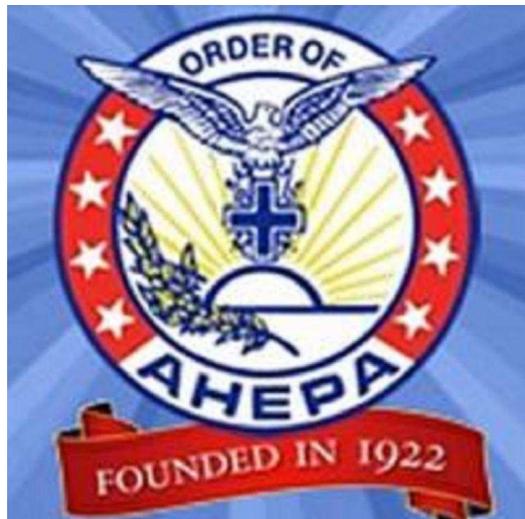


AHEPA CHAPTER 122

By-Laws

ROBERT E. LEE



Annex A of
AHEPA Ch 122 By-Laws

Table of Contents

ARTICLE I. GENERAL PROVISIONS	1
Identity- Purpose	1
Applicability	1
Jurisdiction	1
Office	1
ARTICLE II. MEMBERSHIP	1
Qualifications of members	1
Membership	1
ARTICLE III. CHAPTER OFFICERS - ELECTION AND DUTIES	2
Elected Officers	2
Appointive Officers	2
Powers and Limitations	2
Election Procedure	3
Eligibility for Office	3
Chapter President	3
Chapter Vice-President	3
Chapter Secretary	4
Chapter Treasurer	4
Chapter Chaplain	4
Chapter Warden	5
Applicable to all Chapter Officers	5
Committees	5
Board of Governors	6
Article IV. CHAPTER MEETINGS	6
Frequency and Types	6
Authority to call meetings	6
Notice of Meetings	6
Quorum	7
ARTICLE V. RECORDS AND ARCHIVES	7
Safekeeping	7
Conformity in Format	8
Dues	8

Annex A of
AHEPA Ch 122 By-Laws

Bills and Expenses	8
Decorum	8
ARTICLE VI. SCHOLARSHIPS	9
Scholarship Rules and Management of the George Sarantis Trust Fund	9
ARTICLE VII. CHAPTER EVENTS	10
ARTICLE VIII. BY-LAWS ARE SUBJECT TO OTHER DOCUMENTS	10
Custody of the By-Laws	11
By-Laws Committee	11
Rules and Regulations	11
Dissolution	12

Annex A of
AHEPA Ch 122 By-Laws

ARTICLE I. GENERAL PROVISIONS

Identity- Purpose

1. The By-Laws of the Robert E. Lee Chapter No. 122 of the Order of AHEPA, a non-stock and non-profit fraternal organization. This Chapter has been organized for the purpose of promoting Hellenism, education, philanthropy, civic responsibility, family and individual excellence.

Applicability

2. All members of this Chapter are subject to these By-Laws, the Constitution and By-Laws of the Order of AHEPA.

Jurisdiction

3. The jurisdiction of this Chapter shall include the Southeastern region of Virginia and the Cities of Norfolk, Portsmouth, Chesapeake, Virginia Beach and Suffolk Virginia.

Office

4. The office of the Chapter shall be sited at the AHEPA Center at 7220A Granby Street, Norfolk, VA. 23505. All Chapter correspondence shall be addressed to this office.

ARTICLE II. MEMBERSHIP

Qualifications of members

5. Any male person over twenty-one years of age, who is of good moral character, a believer in the existence of God and in the Divinity of Jesus Christ; who believes in and advocates the maintenance and promulgation of the Mission, Principles and Ideals of the Order, who is willing to subscribe by the AHEPA Constitution, the AHEPA By-Laws and the decrees and mandates of the Supreme Conventions; to obey its authorities and revere its traditions; who is a resident and citizen, or has declared his intention to become a citizen of the country within the AHEPA Domain in which the person resides, and who is able to read, write and speak the English Language, shall be eligible for membership in this Order. Membership in this Chapter shall be made available to the members of the Greek Army, Navy and Air force personnel serving in NATO.

