

**INDIANA STATE COUNCIL OF
EPSILON SIGMA ALPHA INTERNATIONAL, INC.
CONSTITUTION**

ARTICLE I **Name**

The name of this non-profit organization shall be the Indiana State Council of Epsilon Sigma Alpha, International, Incorporated and may be referred to as ESA.

ARTICLE II **Purpose**

To encourage and promote the philanthropic and service endeavors of the Chapters within the State; to encourage and promote educational and leadership development among the members; to aid in the organization of new chapters within the State; to encourage friendship and fellowship through member, chapter, state, regional and International association; and to do generally any and all things necessary to promote and fulfill the purposes and ideals of ESA International.

ARTICLE III **Membership**

Any Jewel chapter in the State of Indiana shall be eligible for membership in the Indiana State Council when the current dues are paid to the State and International Council.

ARTICLE IV **Officers**

- a. The elected officers shall be: President, First Vice President, Second Vice President, Recording Secretary, Treasurer, Parliamentarian, and the State Educational Director.
- b. The First Vice President shall be known as the President-Elect and will automatically become the President. In the event of death or resignation, nomination will be accepted for the Office of President.
- c. The following officers shall be appointed by the president at the Annual State Convention: Corresponding Secretary, State Editor, State Chaplain, Senior St. Jude Coordinator, and Easter Seals Coordinator.
- d. The elected officers shall be elected by ballot at the Annual State Convention.
- e. General Appointments shall also be appointed by the President at the Annual State Convention.

ARTICLE V **Annual Meeting**

Section 1. The Annual Indiana State Council Convention shall be held the month prior to the International Convention.

Section 2. Any Chapter having paid International Council and State Council dues by January 1 may bid for Annual State Convention.

Section 3. Selection of the Convention site shall be voted upon two years in advance.

ARTICLE VI **Amendment**

The Constitution may be amended at the annual state convention by a two-thirds (2/3) vote of the delegates present and voting. Provided the following has occurred:

1. The Indiana State Council Executive Board has approved the proposed amendments.
2. Sixty days previous notice of the approved proposed amendment has been given to each chapter.

**INDIANA STATE COUNCIL
OF EPSILON SIGMA ALPHA INTERNATIONAL, INC
BYLAWS**

Article I Meetings

- Section 1. Two Indiana Conferences shall be held each year, one in the fall and one in the spring. Any business requiring the vote of the membership may be conducted with each chapter president entitled to one (1) vote. No proxy voting will be allowed.
- Section 2. A chapter in good standing can submit a bid for a Conference to the Nomination Committee to be presented at the Annual State Convention. A chapter(s) when submitting a bid must have a definite place for the Conference and adequate space must be available to encourage the selling of chapter merchandise and free movement for members attending the Conference. Bids must include verification of payment of International Council and State Council Dues. If there are no bids submitted to the Nomination Committee by January 1 or if all of those submitted are not acceptable due to non-payment of International Council and State Council Dues by January 1, chapters may submit bids from the floor at the Annual State Convention. Chapters submitting bids at the Annual State Convention for a Conference must submit verification of payment of International Council and State Council Dues. All delegates may vote for one fall and one spring conference.
- Section 3.
 - a. Each chapter hosting a conference shall submit a Financial Report to the Executive Board within thirty (30) days following the conference. The profit shall be divided equally between the Indiana State Council and the hostess chapter(s). The profit will accompany the report sent to the Indiana State Council Treasurer.
 - b. Said financial report(s) shall be published in the respective (December and May) issues of THE LAMP.
- Section 4. Members of the Indiana State Council Executive Board shall pay the full registration fee for conference.
- Section 5. A chapter in good standing is one that has paid International Council and State Council Dues for the current year by January 1.
- Section 6. The Executive Board and all committees shall be authorized to meet by telephone conference or through other electronic communications media, so long as all members may simultaneously hear each other and participate during the meeting.

