

**References:**

Constitution

**AIMS**

The aims of the **GREAT BRITAIN STATE ORGANISATION** Byelaws are:-

1. To clarify the Constitution and Standing Rules of the Delta Kappa Gamma Society International.
2. To fulfil the specific needs of the State Organisation.
3. To fulfil the cultural, legal and parliamentary requirements of Great Britain.

**References**

Constitution and SR Standing Rules

**ARTICLE I**

**NAME**

Section 1

The name of this state organisation shall be:

**GREAT BRITAIN STATE ORGANISATION** of the Delta Kappa Gamma Society International. 1B

Section 2

Each Chapter in Great Britain State Organisation shall be designated by a Greek letter or a combination of letters. 1B

**ARTICLE II**

**OBJECTIVES**

- A To promote the Purposes of the Delta Kappa Gamma Society International. IIA
- 1 To unite women educators of the world in a genuine spiritual fellowship; IID
  - 2 To honour 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 endeavours 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 programmes of action; and
  - 7 To inform members of current economic, social, political and educational issues so that they may participate effectively in a world society.
- B To act as a liaison between Chapters and the International organisation.
- C To give professional support to members and adequately meet their professional needs at times of development and structural reorganization.

**ARTICLE III**

**MEMBERSHIP**

Section 1

The membership of the Great Britain State Organisation shall be composed of active, reserve, collegiate and honorary members within the State boundaries. IIB1,2,3,4

All membership is in accordance with the Constitution.

Section 2

Membership begins when dues are paid. III

Chapters in the State shall have full power to act in matters of Chapter Membership. I

Membership records shall be kept at the chapter level.

Section 3

**State Honorary Members**

- A State honorary members shall be recommended by Chapters or members and elected by the State Executive Board. A four-fifths (4/5) vote of approval is required.
- B Induction of State honorary members shall be conducted at a State Meeting and a nominated, local Chapter shall maintain contact with her. IIIC2

Section 4

**Termination of Membership** IIIE

Chapter President shall file notice of resignation and record in chapter minutes the 3,4

names of terminated members, the reason for termination and the date.  
Section 5 The Chapter Membership Committee Chair shall notify the State Secretary and the State Treasurer when a former member has been reinstated. IIIIF

#### **ARTICLE IV FINANCES**

For the purposes of financial administration in the Great Britain State Organisation the following terminology shall apply:-

- a The Available Fund is our operating fund placed in a Community Account. IVFI
- b An Available Fund Reserve, of one year's operating expenses, plus the portion of the available fund not ear-marked for immediate use, is held in a Business Reserve Account.
- c A second Business Reserve Account holds monies for the Canterbury Award Fund and the GB State Organisation Scholarship Fund.

#### Section 1 **Annual Dues**

- A The State annual dues shall be determined by a two-thirds (2/3) vote of the members present at the Conference in the odd-numbered years. IVA2
- B Annual dues shall be paid by 30<sup>th</sup> June for the following fiscal year. IVC1  
Membership commencing after 1<sup>st</sup> January shall pay half the international dues. IVC2  
Chapter and State dues may be pro-rated as the state determines.  
On 1<sup>st</sup> October members shall be dropped for non-payment of dues. IVC5
- C All dues shall be collected by the Chapter Treasurer. IVC4  
State and International dues shall be forwarded to the State Treasurer.  
The State Treasurer shall send International dues to headquarters by the 30<sup>th</sup> September each year.

#### Section 2 **Financial Controls** [see State Finance Policy]

- A A Finance Committee shall submit an annual written budget, to be distributed with a covering note, for consideration and adoption by the State Organisation Executive Board.
- B All claims for expenses shall be signed by the President/Vice President before payment is made by the Treasurer.
- C The report of the annual audit shall be submitted to the State Executive Board for adoption.

#### **ARTICLE V ORGANISATION**

##### Section 1 **Chapters**

- A Each Chapter shall govern the conduct of its business in a manner consistent with the Constitution and the Great Britain State Organisation Byelaws. VB1  
Chapter rules shall be sent to the State Executive to ascertain they are consistent with the constitution and GB State Byelaws. The State Executive Board will monitor chapter progress.  
Leadership training shall be provided for chapter leaders.  
Strategies will be given for strengthening chapters and an intervention plan will be made if chapters show signs of stagnation or cease to thrive.  
Regular meetings by Chapters must be held at least 4 times per year. IXAI  
The Chapter officers (President and Vice-President) shall be elected in even-numbered years by a majority vote.
- a The term of office of each elected officer shall be two years or until a successor is named. The Chapter Treasurer shall be an officer selected by the Chapter Officers.  
All Officers shall take office on 1<sup>st</sup> July following their election.
- b The names of the new officers shall reach the State Organisation President by

the Spring GB State Conference in even-numbered years.

- c The Chapter President shall represent the Chapter as a voting member of the State Organisation Executive Board.