Membership

6. Candidates for membership in the Chapter shall fill-in the approved AHEPA application form accompanied by one year's dues. A check or

other form of payment must accompany the application. Alternatively, an accepted candidate shall pay his annual dues no later than his initiation ceremony. The board will endorse the candidate's by vote and Chapter will vote for their acceptance - name will be circulated in the next Chapter newsletter and voted on at the next meeting. The voting for new membership by the Chapter shall be by a voice vote unless it is challenged. If the voting is challenged it will then be by secret ballot. Three negative votes reject the candidate for membership. If rejected, the candidate can reapply after one year. A submitted check shall be refunded to the applicant in case he is rejected. After approval or rejection for membership the candidate shall be notified by mail or email or telephone-call that he has been approved or rejected for membership. In case of rejection the chapter is not required to notify the candidate the reason for the rejection. If approved he shall be notified by mail and phone to present himself at the AHEPA Center on a designated day and time for initiation into the Chapter.

ARTICLE III. CHAPTER OFFICERS - ELECTION AND DUTIES

Elected Officers

7. The management of the affairs and business of Order of AHEPA Robert E. Lee Chapter No. 122, is vested in the duly elected Chapter Officers composed of the following: Chapter President, Chapter Vice President, Chapter Secretary and Chapter Treasurer.
8. Newly elected Chapter Officers shall have a meeting immediately or as soon as possible after their election at the call of the Chapter President at which time he shall present his agenda or programs for the coming year and appoints the Chaplain, Warden and Captain of the Guard.

Appointive Officers

9. The Chapter President may appoint representatives and officials to assist him or the officers of the Chapter in the performance of their duties. The appointive officers shall be the Chapter Chaplain, Chapter Warden, Sergeant at Arms and/or the Captain of the Guard.

Powers and Limitations

10. The Chapter Officers shall have those duties and responsibilities as are established by the Constitution and By-Laws of the Order of AHEPA and such additional duties as may be specifically defined by the Chapter. The manner of election, term of office, powers, privileges, accountability and removal or reprimand shall be commensurate to the guidelines of the Constitution of AHEPA or the dictates of the Chapter so long as the constitutional principles are not violated.

Annex A of
AHEPA Ch 122 By-Laws

11. The Chapter Officers shall be required to enforce all Rules and Regulations adopted by the Chapter or the Board of Governors as well as the Constitution and By-Laws of AHEPA. Non-compliance with this provision could be just cause for removal from office.
12. The Chapter Officers shall encourage the active auxiliaries to hold joint meetings two times each year to review programs.
13. Vacancies Determined - A vacancy, in a Chapter Office shall be determined by the membership in the event of illness, death, resignation, or any other reason when proper proof or notice has been presented.
14. Vacancies Filled - Any vacancy occurring in a Chapter Office shall be filled by the affirmative vote of a majority of the members of the Chapter present at a Chapter meeting. In the event two or more qualified persons are nominated for the vacancy, the vote for the office shall be by secret ballot unless it is waived by a voice vote.

~~15.~~14. _____

Election Procedure

- ~~16.~~15. _____ Nominations for Chapter Officers shall be made by a nominating committee appointed by the President and approved by the membership. Additional nominations may be made from the floor at the time the report of the nominating committee is made; nominations may be made by any duly qualified Chapter member in attendance. Each Chapter Officer shall be elected separately or as a group by a simple majority vote. There shall be no nominations in absentia. Officers shall serve a term of two years or until their successors are elected and installed. All officers must have paid their dues in full before assuming office. All officers shall be eligible for successive terms. Elections will be held in September and the new officers installed in the same month.

Eligibility for Office

- ~~17.~~16. _____ Any member in good standing in the Robert E. Lee Chapter No. 122 of the Order of AHEPA is eligible to become a candidate for Chapter Office. No member shall be eligible for the Office of Chapter President unless he has served in an elective Chapter Office for one full year. Officers shall not hold elective office in the Chapter concurrently with any District or National Office. No "Friend of AHEPA" can be elected to any Chapter office.