ARTICLE II Elections:

- Section 1. The elected officers of the Indiana State Council shall be nominated and elected at the Annual State Convention. (See Article VIII, Section 1.)
- a. They shall assume their duties at the close of the Annual State Convention and continue in office until the close of the next Annual State Convention.
 - b. No officer shall succeed herself or himself in the same office.
- Section 2. Only those who have served at least one year in an elected position on the Executive Board shall be eligible for nomination for President and First Vice President (also known as President Elect).
- Section 3. Only those who have served their own chapters as President (or are currently serving as President) shall be eligible for the office of President, First Vice President and Second Vice President.
- Section 4. A plurality vote shall constitute an election. In case of a tie, there shall be a re-ballot on the two names receiving the highest number of votes.
- Section 5. Qualifications of those nominated from the floor shall be read. Included in the qualifications, which shall be submitted to the First Vice President in writing, shall be verification of payment of International Council and State Council Dues and membership dues of the candidate.
- Section 6. Installation of officers shall be held at the Annual State Convention.
- a. All successor files and supplies will be given to the newly elected and installed officers within ten (10) days after the Annual State Convention. Supplies belonging to the Executive Board shall be given to the President.
 - b. In the event of an officer's resignation before the term is completed, they must relinquish all books, records, and supplies to the State President or another member of the State Executive Board within ten (10) days of resignation.

ARTICLE III – DUTIES OF ELECTED OFFICERS

- Section 1. The President shall preside at all Council Meetings, appoint a Corresponding Secretary, State Editor of The LAMP, Chaplain, Senior St. Jude Coordinator, and Easter Seals Coordinator, all committees except the Nominating, Chapter Counseling, Elections, Philanthropic, Credentials, Constitution and Bylaws, and Awards Committees.
- a. Shall be as Ex-Officio member of all committees, except the Nominating Committee.
 - b. Is automatically a member of the general board of the Midwest Area Regional Council of ESA International.
 - c. Along with the Treasurer, the President must approve any contracts signed on behalf of the Indiana State Council, including contracts for any new philanthropic projects or fundraising events held by the Indiana State Council before the contract is signed.

- Section 2. The First Vice President:
- a. Shall be known as the President-Elect and automatically becomes the President. Shall be an aide to the President and assume the duties of the President in any absence. In case of the resignation or death of the President, shall become the President for the unexpired part of the term.
 - b. Shall appoint and be the Chairman of the Chapter Counseling Committee, the Nominating Committee and the Elections Committee. Shall serve on the Budget Committee. Is Membership Chairman, in charge of all membership programs, and shall assist the President in forming new chapters.
 - c. Serve as a liaison between the board, traditional membership and the members of the collegiate chapters; assist collegiate chapters as requested with events and procedures and assist graduating members with placement in a traditional chapter and/or alumni network. Shall seek to start new collegiate chapters at campuses within the state of Indiana.
- Section 3. The Second Vice President shall serve on the Budget Committee; appoint a Philanthropic Committee and serve as its chairman; and be in charge of any State Philanthropic Project inaugurated by the Indiana State Council.
- Section 4. The Recording Secretary shall keep accurate records of and attendance at all State and Executive Board meetings. Shall submit State meeting minutes for approval to the State President and provide copies to the Indiana State Council Executive Board. A copy of State meeting minutes shall be sent, via the email blast, to all other Indiana ESA members and a copy of the state meeting minutes shall be posted to the Indiana State Council website.
- Section 5. The Treasurer shall be bonded by an accredited bonding company (amount and company to be approved by the Executive Board), receive all monies, pay all bills (approved by the Executive Board) and have the books audited two weeks prior to the Annual State Convention. The signature of the President and Treasurer will be placed on file for the checking and savings accounts with the banks handling the Funds for the Indiana State Council of Epsilon Sigma Alpha International, Inc. Shall serve on the Budget Committee. Shall appoint a Credentials Committee and serve as its chairman. Along with the President, the Treasurer must approve any contracts signed on behalf of the Indiana State Council, including contracts for any new philanthropic projects or fundraising events held by the Indiana State Council before the contract is signed.
- Section 6. The Parliamentarian shall assist the President in Parliamentary Procedure when requested; appoint and be chairman of the Constitution and Bylaws Committee; receive proposed amendments for the Constitution, Bylaws, and Standing Rules from chapters in good standing by January 1 of each year; present them to the Executive Board; send the amended Constitution, Bylaws and Standing Rules to the newly installed Indiana State Council President within thirty (30) days of the Annual State Convention to be included in the President's Yearbook

Section 7. The Educational Director shall assist chapters in their Educational Programs. Shall also keep accurate record of chapter educational programs; select the top ten educational programs for the State, which is submitted to the International Council Educational Director annually; also selects the “Distinguished Athenian”. They shall also appoint an Awards committee of a minimum of three to judge all entries for Annual State Convention and take care of all International Council awards and recognition programs the State President designates.

