



*Province VI Bylaws  
Sigma Beta Sorority, Inc.*

OBJECT

- Section 1. To promote fellowship, charitable endeavors, culture, and sociability among the various chapters of Province VI and to further the purposes and ideals of Sigma Beta Sorority, Inc.

ARTICLE II

OFFICERS

- Section 1. The officers of the Province shall be Governor, Lieutenant Governor, Secretary, and Treasurer.
- Section 2. All Province officers shall be elected at the annual meeting. The majority of votes cast shall be subject to election. In the event there is but one candidate, the Secretary shall cast the elective ballot for that nominee. They shall be installed at the annual Province meeting and shall assume the duties of their office at the close of the annual Province meeting.
- A. At the first session of the annual Province meeting, the nominating committee shall present a slate of officers. Additional nominees may be presented from the floor.
  - B. A nominee for Province office shall be an active member for three consecutive years immediately preceding the nomination. Nominees for Province Governor shall have held one other province office prior to nomination.
  - C. Province officers shall not be elected to the same office for more than two (2) consecutive years, but shall have the privilege of being re-elected after retirement of one (1) or more years.
  - D. The election of officers shall be conducted by the latest past Governor active in her own chapter.
- Section 3. Each chapter represented shall be entitled to one (1) vote. The majority

of votes cast shall be sufficient to elect.

Section 4. Province officers shall be allowed a vote.

Section 5. Vacancies in the province offices shall be filled by appointment by the Governor. In the event of a vacancy in the office of Governor, the Lieutenant Governor shall assume that office.

### ARTICLE III

#### DUTIES OF OFFICERS

- Section 1. The Governor shall call and preside over at least one (1) province meeting annually. She shall have general supervision of the province. It shall be the duty of the Governor to see that each chapter in her jurisdiction is visited annually by a province officer. She shall be responsible to the National Executive Board for this action. She may have charge of the pledge and/or installation service of new chapters in her province and shall be responsible to the National Vice President concerning such installation. She shall have the authority to appoint all Standing Committees and any other committees she deems necessary.
- Section 2. The Lieutenant Governor shall assume the duties of the Governor in her absence. She shall assist the Governor in the performance of her duties. She shall serve as Chairman of the Bylaws Committee. She shall assist in the chapter visitations.
- Section 3. The Secretary shall take minutes of all Province meetings, which shall be an accurate record of business transacted. She shall send a copy of the minutes to the National President, Province Officers, and chapters in Province VI. She shall keep a correct copy of the Province Bylaws and incorporate all approved amendments. She shall serve as Province Historian.
- Section 4. The Treasurer shall receive and have charge of all Province funds and pay out same only on order of the Governor. She shall submit an audited report semi-annually to the National President, Province officers, and chapters in Province VI. She shall assist in the chapter visitations. She shall be bonded in the amount of \$1000.

### ARTICLE IV

#### BOARD OF GOVERNORS

- Section 1. There shall be a Province Board of Governors consisting of the three (3) latest past Governors active in their chapters. The latest past Governor shall be Chairman and serve as Parliamentarian.
- Section 2. The Board of Governors shall act in an advisory capacity to the Governor, and shall give guidance and assistance to her when necessary or when called upon.

## ARTICLE V

### COMMITTEES

- Section 1. The standing committees of the province and their respective duties shall be:
- A. The Auditing Committee shall be composed of three (3) members located in the same city as the Treasurer. It shall be their duty to audit the Treasurer's books semi-annually (April-October) and/or upon request of the Governor. Province books will close September 30.
  - B. The Bylaws Committee shall be composed of at least one (1) member from each chapter. The Lieutenant Governor shall serve as Chairman. It shall be their duty to compile and submit to the members of the Executive Board and all chapters in Province VI any proposed amendment thirty (30) days prior to the annual Province meeting. They shall assume the responsibility of having copies of the approved amendments to the Bylaws printed and mailed to the chapters in Province VI and all National officers following the annual Province meeting.

## ARTICLE VI

### FINANCIAL OBLIGATIONS

- Section 1. Reasonable expenses of the officers and committee members incurred in execution of their duties shall be paid from the treasury. The officers expenses incurred during chapter visitations shall be paid from the National treasury.
- Section 2. Each active and associate chapter shall pay a registration fee at the Province meeting of twenty dollars (\$20) to defray expenses of the Province.

Section 3. Reasonable expenses of officers for Province meeting shall be paid from the treasury. Convention expenses not paid by National for the Governor-elect shall be paid from the Province treasury.

Section 4. Each Chapter shall pay their province dues of twenty dollars (\$20) to the officer during the annual visitation. The visiting officer will forward the check to the National Treasurer immediately.

## ARTICLE VII

### MEETINGS

Section 1. The annual Province meeting shall be held the first Saturday in May of one (1) day duration. One chapter of the Province shall act as hostess. The program for the Province meeting shall be submitted by the hostess chapter to the National President and Province Governor on or before February 1.

A. Each Chapter shall be represented at Province meeting by one (1) voting delegate. Any chapter failing to be represented shall be fined twenty dollars (\$20) unless excused by the Governor. This fine shall be paid into the Province treasury within thirty (30) days and the chapter shall not be in good standing until this fine is paid.

Section 2. A special meeting may be called by the Governor if she deems it necessary.

## ARTICLE VIII

### QUORUM

Section 1. A QUORUM shall consist of the majority of the registered delegates and Province officers.

## ARTICLE IX

### AMENDMENTS

Section 1. A proposed amendment to the bylaws shall be submitted in writing to the Bylaws chairman and her committee, who in turn shall compile and submit all proposals to the Province officers for approval or disapproval.

B. The proposed amendment shall be voted on by the Province officers and voting delegates at the annual Province meeting.

Section 2. These Bylaws may be amended by a two-thirds vote, a quorum being present.

Revised: May 2010