Chapter President

- ~~18.~~17. _____ The Chapter President shall be the chief executive officer of the Chapter, he shall preside at all Chapter meetings and follow the protocol established in the Manual for holding a Chapter meeting. He shall have all

the powers and duties vested in the office of President of an AHEPA Chapter, including but not limited to, the power to appoint committees and liaisons to the auxiliaries from the members.

~~19.18.~~ He shall do all things necessary and proper to promote the growth, efficient functioning and general welfare of the Chapter and its members. The Chapter President must prepare an annual report of his activities and accomplishments during the year to be submitted to the Chapter and the District Secretary before the District Convention.

Chapter Treasurer

19. The Treasurer shall have custody of all the funds, securities and evidences of indebtedness of the Chapter. He shall collect and keep an accounting of all the Chapter dues of the members in accordance with good accounting practice and shall perform all other duties incident to the office of Treasurer of an AHEPA Chapter. He shall promptly collect and account for all monies from the various events and projects planned and executed by the Chapter. The Chapter Treasurer shall issue checks from the Chapter Treasury only when presented with a proper receipt and voucher or expense authorization as appropriate. The authorization shall be substantiated by a paid receipt. The Chapter may utilize a credit card to charge all necessary items required for the various activities of the Chapter. He shall collect and promptly pay the National per capita and District dues. He shall keep all Chapter funds in State or National Banks or Credit Unions that have been approved by the Investment Committee as being FDIC, or otherwise insured.

20. The Chapter President and Chapter Treasurer shall have the authority to sign all checks. The Chapter Treasurer shall make a financial report of his office at each Chapter meeting. He shall include in his report all financial activities of the Chapter including the credit card. He shall work closely with the Chapter Secretary to keep the membership records up to date.

Chapter Vice-President

~~20.21.~~ The Chapter Vice-President shall in the absence or disability of the President, exercise the powers and perform the duties of the President. He shall keep himself informed of all Chapter activities and be preparing himself if elected to assume the office of the President. He shall be responsible for arranging all the dinner meetings, including the selection of the caterers. He shall also assist the President and exercise such other powers and perform such other duties as prescribed by the Chapter or the President.

Chapter Secretary

~~21.22.~~ The Chapter Secretary shall keep the minutes of all proceedings of the Chapter meetings; attend to giving and serving all notices of meetings to the members and the Board of Governors and conduct all correspondence of the Chapter. A copy of the official minutes of any and all Chapter meetings shall be available to any member in good standing for a valid reason upon request to the Chapter President. The minutes of the Chapter meetings cannot be recorded, published or distributed by anyone other than by the Chapter Secretary. The minutes of each Chapter meeting shall be transcribed before the next Chapter meeting. The minutes shall be duly signed by the Chapter President and Chapter Secretary prior to their being filed in the Chapter minute book. The Secretary shall keep all membership records up to date, including the posting of dues. He shall work closely with the Chapter Treasurer to keep the membership dues records up to date. He shall perform all other duties incident to the office of Secretary of an AHEPA Chapter as may be required by the Chapter or the President. He shall report the results of the Annual Chapter elections to National Headquarters and the District Secretary immediately after the elections. A portion of these duties may be shared with an appointed Recording Secretary if needed.

~~22.23.~~ The Chapter Secretary shall include on his Chapter's mailing list the names of the Officers in the auxiliaries, as long as these auxiliaries are active. ~~Chapter Treasurer~~

Chapter Treasurer

~~23.~~ The Treasurer shall have custody of all the funds, securities and evidences of indebtedness of the Chapter. He shall collect and keep an accounting of all the Chapter dues of the members in accordance with good accounting practice and shall perform all other duties incident to the office of Treasurer of an AHEPA Chapter. He shall promptly collect and account for all monies from the various events and projects planned and executed by the Chapter. The Chapter Treasurer shall issue checks from the Chapter Treasury only when presented with a proper receipt and voucher or expense authorization as appropriate. The authorization shall be substantiated by a paid receipt. The Chapter may utilize a credit card to charge all necessary items required for the various activities of the Chapter. He shall collect and promptly pay the National per capita and District dues. He shall keep all Chapter funds in State or National Banks or Credit Unions that have been approved by the Investment Committee as being FDIC, or otherwise insured.