ARTICLE IV Appointed Officers

Section 1. The Corresponding Secretary shall conduct the general correspondence of the Indiana State Council; keep a copy of all correspondence; notify all chapters of open meetings; arrange and notify the Executive Board of all meetings of the Executive Board of the Indiana State Council.

Section 2. The State LAMP Editor shall edit and publish the State Paper quarterly for the Indiana State Council; mail or e-mail a copy to each member in good standing; keep a copy of each issue of The LAMP on file at all times; submit for approval to the Executive Board a financial report of the costs of editing, publishing, and mailing issues of the LAMP.

Section 3. The State Chaplain shall be informed of the death of any ESA member or their immediate family (the immediate family to be husband, children, mother, and father). Shall assist in the sorority activities at the request of the Executive Board.

Section 4. The Senior St. Jude Coordinator shall be responsible for implementing fund raising for St. Jude Children’s Research Hospital. Will maintain an accurate accounting record of all Indiana contributions to St. Jude Children’s Research Hospital and report monthly to the Circle of Life. Shall work closely with the Junior St. Jude Coordinator to familiarize that coordinator with the duties of the Senior St. Jude Coordinator.

Section 5. The Easter Seals Coordinator shall strive to keep the membership educated and informed and be responsible for implementing fund raising for the International Council Easter Seals project(s).

Section 6. Appointed Officers shall be invited to attend the scheduled Board Meetings, Conferences and the Annual State Convention with paid expenses to be the same as the Executive Board.

ARTICLE V

General Appointments

Section 1. The President shall appoint an ESA Foundation Counselor for a term of two (2) years. Shall keep the Indiana State Council and the membership informed of Foundation activities.

- Section 2. The President shall appoint two (2) representatives to the Midwest Area Regional Council to serve for a one-year term.
- Section 3. The President shall appoint a Scrapbook Chairman who will be responsible for keeping an Indiana State Council Scrapbook and present it to the Junior Past President at the Leadership Conference following term as President.
- Section 4. The President shall appoint an “Association of the Arts” Chairman to serve for a one year term.
- Section 5. The President shall appoint a Web Master to serve for a one-year term.
- Section 6. The President, along with a committee of the First Vice President and appointed Senior St. Jude Coordinator, will appoint a Junior St. Jude Coordinator. The Junior St. Jude Coordinator shall work in close contact with the Senior St. Jude Coordinator, shall be familiar with all the duties of the Senior Coordinator. Shall become the Senior St. Jude Coordinator following term as Junior St. Jude Coordinator.

ARTICLE VI

Automatic Office

The Junior Past President shall be a member of the Executive Board, responsible for obtaining new rosters from each chapter in good standing postmarked by May 15; be chair for the program “Outstanding ESA Member of the Year”; and be in charge of the Disaster Fund and Hope for Heroes. The Junior Past President shall record the outstanding events while serving as President by inserting a page in the “History of Indiana State Council of Epsilon Sigma Alpha” book.

ARTICLE VII Executive Board

- Section 1. The Executive Board of the Indiana State Council shall be the President, Elected Officers, Junior Past President and the Appointed Officers, and the General Appointments
- Section 2. The Executive Board shall meet three times a year. Special meetings may be called by the President for the purpose of attending to urgent business, providing three (3) days notice is given. Special meetings may also be called by the President, at the request of two (2) members of the Executive Board, providing seven (7) days notice has been given.

- Section 3. The duties of the Executive Board shall be:
- a. Decide procedure policies for the Indiana State Council.
 - b. Approve all expenditures except Capital expenditures exceeding the amount of \$500.00. This type of expenditure must be discussed and voted upon by the membership.
 - c. To cooperate with ESA Headquarters in the organization of new chapters within the State of Indiana.
 - d. To present resolutions and recommendations at the Annual State Convention.
 - e. The remaining members of the Executive Board shall fill any vacancy that occurs with a qualified member to serve the unexpired term, except for the office of President, which shall be filled by the First Vice President.

Section 4. The quorum of the Executive Board shall be eight (8) members.

ARTICLE VIII

Committees

Section 1. The Nominating Committee shall consist of the First Vice President who shall be chairman and one (1) representative from three (3) other chapters. They shall receive nominations from chapters for the elected offices by January 1 of each year. They shall receive from the chapters by January 1 of each year, bids for the location to hold the Spring and Fall Conferences and the Annual State Convention. They shall present names of all qualified nominees, cities of the Annual State Convention and conferences at the Annual State Convention. In the event names are not submitted for elected offices, they shall select qualified nominees. This committee shall prepare ballots for Annual State Convention. Chapters bidding for Conferences, Annual State Conventions, and Chapters nominating a candidate must pay their state dues by January 1, and chapters' candidate's membership dues must be paid. If dues of chapter nominating a candidate are not paid by January 1, or nomination form not received by January 1, candidate may be nominated from the floor. Included with the letter of qualifications for the candidate shall be verifications of payments of the Chapter's State and International Council dues and the candidate's State and International Council dues.