Section 2

**New Chapters**

- A The State Organisation Executive Board shall determine Chapter areas and shall approve the organising of a new Chapter. VB12
- B The Expansion Committee Chairman, the State Secretary and the State President shall assist in the installation of a new Chapter. The Treasurer shall reimburse them for expenses.

Section 3

**Areas**

The State Executive Board shall define the Chapter boundaries when necessary. VA2

Section 4

**Coordinating Councils**

- A When there are areas in which more than one Chapter exists, coordinating councils may be formed. VB4
- B The coordinating councils shall meet at least once a year for the purpose of clearing prospective new members, acting on transfers, and collaborating on inter-chapter programmes. SR51

**ARTICLE VI. OFFICERS AND RELATED PERSONNEL**

Section 1

**State**

- A The State elected officers shall be a President, a Vice President. An Executive Secretary shall be selected by the Executive Board. She shall have the vote. VIA2
- B A Treasurer shall be selected by the Executive Board. She shall have the vote. Other officers may be appointed by the State Organisation Executive Board. There are no members under remunerative contract in the GB State Organisation.

Section 2

**Duties of Officers**

These officers shall perform the duties as prescribed in the Constitution and as authorised by Great Britain's State Organisation Byelaws and the Guidelines/Supportive Document approved by the State Executive Board.

Section 3

**Terms of Office**

- A Officers, elected at the State Conference in odd-numbered years, shall have a term of two years, unless otherwise specified, or until a successor has been named. VID2
- B It shall be deemed advantageous to designate a period of apprenticeship for the State Treasurer-Elect during the last year of office of the retiring Treasurer. The Great Britain Guidelines/Supportive Document shall clarify the arrangements for apprenticeship and allow a degree of flexibility in deciding how many terms each officer shall serve in the same office in succession. All officers shall take office on 1<sup>st</sup> July following their election/selection.

Section 4

**Vacancies**

- A When a resignation or death occurs in the office of the President, the Vice-President shall become the President. VIE2
- B When a vacancy occurs in other elective or appointive positions, the President shall name a successor.

Section 5

**Nominations and Election**

- A Nominations for the offices of President and Vice-President shall be made by the Chapter, Chapter Presidents or by individual members to the Nominations Committee and a detailed résumé of the member's contribution to the Society shall be circulated with the nomination. The consent of the nominee must be obtained. VID2b
- B Supervision and arrangements for the election shall be made under the jurisdiction of the Nominations Committee.
- C Elections shall be organised by post or e-mail ballot and the results declared at the State Organisation Conference in odd-numbered years.

D Where more than one nomination exists, election is by the majority of votes cast.

## ARTICLE VII. EXECUTIVE BOARD

### Section 1

#### The State Board

A The members of the Executive shall be the elected officers, the Immediate Past State Organisation President and the Chapter Presidents. The Parliamentarian shall be an ex-officio member without vote. Past State Presidents and Founder Members of Great Britain State shall be included as Executive Board Members without vote. VIIBI

B The duties of the Executive Board shall be as specified in the Constitution. VIIB

C Meetings of the Executive Board shall be held at least once a year. Special meetings may be called by the President with 14 days' notice.

D An Executive Board Committee, consisting of the elected officers, may be convened by the State President in an emergency.

E In emergencies or special circumstances, postal or electronic communications with mandatory responses to the agenda, may be made in lieu of meetings. A vote by post, email or electronic means is authorised when necessary. IXBIb

F Chapter Presidents who are unable to attend the State Executive Board Meeting may appoint an official representative who shall have full privileges of participation.

G At meetings the presence of a majority of the voting members of the Board constitutes a quorum. IXBIc

### Section 2

**Chapter Executive Boards** shall function in accordance with the Constitution. VIIC

## ARTICLE VIII. STANDING COMMITTEES

### Section 1

Standing Committees may be formed for all of the following: VIIIA2b

#### Committees

Byelaws	Membership
Communications	Nominations
Conference	Programme of Work
Expansion	Research
Finance	Scholarship
Leadership Development	World Fellowship

### Section 2

#### General Procedures

A All committees shall be appointed by the President in consultation with the Executive Board. VIC4

B The President shall be an ex-officio member of all committees except the Nominations Committee.

C Matters requiring immediate committee action may be voted upon by e-mail, electronic communications or tele-conference (all committee members having been notified) and then ratified by vote at the next appropriate committee meeting

D Committee meetings shall be held with the approval of the President.

### Section 3

#### Duties of Committees

Overall responsibilities and duties of each committee are as specified in the *Go-To-Guide book* of the Delta Kappa Gamma Society International and the Great Britain Guidelines/Supportive Document. VIIIA

Reports of work accomplished shall be prepared on forms supplied by Society Headquarters

### Section 4

An **Ad Hoc Committee** may be appointed by the President as authorised by the State Executive Board. After the final report it shall be dissolved.