~~24.~~ The Chapter President and Chapter Treasurer shall have the authority to sign all checks. The Chapter Treasurer shall make a financial report of his office at each Chapter meeting. He shall include in his report all financial

~~activities of the Chapter including the credit card. He shall work closely with the Chapter Secretary to keep the membership records up to date.~~

Chapter Chaplain

~~25.24.~~ The Chaplain shall be responsible for reading the opening and closing prayers of all Chapter meetings and funerals.

Chapter Warden

~~26.25.~~ The Warden is the keeper of all the Chapter paraphernalia and is responsible for placing the American and Greek Flag, the Chapter Banner and Bible (with laminated Opening and Closing Prayers) on the altar, and the officers' jewels and the gavel at the proper stations for all meetings. He shall be responsible for preparing the Chapter meeting room for initiations which shall include placement of the initiation manuals, banners, placards, candles and the gong at the proper stations. After the meeting he shall collect all the above paraphernalia and return it to storage.

Applicable to all Chapter Officers

Committees

~~27.26.~~ The Chapter President may delegate portions of his responsibilities to committees established for that purpose. These committees and their members shall be appointed for a term of one year. They may be reappointed for additional yearly term(s) at the discretion of the President. In addition to any special committees, the President shall appoint the following committees:

Formatted: Not Highlight

~~28.27.~~ House (propose and implement decisions on building and grounds maintenance)

~~29.28.~~ Investment (propose and manage the investment portfolio according to the chapter's statement of investment policy)

Formatted: Border: Top: (No border), Bottom: (No border), Left: (No border), Right: (No border), Between : (No border)

~~30.29.~~ Membership (manage and run new members process, promote membership and inform candidates)

~~31.30.~~ Nominating (nominates candidates for the elective officers)

~~32.31.~~ Scholarship (run the scholarship process)

~~33.32.~~ Sick (inform the chapter of sick brothers, recommends and implements the chapter relevant directions)

~~34.33.~~ Welfare and Awards (Promote the welfare of the chapter and propose awards)

35.34. In addition the Chapter President can appoint additional committees as necessary. Examples of such optional committees are:

36.35. By-Laws

37.36. Charities

38.37. Convention

39.38. Entertainment

40.39. Funeral

41.40. History and Publicity

42.41. Initiation

43.42. Kitchen

44.43. The chairman of any committee shall inform the Board of Governors of his plans and get approval, in advance of any actions and commitments unless such actions and commitments are previously agreed as appropriate and the relevant budget has been approved.

Board of Governors

45.44. At least 6 and no more than 17 (chapter's explicit decision) members of the Chapter in good standing shall be nominated for the Board of Governors. The Board of Governors shall be subject to election for a term of one year at the annual Chapter election meeting. The immediate Past President of the Chapter shall be the Chairman of the Board of Governors. The Board shall meet on the third Wednesday of each month at the call of the Chairman or when notified by the Secretary. In the event of a vacancy on the Board due to illness, death, resignation or for any other reason, the vacancy shall be filled by the Chairman of the Board for the remainder term or until a successor is elected. The Board shall serve as an advisory panel to the President and the Chapter. The Board of Governors shall have the power to make Rules and Regulations applicable for all Chapter and its property as long as they are in accordance with these By-Laws and the AHEPA Constitution. Non-compliance with any of these provisions could be just cause for removal.

46.45. A board member that misses three consecutive board meetings without an appropriate justification, will be removed by a vote of the Board of Governors.

ARTICLE IV. CHAPTER MEETINGS

Frequency and Types

~~47.46.~~ The regularly scheduled meetings of the Chapter are to be held on the first Wednesday of each month at 7:00 pm except for the months designated during the summer. The following types of meetings are required and permitted:

Regular (Formal), Initiation, Informal and Special meeting.

Authority to call meetings

~~48.47.~~ The Chapter meetings shall be held at the same time and place designated by the Chapter President or during his disqualification, refusal, or illness by the Chapter Vice President or on his disqualification, refusal, or illness by two Past Presidents of the Chapter.

Notice of Meetings

~~49.48.~~ The Chapter Secretary shall notify each member of the Chapter of the time and place for each monthly meeting. Notices for meetings will be sent no later than one week in advance. Notice of meetings can be given by US Mail and/or email and/or phone-call. The notice shall specify the meeting as Regular (Formal), Initiation, Informal or Special meeting.