Section 2. Elections Committee shall consist of the First Vice President who shall be chairman and one (1) representative from four (4) other chapters. They shall open the polls at the close of the First General Assembly on the second day of the Annual State Convention and close the polls at 1 o'clock the same day, count the ballots, and give the tellers' report to the President.

Section 3. The Credentials Committee shall consist of three (3) members. They shall audit the Treasurer who shall be Chairman. They shall check credentials of delegates, issue ballots to delegates, and report the number of voting members present.

- Section 4. The Auditing Committee shall consist of three (3) members. They shall audit the Treasurer's books in January and two (2) weeks prior to the Annual State Convention. A final audit shall be made two (2) weeks after convention.
- Section 5. The Budget Committee shall be the President, First Vice President, Second Vice President, Treasurer, and Junior Past President. They shall present a proposed budget at the First Executive Board Meeting after the Annual State Convention.
- Section 6. The Constitution and Bylaws Committee shall consist of the Parliamentarian who shall be chairman and one (1) representative from three (3) other chapters. They shall review the Constitution and Bylaws of the Indiana State Council annually, receive amendments from chapters in good standing by January 1, present any amendments to the Executive Board and send notice to all chapters sixty (60) days prior to the annual convention after the Executive Board approves the proposed amendments.
- Section 7. The Philanthropic Committee shall consist of the Second Vice President who shall serve as chairman and one (1) representative from three (3) other chapters.
- Section 8. The "Outstanding ESA Member of the Year" shall be chaired by the Junior Past President assisted by three judges, traditionally ESA members from out of the state of Indiana. The chair shall receive names of the "Outstanding ESA Member of the Year" from chapters in good standing.
- Section 9. The Chapter Counseling Committee shall consist of the First Vice President who shall be the Chairman and one (1) representative from three (3) other chapters. They shall aid and assist in chapter problems.
- Section 10. The Awards Committee shall consist of a minimum of three (3) members. The committee along with the Educational Director shall prejudge the necessary award entries prior to Annual State Convention in order that they are eligible for International Convention.

ARTICLE IX

Dues

- Section 1. The Indiana State Initiation fee is the first year's annual dues.
- Section 2. Each chapter shall pay annual dues to the Indiana State Council in the amount of \$50.00 plus \$10.00 per each active jewel pin member to the Indiana State Treasurer by January 1. Their subscription of THE LAMP shall be paid from these dues. Additional dues for members receiving jewel pins after January 1 must be paid by May 15th in order to qualify the chapter for additional delegates.

- Sections 3.
- a. Chapters in the Indiana State Council having not paid their State Dues for the period of two years shall be contacted by the President requesting status of the chapter. If payment of dues is not received within thirty (30) days, the chapter shall be considered inactive.
 - b. A chapter inactive in the State Council may be reinstated by payment of its current year's dues.

ARTICLE X.

Expenditures

- Section 1. The Indiana State Council shall pay:
- a. Travel expenses for the President when a new chapter is installed.
 - b. The expenses of the President (or other representative) when requested to visit a chapter in dire need.
 - c. Fifty dollars (\$50.00) petty cash fund for President from which small incidental expenses are to be paid.
 - d. The incoming State President's registration (includes hotel) and travel expenses to attend the State President's Annual Leadership Seminar. The travel expenses would include: *round trip flight or mileage according to the current non-profit mileage rate if driving; *and meals, excluding alcohol. If the incoming State President is unable to attend, the incoming 1st Vice President may attend as representation.
 - e. The current State President's registration and travel expenses to attend the MARC Conference. The travel expenses would include: *mileage according to the current non-profit mileage rate whether driving or flying; *half of the total hotel room cost (including the night prior and the night(s) during the conference); *and meals, excluding alcohol. If the current State President is unable to attend, the following order of representation shall apply: First Vice President, Second Vice President, Treasurer, Junior Past President, and a Past Indiana State President.