## ARTICLE IX. CONFERENCES

### Section 1

#### Great Britain State Organisation Conference

A The business of the State shall be conducted at a State Conference at least in IXA2a

odd-numbered years, at a time and place as determined by the Executive Board, for the purpose of receiving reports and adopting policy, reporting amendments to Byelaws, electing officers and attending to any other business which may properly come before it.

- B Presentations by International and State members of the Society, together with contributions from eminent members of the community, shall form a major part of the Conference programme.
- C Invitations to British Conferences shall be extended to Presidents and members of other State Organisations.
- D Guests of honour shall be the International President of the Delta Kappa Gamma Society International, or her nominee, the Regional Director for Europe and Presidents and members of other State Organisations.
- E Every Great Britain member who is registered may vote. A roll call vote as specified in the Constitution may be ordered.
- F The quorum shall be a majority of the members from Great Britain who have registered at the Conference. IXB2b
- G The date and venue of each State Conference shall be planned during the preceding year and members notified well in advance by means of the Great Britain News and GB Web Site.

Section 2

### **Other Meetings**

- A Other meetings shall be arranged when needed by the State Executive Board, provided that adequate funds are available.
- B State workshops may form an integral part of a Conference programme, or may be arranged at State meetings in alternate years.
- C A quorum for Chapter meetings shall be determined by the Chapter.

## **ARTICLE X.**

Section 1

### **ACTIVITIES**

#### **Funds**

The money to support the **Canterbury Award** shall be derived from the Canterbury Fund as determined by the State Executive Board.

One dollar (\$1) per member is paid into the **State Organisation Scholarship Fund**. The Canterbury and Scholarship Fund shall be held separately within the same Business Reserve account

The Executive Board makes all decisions relating to the use of these two funds.

Section 2

#### **Publications**

- A **GREAT BRITAIN NEWS** (the State newsletter) shall be published three times a year and sent to all members in the State according to the Great Britain Guidelines/Supportive Document. XIIA2

An editor shall be appointed by the Executive Board at the beginning of the biennium. Great Britain News shall be funded by an additional payment to the dues. The amount to be decided by the Executive Board.

- B **GB WEB SITE**. The web site shall provide information about the State Organisation and its events. It shall be run in accordance with Society Rules and shall be approved annually by the International Communications Committee.

The GB Web-site shall be funded by a payment from the State Organisation Available Fund as is determined annually by the Executive Board.

- C The publication of special brochures and programmes shall be approved by the President. Plans shall be submitted to the State Executive for financial approval.

Section 3

#### **Special funds**

Special funds donated to the State shall be administered by the State President and the Finance Committee.

Section 4

Special awards shall be approved by the State Organisation Executive Board.

**ARTICLE XI. AMENDMENTS**

- Section 1 Changes to the byelaws and standing rules of GB State, including those necessitated by amendments to the DKG Constitution and International Standing Rules, shall be made by the Parliamentarian and agreed by the Executive, and then reported to members at the State Conference, or first chapter meeting, after the amendments have been agreed.
- Section 2 Proposed amendments to the Byelaws may be submitted to the State President or Secretary by any member, or by any Committee, Board or Chapter.
- Section 3 All proposed amendments shall have been approved by a two-thirds (2/3) vote of the State Organisation Executive Board.
- Section 4 The Parliamentarian, with the approval of the State President, shall be responsible for checking the State Byelaws to ascertain that they are consistent with the Constitution and Standing Rules of the Society.

**ARTICLE XII DISSOLUTION**

The dissolution of a Chapter shall be decided by secret ballot of the Chapter members (a 2/3 majority is required) and be approved by the State Organisation Executive Board.

The dissolution of the State Organisation shall be decided by secret ballot involving all members of the State Organisation. A 2/3 majority is required. This decision must then be submitted to the International Executive.

In the event of the dissolution of a Chapter or of the State of Great Britain, the following shall occur:

- A All liabilities and obligations shall be paid or satisfied.
- B In the case of Chapter dissolution all assets shall be forwarded to the State Organisation Available Fund.
- C In the case of the dissolution of the GB State Organisation the disposal of assets shall be determined by the Executive Board at the time of dissolution.

XII 2

**ARTICLE XIII PARLIAMENTARY AUTHORITY**

Robert's Rules of Order Newly Revised and/or the recognised parliamentary procedures in Great Britain govern the proceedings of the State Organisation and its Chapters in all cases not provided in the Constitution, Standing Rules and the State Byelaws.

The responsibility for submitting the State Byelaws to the International Constitution Committee shall be the State Organisation President in conjunction with the State Parliamentarian.

The State Bye Laws shall be revised after the Constitutional Review at International Convention.

XIII2

Revised: Diana Bell, State Parliamentarian.

Approved by the Executive Board on 14<sup>th</sup> August 2019.

*Evelyn Goodsell*

President, Great Britain State Organisation