Quorum

~~50.49.~~ The members in good standing of the Chapter present at a duly noticed meeting shall constitute a quorum for the transaction of the "regular" business of the Chapter. An affirmative vote of a majority of the quorum shall constitute the action of the Chapter relative to the transaction of any "regular" business presented at the meeting.

~~51.50.~~ Special business (not regular) require at least 51% of the members in good standing of the Chapter to be present for the meeting to constitute a quorum. A decision on special business require a positive vote from the 2/3 of the quorum. Special business matters include:

~~52.51.~~ Chapter by-laws and name.

~~53.52.~~ Decisions that affect 20% of the chapter's operating investment account.

~~54.53.~~ Decision on standing scholarships and donations.

~~55.54.~~ Any items/issues characterized by the board of governors as "special business".

~~56-55.~~ When special business need to be discussed the Special Meeting Notice shall indicate the issue(s) to be discussed and remind members of the quorum requirement.

~~57-56.~~ A general meeting with regular quorum is authorized to decide on “special business” after two consecutive and properly noticed failed attempts for a special meeting that have been called for the same issue(s). Such a general meeting must be properly noticed and may be called at a date earlier than one month from the last attempt for a special quorum. During such meeting absentee votes via mail or email shall be accepted.

~~58-57.~~ Parliamentary Rules and Protocol - Roberts Rules of Order (latest edition) shall govern the conduct of the meetings of the Chapter, Board of Governors and the Committees.

ARTICLE V. RECORDS AND ARCHIVES

Safekeeping

~~59-58.~~ The records and archives of the Chapter shall be maintained in a locked safe or cabinet or file, which shall be kept in the AHEPA Center or in any place the Chapter may designate. The key to the locked file or safe shall be kept by both the Chapter Treasurer and the Chapter Secretary. The Chapter President either with the Treasurer or Secretary shall periodically examine the Chapter records and archives to ascertain they are being maintained in a proper and safe manner and shall report his findings to the Chapter. Chapter records are defined as check books, records of bank deposits, financial reports, certificates of deposit and the Chapter minute book plus the proceedings of the Board of Governors and all committees.

Conformity in Format

~~60-59.~~ There shall be no changes in the letterhead or forms or of the AHEPA emblem used by the Chapter. Improvements and/or changes to any of the accepted formats shall be with the Chapter's approval. All Chapter forms shall be approved by the Chapter.

Dues

~~61-60.~~ Dues are payable annually no later than March 31st. Yearly memberships are from January 1 to December 31. Life Members are exempt from paying dues. The Chapter may set the dues and assessments against its members to defray the costs of operating the Chapter and to use the proceeds in the exercise of the powers granted in these By-Laws.

62-61. The Chapter Auditing Committee shall examine and make an annual audit of the financial records and books of the Chapter Treasurer, the Investment Committee and the Scholarship account books, recording income, donations, expenses and disbursements. The President shall appoint the audit committee with the approval of the Chapter by November 1st of each year. A report of its audit will be presented to the Chapter on an annual basis. The report of the auditing Committee shall be signed and dated by the members and the Auditing Chairman and the Chapter Treasurer for presentation to the Chapter and for recording in the archives.

Bills and Expenses

63-62. The Board of Governors can approve payments for expenses up to \$500 without approval of the Chapter membership. All expenses of the Chapter shall be paid promptly after proper authorization by the Board of Governors or the Chapter membership.

64-63. The Chapter shall pay the registration fee of its duly appointed delegates to the National or District Conventions not to exceed the number of allotted delegates. The Chapter shall pay the registration fee and transportation expense to the Bi-Annual Banquet for the members designated by the Chapter.

Decorum

65-64. Maintaining decorum and a proper code of conduct and dress in the Lodge room during the meeting shall be the responsibility of the Chapter President and the other elected Chapter officers. Decorum as used herein shall refer to matters pertaining to good manners, proper dress, and behavior during meetings. This shall apply to all other activities in the AHEPA Center. Non-compliance with this provision could be just cause for removal from the Chapter meeting room.