ARTICLE XI

Conventions

- Section 1. International –The current State President's registration and travel expenses to attend the International Convention. The travel expenses would include: *round trip flight or mileage according to the current non-profit mileage rate if driving; *half of the total hotel room cost (including the night prior and the night(s) during the convention); *meals (including the PICPA Meal), excluding alcohol; *and miscellaneous fees such as parking, shuttle, and tips. If the current State President is unable to attend, the following order of representation shall apply: First Vice President, Second Vice President, Treasurer, Junior Past President, and a Past Indiana State President.
- Section 2. State (Delegates)- Each Jewel Chapter in good standing with the Indiana State Council shall be represented by its President as delegate and one delegate for each ten jewel pin members or portion thereof. The President shall not be allowed an alternate; other delegates may have an alternate. Delegates shall be selected by their chapter. No pledge may serve as a delegate. The Past Indiana Presidents Auxiliary shall receive

one vote by the Chairman, or his/her proxy, if he/she is unable to attend the State Convention.

- Section 3. A chapter, in attendance, shall receive all ballots to which it is entitled.
- Section 4. The quorum of the Annual State Convention shall be a majority of the voting delegation registered.
- Section 5. All Annual State Convention fees must be paid at the time of registration.
- Section 6. A convention working fund of two hundred dollars (\$200.00) shall be allowed the Hostess Chapter upon written request. Said amount is to be considered a loan and to be repaid within ten (10) days after Annual State Convention.
- Section 7. The chapter hosting the Annual State Convention shall submit to the President, The LAMP Editor, and the State Treasurer a financial report of the convention, in duplicate, thirty (30) days after the convention or prior to the Annual Budget Meeting. The profit of the Annual State Convention shall be divided equally between the chapter(s) hosting and the Indiana State Council. The profit will accompany the report sent to the State Treasurer.
- Section 8. Members of the Indiana State Council Executive Board shall pay the full registration fee for the Annual State Convention.
- Section 9. Awards – The Indiana State Council annual awards shall be given to the chapters in good standing as follows:
a. Annual certificates shall be awarded to the winning entries for: “What ESA Means to Me” Essays
- Section 10. Any chapter or officer receiving a check at the Annual State Convention shall cash it within seven (7) days. Checks shall be voided by the Indiana State Council after said date.
- Section 11. Campaigning – Candidates will be allowed only small inexpensive handouts, which shall be distributed only at a time designated by the Indiana State Council Executive Board. There shall be no campaigning prior to the Annual State Convention. Any posters used for campaigning purposes will be on display as designated by the Indiana State Council Executive Board. Candidates are invited to participate in the Candidates Fair (usually held on Friday evening). This time has been set aside for Annual State Convention attendees to meet the candidates, and no other campaign parties will be allowed.

ARTICLE XII

Fiscal Year

The fiscal year of the organization shall begin on the first day of July and end on June 30 of the following year.

ARTICLE XIII

Midwest Area Regional Council

Section 1. The Indiana State Council shall be a member of the Midwest Area Regional Council (MARC).

Section 2. The Indiana State Council shall be represented by the current Indiana State Council President and two (2) appointed representatives.

ARTICLE XIV

Parliamentary Authority

Robert's Rules of Order Newly Revised shall govern all meetings of the Indiana State Council, provided they do not conflict with these bylaws.

ARTICLE XV

Amendments

These Bylaws may be amended at the Annual State Convention by a two-thirds (2/3) vote of the delegates present and voting, provided the following has occurred:

1. The Indiana State Council Executive Board has approved the proposed amendments;
2. Sixty (60) days previous notice of the approved proposed amendments has been given to each chapter.

ARTICLE XVI

Voting for State Purposes: Not Including Amendments or Elections

The State President must notify all Chapters 30 days in advance of a vote taking place at any State Meeting. Voting shall take place as per Article XI, Section 2 of the State Bylaws.

ARTICLE XVII

Electronic Communication

All communications required in these Bylaws, including meeting notices, may be sent electronically.

STANDING RULES

1. In the event of death of an active Indiana ESA member, a floral tribute or donation to a charity not to exceed the amount of twenty dollars (\$20.00) shall be purchased or made by the local chapter in the name of the Indiana State Council. The Chapter will be reimbursed upon receipt of a bill or copy of the canceled check to the Indiana state Council Treasurer.
2. The Indiana State Council shall present a heavy gold plated full crown pin or a gift of equal value to the outgoing State President.
3. The Indiana State Council shall present certificates to each “Outstanding ESA Member of the Year”.
4. Chairs in charge of contests shall be responsible for sending winning entries for International competition.
5. Bids for publication of THE LAMP shall be presented at the February Board Meeting and contract shall be prepared for acceptance by the Executive Board.
6. Only three (3) minutes shall be allowed for each member to speak on a subject at a Conference Meeting.
7. Voting shall be by secret ballot only for election of officers and Meeting Bids but may be show of hands or by standing on general questions.

