursement from the member who failed to pay for a reserved meal. When received, the money is to be deposited in the general fund.
  - n. A check for \$25 shall be presented at the Friendship Luncheon to the visiting state officer for the state president's project unless the state president indicates otherwise.
8. The parliamentarian shall assist the president with parliamentary procedure and be a consultant for bylaws and rules at the International, state, and chapter levels. Collegiate and honorary members may serve as parliamentarian.
  9. The editor shall:
    - a. Prepare and publish electronically at least 2 issues of the chapter newsletter *Omniumgatherum* each year;
    - b. Submit articles to the Idaho State Organization newsletter *Alpha Nus* twice each year (or recruit others to write an article), and
    - c. Help edit the program manual, convention documents when applicable, and other materials as requested by the president.
  10. The webmaster shall:
    - a. Maintain the chapter website in accordance with International guidelines;
    - b. Add content to the website under the direction of the chapter president;
    - c. Work with the chapter editor to post copies of the *Omniumgatherum* at each publication; and
    - d. Ensure that all names and pictures posted on the website are done with the written consent of the individual.
- E. Term of Office
1. The term of office for all elected officers is two years. No officer may serve in the same office longer than 2 terms in succession.
  2. The term for treasurer, editor, webmaster, and parliamentarian is for two years, but they may be reappointed for consecutive terms.
  3. All officers and related personnel shall take office on July 1 following their election.
- F. Vacancies
1. If the office of president becomes vacant, the first vice president will assume the presidency.
  2. If any other office becomes vacant, the president will appoint a member to fill the vacancy until the next election.

## VII. Chapter Executive Board

### A. Members

1. The members of the Omicron chapter executive board shall be the elected officers of the chapter, the immediate past president, the editor, and the webmaster.

2. The treasurer and the parliamentarian shall be ex-officio members. The treasurer may vote. The parliamentarian is without vote.
  3. All chapter members are welcome to attend executive board meetings.
- B. Duties of the Executive Board
- The Omicron chapter executive board shall function according to the Constitution, Article VII, Section C.
- The executive board shall:
1. Select the chapter treasurer;
  2. Confirm the president's recommendation for chapter parliamentarian;
  3. Act in matters requiring immediate action and decision;
  4. Recommend policies and procedures for consideration by members;
  5. Establish rules for budget development, approval, and for the supervision of chapter finances; and
  6. Decide on the disposition of Society jewelry that has been returned to the chapter.
- C. Meetings
1. Meetings of the chapter executive board shall be held at least twice annually. The board may meet at other times upon the request of the chapter president.
  2. A quorum shall be a majority of the voting members of the board.

### **VIII. Committees and Specialists**

The first vice president encourages every member to volunteer for committees or special assignments through verbal invitation and the circulation of the list of committees.

- A. Society business
1. Finance
  2. Financial Review
  3. Membership
    - a. Courtesy
    - b. Reservations
    - c. Necrology
    - d. Historian/biographer
  4. Nominations – elected (See Article VI. C.)
  5. Rules
  6. Communications and marketing
    - a. Scholarships
    - b. Editor
    - c. Webmaster
  7. Convention representative (when Omicron hosts convention)
- B. Society mission and purposes
1. Educational excellence committee – promoting programs and projects for excellence in education
    - a. Promote the official projects of the Society
      - *Schools for Africa*
      - *Support for Early-Career Educators*
    - b. Promote the state and chapter projects
    - c. Influence educational law and policy (Legislation/US Forum)
    - d. Increase members' personal and professional development
    - e. Promote music and the fine arts

2. Increase members' global involvement
    - a. *Schools for Africa*
    - b. World fellowship
- C. Duties
1. The standing committees and specialists shall fulfill the responsibilities as outlined in the Idaho State Organization Bylaws, Standing Rules, and Policies and as detailed in the International governing documents.
  2. The standing committees and specialists as requested shall assist respective state organization committees in the work of the state organization.
  3. Courtesies are to be coordinated with the courtesy specialist.
    - a. A single red rose shall be presented to a member who has experienced bereavement in her immediate family. Immediate family is defined as a husband, daughter, son, mother, father, sister, or brother. A card may be sent to the member for matters concerning extended family members.
    - b. A red rose shall be sent or taken to the mortuary or service in the event of the death of a member.
    - c. A red rose shall be presented to a member who is in the hospital.
    - d. A red rose may be presented to a member who has performed a service or a courtesy above and beyond the call of duty.
    - e. A red rose may be presented to a guest speaker or any other guest performer at a chapter meeting.
    - f. Corsages may be provided to the chapter president(s) at state convention and to other members who are acting in responsible positions at important functions.
  4. The reservations committee shall:
    - a. Attempt to contact all members at least 10 days before each meeting to give details of the meeting and determine the number who will attend;
    - b. Report the number to the committee chair who reports to the hostesses;
    - c. Report any information or illness and any other important news concerning members; and
    - d. Contact members and visitors at other times when requested to do so by the president.
  5. The hostesses shall:
    - a. Work with the site manager regarding meeting time, eating time, menu, cost, arrangement of furniture, needs of podium, table, microphone, or other AV equipment or extension cords.
    - b. Inform the chair of the reservations committee of the details regarding special information as well as the program, location, menu, and the cost by the 24<sup>th</sup> of the month before the meeting.
    - c. On the day of the event, check in members and collect money.
    - d. Give the attendance sheet to the membership chair.
    - e. Work with the treasurer to pay the bill.
  6. The historian/biographer shall:
    - a. Keep one copy per year of all the yearbooks of the chapter
    - b. Maintain the chapter scrapbooks;
    - c. Update the information each biennium;
    - d. Bring the scrapbooks to one meeting a year so that people may view the scrapbooks;
    - e. Be responsible for chapter member biographical information; and
    - f. Assist the 2nd vice president by providing information for necrology services/ceremonies.