ARTICLE VI. SCHOLARSHIPS

Scholarship Rules

65. Only the members of the AHEPA family shall be eligible for Chapter Scholarships. The term "AHEPA family members" is to include and be limited to all active AHEPA members, of the Robert E. Lee Chapter No. 122 and the Princess Anne Chapter of the Daughters of Penelope No. 284 their children and grandchildren.

66. Only Chapter members who are in good standing and have paid in full both their National, District and Chapter dues are eligible to endorse Scholarship applications. Paid in full means a member is paid up through Dec. 31st of the preceding year.

Annex A of
AHEPA Ch 122 By-Laws

67. Scholarship applicants must adhere to the eligibility rules appearing in the application of the current year and must be student or a candidate for admission to a college or university. All applicants must have a 2.5 grade point average except those applying for Financial Need. The Financial Need applications will be decided by the committee on a case by case basis.
68. The scholarship award shall be an outright gift as distinguished from a loan. The scholarship checks to the recipients will be made out in the name of the awardee or the Registrar of the school which the awardee will be attending.
69. The scholarship awards shall be presented at a time and place approved by the Chapter. If the awardee is not present, the Scholarship shall be mailed to him/her by certified mail or presented to his/her representative appointed through an awardee's email to the scholarship committee chairman. All awarded scholarships shall be mailed to the awardees no later than 45 days after the date designated by the Chapter.
70. The Scholarship Committee shall consist of the Chairman who shall be a Chapter Officer or member of the Board of Governors and three members of the Chapter all appointed by the President and approved by the Chapter and one member of the Daughters of Penelope appointed by the Daughters Chapter President, provided that the respective Daughters of Penelope chapter is active.
71. The Scholarship Committee will develop and provide Scholarship applications to be placed in the Church Distribution Center, the AHEPA Center and on the Chapter web site. All scholarship application forms must be made available at the chapter's web-site no later than March 31st. All completed scholarship applications must be postmarked or emailed no later than April 1st of the current application year (closing date) and mailed/emailed to the Chairman of the Chapter Scholarship Committee or in accordance with the current directions, written in the extant application. No extensions of time are allowed.
72. The Chapter Scholarship Committee shall meet no later than 30 days after the closing date, to select the scholarship awardees. The Chapter Scholarship Committee shall make the selection and rating of candidates for scholarships into two classifications: need or scholastic. Evaluation and ranking of the applications will be made by the Scholarship Committee. ~~The Chapter Scholarship Committee shall meet no later than 30 days after the closing date of April 1 to select the scholarship awardees.~~
- The Committee shall verify the total amount of funds available from the Investment Committee other than the George Sarantis Fund of \$5,000.

Annex A of
AHEPA Ch 122 By-Laws

~~The Committee shall present to the Chapter the list of awardees with the recommended classification and recommended amount of each scholarship. It is recommended that scholarships are no less than \$1,000. One scholarship shall be paid annually to St. Basil Academy in Garrison, NY. One scholarship shall be funded by the Chapter in the name of Father Charles Goumenis and one scholarship will be offered in the name of our brother Gus J. James.~~

Formatted: Highlight

- ~~Only the members of the AHEPA family shall be eligible for Chapter Scholarships. The term "AHEPA family members" is to include and be limited to all active AHEPAs, of the Robert E. Lee Chapter No. 122 and the Princess Anne Chapter of the Daughters of Penelope No. 284 their children and grandchildren.~~
- ~~Only Chapter members who are in good standing and have paid in full both their National, District and Chapter dues are eligible to endorse Scholarship applications. Paid in full means a member is paid up through Dec. 31st of the preceding year.~~
- ~~Scholarship applicants must adhere to the eligibility rules appearing in the application of the current year and must be student or a candidate for admission to a college or university. All applicants must have a 2.5 grade point average except those applying for Financial Need. The Financial Need applications will be decided by the committee on a case by case basis.~~
- ~~The scholarship award shall be an outright gift as distinguished from a loan. The scholarship checks to the recipients will be made out in the name of the awardee or the Registrar of the school which the awardee will be attending.~~
- ~~The scholarship awards shall be presented at a time and place approved by the Chapter. If the awardee is not present, the Scholarship shall be mailed to him/her by certified mail or presented to his/her representative appointed through an awardee's email to the scholarship committee chairman. All awarded scholarships shall be mailed to the awardees no later than 45 days after the date designated by the Chapter.~~

73.

