



Constitution and Bylaws

Article I

Section 1

The name of the Corporation shall be Swing Phi Swing Social Fellowship, Inc. ®. Hereinafter referred to as the “Corporation”

Section 2

The Corporation’s national headquarters shall be Washington, DC.

Article II

The purpose for which the Corporation is formed shall be to provide community service, scholarship and fellowship through discipline, effective leadership and unity; to foster and maintain better relationship among women of all races and creeds, while promoting sisterhood among the membership, and throughout the community.

Article III

Section 1

Membership in the Corporation shall be open to all women without respect to race, religion, national origin, language or residence, who are committed to the purpose and continued growth of the Corporation. Notwithstanding the above, the Corporation will not accept members who are a member of a Greek-lettered sorority or allow the continued membership of any corporate member who becomes a member of a Greek-lettered sorority while a member of the Corporation.

Section 2

The Corporation shall have three (3) classes of members consisting of Graduate Members, Undergraduate Members and Honorary Members. The status of all members including all local and/or regional chapter affiliations shall be determined by the Executive Offices who shall maintain a current roster consisting of the names and addresses of all members and each member’s current chapter affiliation.

Section 3

No person shall become a member of the Corporation until all requirements for membership in the Corporation have been met as outlined in the “Handbook of Swing Phi Swing Social Fellowship, Inc. ®.

Section 4

The annual dues of each member of the (chapter name) of Swing Phi Swing Social Fellowship, Inc. ®; shall be set by a 50% plus one vote of the membership.

Section 5

The in-take fee of each member of the Corporation shall be set by 50% plus one vote of the Board of Directors at a meeting to be held annually in the month of October.

Section 6

The treasure shall notify any member in writing, whose dues, in-take fees or any other fees as assessed from time to time at the sole discretion of the Board of Director, have fallen in arrears or have not been paid as required by the Board of Directors or the (name of chapter).

Section 7

All members shall be subject to disciplinary action as established by the Judiciary Panel.

Article IV

Section 1

The officers of the (chapter name) shall be president, vice president, secretary, treasurer, parliamentarian, and historian.

Section 2

The election of officers shall be held at the end of the designated terms of office for each officer as designated in Section 4 – of the Article.

Article V

Section 1

The meetings of the (chapter name) of Swing Phi Swing Social Fellowship, Inc. ® shall be once a month and shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise. All meetings of the (chapter name) shall be conducted in accordance with the “Handbook of Swing Phi Swing Social Fellowship, Inc.® “.

Section 2

Quorum

Meetings of the members wherein fifty percent (50%) plus on (1) members present shall constitute a quorum for all purposes except as otherwise provided by law. In the absence of a quorum, the members present shall have the power to adjourn, from time to time the meeting until a quorum is present.

Section 3

Voting

Each member of the chapter shall be entitled to one vote at any meetings of the chapter’s membership. All voting members must be financially active, locally and nationally in order to be entitled to a vote.

Article VI

Amendments

Section 1

This CONSTITUTION AND BYLAWS may be amended by a two thirds (2/3) majority vote of the total chapter membership eligible to vote.

Section 2

Officers of the chapter that do not adequately function in their respective positions will be removed from office. The non-attendance at three (3) consecutive meetings will constitute an automatic removal from office without formal action.

Section 3

President

The President shall be the principle representative and spokesperson for the chapter; shall be responsible for stimulating public understanding and support for the programs of the chapter; and shall perform such other and additional duties as may be assigned to that person from time to time by the chapter. She shall act as ex-officio member of all committees.

The President shall also execute all formal documents authorized by the Executive Board or by any Standing Committees. The term of the office is one (1) year and up to three (3) consecutive years in the same office.

Section 4

Vice President

At the request of the President, or in the event of her absence or disability, the Vice President, at anytime and from time to time, may perform any and all of the duties of the President, and shall have such other duties as the Executive Board may from time to time determine. The Vice President shall act as an aide to the President. The term of office is one (1) and up to three (3) consecutive years in the same office.

Section 5

Secretary

The Secretary shall be responsible for sending all information to chapter members and duplicate copies to the National Graduate Officer. She shall maintain records; keep minutes and attendance records of all meetings. She shall also attend to the giving and serving of all notices of the chapter. The Secretary shall keep names of person who are members of the chapter showing their place of residence, employment or business. The Secretary shall, in general perform all the duties incident to the office of the secretary. The term of office is for one (1) and up to three (3) consecutive years in the same office.

Section 6

Parliamentarian

The Parliamentarian shall keep order at all meetings, read the “Swing Prayer” and enforce all policies and procedures outlined in this CONSTITUTION AND BYLAWS. The term of office is one (1) and up to three (3) consecutive years in the same office.

Section 7

Historian

The Historian shall maintain a directory of the membership and maintain records of the history of the chapter. The term of office is one (1) and up to three consecutive years in the same office.

Section 8

Treasurer

The Treasurer shall oversee the collection, receipt and deposit of the funds of the chapter. The Treasurer shall perform such other duties as are incident to the office of Treasurer, and shall have such other powers and perform such other duties as may be deemed from time to time. The term of office is one (1) and up to three (3) years in the same office.

Section 9

Qualifications

The following qualifications set forth shall be required in order to be eligible to petition for an office in the undergraduate chapter. Members shall be local and National financially active. Members must be in good standings with her school and/or community and members must attend a majority of the chapter meetings.