7. Outgoing committee chairs and officers
  - a. All committee chairs and officers shall assist and brief their successors when the transition occurs.
  - b. Incoming persons should be thoroughly informed on all their duties, supplies, and other materials available and on the structure of the committee or office.

## IX. Meetings

- A. Dates

Omicron chapter meetings shall usually be held on the second Saturday of each month except for the months of January, June, July, and August when no regular meetings are held. A minimum of 4 of the meetings will involve business meetings.
- B. Quorum

A quorum shall consist of the majority of active members.
- C. Joint Meeting

The Boise chapters shall combine for the visit and message of the representative of Idaho State Organization as determined by the Boise Area Coordinating Council and the state president.
- D. Birthday Meeting

Omicron chapter's birthday shall be celebrated at the May meeting.
- E. Honoring the Founders

The Society's founders shall be honored at the May meeting.
- F. Reservations

Unless she notifies the hostess committee chair of cancellation by the date the count must be turned in, a member making a reservation for a meal may be responsible for its cost. Should she find it necessary to cancel later, if possible, she shall notify the hostess chair as a matter of courtesy.

## X. Communications and Publications

- A. Presidential Approval

The president approves all publications.
- B. Chapter Newsletter

The chapter newsletter *Omniumgatherum* is published at least twice a year and is emailed, mailed, or hand-delivered to members. The webmaster posts the newsletter on the chapter website.
- C. Chapter Website

The chapter website is maintained following International guidelines and informs members of opportunities and issues in Delta kappa Gamma.

## XI. Parliamentary Authority

*Robert's Rules of Order Newly Revised* (current edition) shall govern the proceedings of Idaho State Organization and its chapters in all cases not provided for in the *Constitution and International Standing Rules* and Handbook and Idaho State Organization *Bylaws, Standing Rules, and Policies*.

## XII. Amendments

- A. The executive board shall review the Chapter Standing Rules at least once during the biennium in order to:
  - 1. Ensure alignment with the chapter's practices and procedures;
  - 2. Align with relevant changes to the International Constitution and Standing Rules; and
  - 3. Align with changes to the Idaho State Organization Bylaws and Standing Rules.
- B. Individual rules may be considered at any regular business meeting.
- C. To amend or rescind a standing rule requires the following:
  - 1. Notice – Each member will be notified of the proposed change(s) verbally or by mail (electronic or postal) not less than four (4) weeks prior to the intended action.
  - 2. Voting options
    - a. In person – voting will be conducted at a designated meeting.
    - b. By mail (electronic or postal) – Members unable to attend the meeting may vote by mail (electronic or postal) by sending her vote to the chapter president at least two (2) days before the scheduled vote on the intended action.
  - 3. Majority vote – The Standing Rules may be changed by an affirmative vote of not less than 51% of the total active membership.
  - 4. Members will be notified immediately by mail (electronic or postal).
- D. The adopted amendments shall take effect immediately upon adoption unless a proviso states otherwise.
- E. A rule may be suspended only when the nature of the rule provides for the suspension.\*

### \* Suspending Rules<sup>1</sup>

The very rules which are necessary to protect and direct an organization and its members may, at times, become stumbling blocks in the way of progress. Adoption of a motion to "suspend the rules" makes possible a temporary removal of barriers to progress.

Not all rules are suspendable.

- 1. Limitations
  - A. Rules that are a part of the charter, bylaws, or constitution of the organization cannot be suspended.
  - B. Actions that would be in conflict with state or national law or a fundamental principle of parliamentary law cannot be suspended.
  - C. Rules that protect absentees (such as requirements for previous notice of certain proposed actions) can never be suspended.
- 2. Vote Requirements
  - A. If the provisions relate to parliamentary rules of order, a 2/3 vote is required.
  - B. If the provisions relate to ways of facilitating an organization's distinctive way of carrying out its projects and obligations (such as the hour or day of its meetings or to whom mementos should be presented) only a majority vote is required.

## XIII. Dissolution

- A. The chapter president shall notify the state organization president and membership chair of the possibility of the chapter's request for dissolution.
- B. Notification to all chapter members of the intent to determine the status of the chapter shall be made in a timely fashion, either by a chapter officer or a state officer.

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<sup>1</sup> *Pointers on Parliamentary Procedure*, Louise Bereskin, National Association of Parliamentarians, Independence MO, October 1993.

- C. A vote shall be taken at the specified chapter meeting to determine if the chapter will request dissolution from state organization executive board.
- D. If the chapter votes to request dissolution, a letter of request signed by the chapter president will be sent to state organization president.
- E. Before a chapter is dissolved, the approval of the state organization executive board must be obtained.
- F. Careful consideration shall be given to the manner in which those desiring to retain membership transfer to other chapters. International procedures must be followed.
- G. Chapter members shall determine the distribution of assets remaining after bills are paid. Assets are to be directed for chapter, state, or international projects.
- H. Any remaining funds in the chapter account shall be sent to the state treasurer for deposit in the available fund.
- I. The chapter's paraphernalia, the Society publications, and the chapter records shall be retained in the state archives and made available for use.
- J. The charter must be returned to Idaho State Organization to be forwarded to the International Headquarters.