~~Scholarship Rules and Management of the George Sarantis Trust Fund~~

~~66.74.~~ The Investment Committee shall control and manage the investment and disbursement of any and all scholarship funds including the George Sarantis Trust Fund. The Chairman of the Investment Committee will provide a written report at the end of each fiscal year showing the status of the investments, donations, and disbursements with

any recommendations for increasing the principal. All financial records of the Investment Committee shall be audited on an annual basis by the Chapter Audit Committee.

~~67.75.~~ The George Sarantis Trust Fund was created to award scholarships ~~and to seek additional contributions to increase the amount of the original fund.~~ The original principal of \$250,000 in the George Sarantis Fund plus any contributions is irrevocable and cannot be decreased. There shall be no transfers from this fund to any other fund. This fund shall not be comingled with any other funds. The investment of the principal shall be conservative with low risk and growth. \$5,000 shall be awarded annually through At least one or more scholarships in the amount of \$5,000 shall be given annually from the interest earned. The interest earned in excess of the \$5,000 Scholarship shall be reinvested in the Fund ~~or used for additional scholarships in amounts to be determined by the Scholarship Committee with the approval of the Investment Committee until the fund reaches \$1,000,000. Thereafter the scholarship committee will propose an amended scheme for the level of scholarships to be awarded annually for the Board of Governors to endorse and the Chapter to approve through a special meeting. The investment of the principal shall be conservative with low risk and growth.~~

~~68.~~ The Scholarship Committee shall consist of the Chairman who shall be a Chapter Officer or member of the Board of Governors and three members of the Chapter all appointed by the President and approved by the Chapter and one member of the Daughters of Penelope appointed by the Daughters Chapter President, provided that the respective Daughters of Penelope chapter is active.

~~69.~~ The Scholarship Committee will develop and provide Scholarship applications to be placed in the Church Distribution Center, the AHEPA Center and on the Chapter web site. All scholarship application forms must be made available at the chapter's web site no later than March 31st. All completed scholarship applications must be postmarked or emailed no later than April 1st of the current application year and mailed/emailed to the Chairman of the Chapter Scholarship Committee or in accordance with the current directions, written in the extant application. No extensions of time are allowed.

~~70.~~ The Chapter Scholarship Committee shall make the selection and rating of candidates for scholarships into two classifications: need or scholastic. Evaluation and ranking of the applications will be made by the Scholarship Committee. The Chapter Scholarship Committee shall meet no later than 30 days after the closing date of April 1 to select the scholarship awardees.

Annex A of
AHEPA Ch 122 By-Laws

- ~~71. The Committee shall verify the total amount of funds available from the Investment Committee other than the George Sarantis Fund of \$5,000. The Committee shall present to the Chapter the list of awardees with the recommended classification and recommended amount of each scholarship. It is recommended that scholarships are no less than \$1,000. One scholarship shall be paid annually to St. Basil Academy in Garrison, NY. One scholarship shall be funded by the Chapter in the name of Father Charles Geumenis and one scholarship will be offered in the name of our brother Gus J. James.~~
- ~~72. Only the members of the AHEPA family shall be eligible for Chapter Scholarships. The term "AHEPA family members" is to include and be limited to all active AHEPAs, of the Robert E. Lee Chapter No. 122 and the Princess Anne Chapter of the Daughters of Penelope No. 284 their children and grandchildren.~~
- ~~73. Only Chapter members who are in good standing and have paid in full both their National, District and Chapter dues are eligible to endorse Scholarship applications. Paid in full means a member is paid up through Dec. 31st of the preceding year.~~
- ~~74. Scholarship applicants must adhere to the eligibility rules appearing in the application of the current year and must be student or a candidate for admission to a college or university. All applicants must have a 2.5 grade point average except those applying for Financial Need. The Financial Need applications will be decided by the committee on a case by case basis.~~
- ~~75. The scholarship award shall be an outright gift as distinguished from a loan. The scholarship checks to the recipients will be made out in the name of the awardee or the Registrar of the school which the awardee will be attending.~~
- ~~76. The scholarship awards shall be presented at a time and place approved by the Chapter. If the awardee is not present, the Scholarship shall be mailed to him/her by certified mail or presented to his/her representative appointed through an awardee's email to the scholarship committee chairman. All awarded scholarships shall be mailed to the awardees no later than 45 days after the date designated by the Chapter.~~

ARTICLE VII. CHAPTER EVENTS

- ~~77-76.~~ 76. The Chapter may organize fund-raising or other events to support the values and goals of the chapter and promote the welfare and morale of the members and the community.

~~78.77.~~ The Chapter president may appoint event specific committees led by an event-chairman, to plan, organize and run an event. The committee chairman shall submit a written and complete statement with all income and expenses related to the event no later than two months after the event and no later than the activation of another committee for a subsequent fund raising event. This statement shall follow the template in Annex A.

ARTICLE VIII. BY-LAWS ARE SUBJECT TO OTHER DOCUMENTS

~~79.78.~~ These By-Laws are subject to Constitution and By-Laws of the Order of AHEPA or its mandates. Any and/or all parts of these By-Laws are null and void if they in anyway conflict with the Constitution and By-Laws of the Order of AHEPA. All definitions set forth in these By-Laws are hereby adopted by reference as though set forth herein verbatim.

Custody of the By-Laws

~~80.79.~~ The Vice President shall be the custodian of the text of the By-Laws and shall be responsible for its interpretation. The Vice President shall likewise be required to incorporate all amendments to these By-Laws and reprint as necessary, and shall insure that they will be available at any Chapter meeting.

By-Laws Committee

~~81.80.~~ The Chapter President shall appoint a By-Laws Committee to consider amendments proposed by members and recommend appropriate action; this committee shall have no power other than advisory to the membership acting as a committee of the whole at a regularly scheduled Chapter meeting.

~~82.81.~~ Amendments to the By-Laws - Any amendments to these By-Laws shall be submitted in writing, signed by the maker and shall require a majority vote of the Board of Governors and a 2/3 vote of the Chapter members in good standing present at a duly noticed special meeting called for the purpose of amending these By-Laws. Upon adoption, amendments will be attached -to the text of the By-Laws until reprinting is necessary.

~~83.82.~~ Distribution of By-Laws - A copy of the By-Laws shall be available at all Chapter meetings and on the Chapter web site. A copy shall also be attached to the Chapter Meeting Manual.

~~84.83.~~ Precedent - These By-Laws, together with the Constitution and the By-Laws of the Order of AHEPA and its mandates shall govern the Chapter in its conduct of the affairs and business of the Chapter and shall override any and all precedents.

Rules and Regulations

85-84. The Board of Governors shall be responsible for and may establish Rules and Regulations concerning the operation of the AHEPA Center and any other real estate owned by the Chapter regarding its use or rental. Said Rules and Regulations shall have effect upon posting in the AHEPA newsletter, on the Chapter bulletin board or on the Chapter web site and shall have the dignity of the By-Laws. Violations of the Rules and Regulations can deny the member the use of the AHEPA Center or other property as determined by the Chapter based on a recommendation from the Board of Governors. The Rules or Regulations may be deleted, amended or added to at any meeting of the Board provided that two thirds (2/3) of the board members voted on this.

86-85. Any previous versions of By-Laws that were adopted by the Chapter are hereby rescinded, repealed and replaced.

87-86. The foregoing is adopted as the By-Laws of the Robert E. Lee Chapter No. 122 of the Order of AHEPA, a non-stock and non-profit fraternal organization at its meeting held on _____ 2018.

Dissolution

88-87. In the event of dissolution or discontinuance of this Chapter all the funds and assets of the Chapter shall be forwarded to the National Office of the Order of AHEPA and/or the Annunciation Greek Orthodox Church of Norfolk, VA, to be used for scholarships.

ROBERT E. LEE CHAPTER NO. 122, DISTRICT NO. 3,
REGION 2, OF THE ORDER OF AHEPA, Norfolk, Virginia

_____, 2018

By: _____

President

ATTESTED TO:

By: _____ Secretary

Annex A of
AHEPA Ch 122 By-Laws