AMENDMENT:

These Standing Rules may be suspended, amended or rescinded at the Annual State Convention by a two-thirds (2/3) vote of the delegates present and voting.

STANDING RULES
INDIANA STATE COUNCIL EXECUTIVE BOARD

1. All meetings of the Executive Board shall be called to order at the time and place designated by advance notice to all members thereof.
2. The President shall give the “Opening Ritual”.
3. Roberts Rules of Order Newly Revised and the Indiana State Council Bylaws shall be the Parliamentary Authority at all meetings.
4. Roll call shall be taken and recorded by the Recording Secretary.
5. Those attending State Council Meetings shall be the Elected and Appointed Officers, as set forth in the Bylaws, and others who have received notice from the President or have received the consent of the President in advance of the meeting. Only members of the Executive Board may make motions and vote thereon at the meetings.
6. The Executive Board, General Appointments, Chapter Presidents and Chair of the Past Indiana Presidents Auxiliary shall be given a State President’s Yearbook, which shall include dates of Executive Board Meetings, Conferences, Seminars, Conventions, publication of the LAMP, etc.
7. All bills presented to the Treasurer shall be itemized to assist in entering it under the proper account when posting.
8. Bills presented to the Treasurer, for non-budgeted expenditures below the \$500 limit are to be approved by the Executive Board. Capital expenditures exceeding the \$500 limit must be discussed and approved by the Indiana State Council.
9. All Officers and others giving a report shall prepare copies to email to the Recording Secretary and President and sent prior to meeting, while printing a copy for reading at meeting, printing a copy for the successor file.
10. The Treasurer shall provide copies of the Financial Reports to all members of the Executive Board.
11. All reports filed with the Secretary shall be dated.
12. Each Officer shall be called upon to give a report at each Executive Board meeting and shall include therein any recommendations pertinent to the office.
13. Voting shall be by voice or raise hands.

14. Discussion of any subject shall be limited to ten (10) minutes. No party can speak the second time on a given subject until all others have had the opportunity to voice their opinion.
15. Meetings shall end by all present repeating the “Closing Ritual”.
16. Whenever there is a procedural change affecting the duties of any officer on this board, that officer will be responsible for preparing the necessary changes(s) for submission in writing to the Parliamentarian. The Parliamentarian will be responsible for supplying copies of the Changes to each Officers Manual.
17. Successor files for President, First Vice President, Second Vice President, Parliamentarian, State Educational Director, Senior St Jude Coordinator and Junior St Jude Coordinator must be retained for five (5) year (not including current office holder). The ESA Foundation Counselor, successor files should be held for three (3) previous officers as this position is for two years. Recording Secretary records are permanent. Treasurer records are maintained for seven (7) years. Prior officers will be offered their files before destruction.

STATE BOARD AWARDS

The following State Board Awards will be presented by a certificate at each annual convention.

DISASTER FUND

- A. Most Monies Contributed
- B. Most Monies Contributed on a Percentage Basis

DISTINGUISHED ATHENIAN AWARD: Called “The Kathyryne Cole Award”; Presented to the Outstanding Chapter Educational Director.

LAMP AWARD: For Best LAMP Reporting

PUBLICITY & PUBLIC RELATIONS AWARD

MEMBERSHIP AWARDS:

Traditional Chapters:

- A. Greatest Increase in Membership on a Percentage Basis
- B. To Membership Director of a Traditional Chapter with Most New Pledges

Collegiate Chapters:

- A. Greatest Increase in Membership on a Percentage Basis
- B. Membership Director of the Collegiate Chapter with Most New Pledges

OUTSTANDING PLEDGE AWARD

PRESIDENTS THEME AWARD

OUTSTANDING CHAPTER AWARD

PHILANTHROPIC PROJECT AWARDS:

- A. Most Actual Money to the State Philanthropic Project
- B. Most Money to the State Philanthropic Project on a Percentage Basis
- C. Most Total Philanthropic Hours Donated to the State Project
- D. Most Total Philanthropic Hours Donated to the State Project on a Percentage basis
- E. Collegiate Chapter Donating the Most Philanthropic Monies
- F. Most Philanthropic Hours Donated (excluding State Project, St. Jude, Easter Seals, and Disaster Fund)
- G. Most Philanthropic Hours Donated on a Percentage basis (excluding State Project, St. Jude, Easter Seals and Disaster Fund)
- H. Most Philanthropic Monies Donated (excluding State Project, St. Jude, Easter Seals and Disaster Fund.)
- I. Most Philanthropic Monies Donated on a Percentage Basis (excluding State Project, St. Jude, Easter Seals, and Disaster Fund)

- J. Most Overall Philanthropic Hours on all Projects
- K. Most Money Donated to the State Project from a First Time Event

ST. JUDE AWARDS:

- A. Most Monies Donated
- B. Most Money Donated – excluding ALSAC-sponsored events
- C. Most Money Donated on a Percentage Basis
- D. Most Money Donated from 1st Time Event: Anjanette “A.J.” West Memorial Award
- E. Most Actual Hours
- F. Most Hours on a Percentage Basis

“WHAT ESA MEANS TO ME” ESSAY:

- A. Less than one year
- B. More than one year

EASTER SEALS AWARDS:

- A. Most Money Donated
- B. Most Money Donated on a Percentage Basis
- C. Most Actual Hours
- D. Most Hours Donated on a Percentage Basis

OUTSTANDING CHAPTER “SPIRIT OF ESA” AWARD

Qualifications: The chapter exhibiting their spirit/enthusiasm at the Awards Luncheon. They may wear “spirit” outfits, banners and yell/cheer shared during the Awards Luncheon for all chapter members receiving awards during presentation: “SPIRIT OF ESA”

STATE BOARD TRAVELING AWARDS
FOR HISTORICAL RECORD

DISASTER FUND

A. Most Monies Contributed: Silver Tea Service (Creamer & Sugar) donated by PIP's of Epsilon Lambda Chapter: Kathryn Nickell, Alberta Highland, Irene Dillman and Fern Logan.

B. Most Monies Contributed on a Percentage Basis: Candelabra with jonquils donated by PIP Shirley Cramer.

DISTINGUISHED ATHENIAN AWARD: Called "The Katheryne Cole Award"; Silver Tray donated by PIP's in honor of Katheryne Cole. Presented to the Outstanding Chapter Educational Director.

LAMP AWARD:

For Best LAMP Reporting: Traveling Lamp donated by PIP Diana Harney.

PUBLICITY & PUBLIC RELATIONS AWARD:

Desk Set donated by PIP Julia Aker

MEMBERSHIP AWARDS:

Traditional Chapters:

A. Greatest Increase in Membership on a Percentage Basis: Silver Bowl donated by PIP Judy Schneider.

B. To Membership Director of a Traditional Chapter with Most New Pledges: Silver Bowl donated by PIP Judy Schneider.

Collegiate Chapters:

A. Greatest Increase in Membership on a Percentage Basis: Crystal u-shaped candle holder donated by PIP Susan Waltz

B. To Membership Director of the Collegiate Chapter with Most New Pledges: Silver tray donated by PIP Donna Jones.

OUTSTANDING PLEDGE AWARD: Loving Cup donated by PIP DeEtta Charpie

HARMONY AWARD: Crystal Vase donated by Terri Cover, Delta Chi, Shelbyville

OUTHSTANDING CHAPTER AWARD: Coffee Service donated by PIPs Ruth Jones, Jeanne Rader, and Judy Schneider

PHILANTHROPIC PROJECT AWARDS:

A. Most Actual Money to the State Philanthropic Project: Silver Tray donated by PIP's Mary Wynn and Pat Summan.

- B. Most Money to the State Philanthropic Project on a Percentage Basis: Silver Tray donated by the Indiana State Council.
- C. Most Total Philanthropic Hours Donated to the State Project: Silver Tray donated by PIP Rozanne Robertson.
- D. Most Total Philanthropic Hours Donated to the State Project on a Percentage basis: Silver Tray donated by PIP Rozanne Robertson.
- E. Collegiate Chapter Donating the Most Philanthropic Monies: Silver Tray donated by PIP Joan Meyer.
- F. Most Philanthropic Hours Donated (excluding State Project, St. Jude, Easter Seals, and Disaster Fund): Glass Fluted Bowl donated by Gamma Pi Chapter in honor of Past Indiana State Council Presidents (PIPs).
- G. Most Philanthropic Hours Donated on a Percentage basis (excluding State Project, St. Jude, Easter Seals and Disaster Fund): Glass Ivy Bowl donated by Gamma Pi Chapter in honor of Indiana's International Council Past Presidents Peggy (Shaw) Cole, Mardelle McCormick, Judy Lester and DeEtta Charpie.
- H. Most Philanthropic Monies Donated (excluding State Project, St. Jude, Easter Seals and Disaster Fund.): Silver plated Baroque Candlesticks donated by the Past Indiana Presidents' Auxiliary in honor of Mardelle McCormick, first elected State President 1943-1944.
- I. Most Philanthropic Monies Donated on a Percentage Basis (excluding State Project, St. Jude, Easter Seals, and Disaster Fund): Crystal Sweet Heart Vase donated by the Past Indiana Presidents' Auxiliary in celebration of our new members who are the future of ESA.
- J. Most Overall Philanthropic Hours on all Projects: Silver and glass tray donated by PIP Sherryl Lamb.
- K. Most Money Donated to the State Project from a First time Event: Crystal Basket donated by PIP Doris Hayden.

ST. JUDE AWARDS

- A. Most Monies Donated: Plaque donated by IC Past President Judy Lester.
- B. Most Money Donated – excluding Radio-a-thons: Silver Candlesticks donate by PIP Jeannie Ellis.
- C. Most Money Donated on a Percentage Basis: Candlesticks donated by PIP Judy Schneider.
- D. Most Money Donated from 1st Time Event: Anjanette “A.J.” West Memorial Award donated by the Kathy West Family.
- E. Most Actual Hours: Plate with Jonquil and Birds Donated by Barbara Williams
- F. Most Hours on a Percentage Basis: Silver Footed Bowl donated by Alpha Chi (Franklin) in memory of Yuba B Settles.

“WHAT ESA MEANS TO ME” ESSAY

- A. Less than one year: Bud Vase donated by PIP Linda Carol Wilson.
- B. More than one year: Bud Vase donated by PIP Linda Carol Wilson.

EASTER SEALS AWARDS

- A. Most Money Donated: Silver Sugar/Cream Set donated by Lambda Mu Lafayette.
- B. Most Money Donated on a Percentage Basis: Candlesticks donated by PIP Carolyn Shaw.
- C. Most Actual Hours: Blue Ice Vase donated by PIP Julia Aker.

D. Most Hours Donated on a Percentage Basis: Frosted Blue Amaryllis Reclining Vase donated by PIP Lynn Howley and PIP Deana Walters.

OUTSTANDING CHAPTER “SPIRIT OF ESA” AWARD

Qualifications:

The chapter exhibiting their spirit/enthusiasm at the Awards Luncheon. They may wear “sprit” outfits, banners and yell/cheer shared during the Awards Luncheon for all chapter sisters receiving awards during presentation: “SPIRIT OF ESA” Shadowbox donated By PIP Jaycee Peak.

Indiana State Convention Standing Rules

1. Each registrant must wear her official badge throughout the convention session.
2. Delegates shall be seated in designated sections.
3. In order to receive recognition to speak on the floor, a delegate shall rise and remain standing until recognized by the Chair, then identify herself by name, chapter and location, speak loudly, slowly and clearly.
4. Delegates may make and second a motion or vote in Assembly. Any member in attendance may talk on a subject under discussion. Committee chairmen or state officers (except President) may make motions pertinent to their chairmanship or office.
5. A second to a motion must come from a chapter other than the one who proposes a motion.
6. A delegate is limited to speaking twice on one motion, the second speech to be in the nature of a rebuttal or new information on a motion. Delegates' speeches shall be limited to three (3) minutes. Debate is limited to ten (10) minutes.
7. Only one (1) person will be recognized by the chair at one time. All others will be declared out of order.
8. A chapter consisting of all pledges is not eligible to vote.
9. Each chapter in good standing is allowed one (1) vote for the President and one (1) delegate for every ten (10) Jewel Pin members. No alternate can take the President's place. A delegate is allowed an alternate. The Past Indiana President's Auxiliary shall receive one vote by the Chairman, or his/her proxy, if he/she is unable to attend the State Convention.
10. A chapter, in counting the number of votes to which it is entitled, must not include among their member count, pledges that have not received their Jewel Pin.
11. A chapter shall receive all ballots to which it is entitled.
12. As the Treasurer reads chapter credentials, the chapter president or a delegate will answer to the number of delegates allowed and the number present from her chapter.
13. Voting shall be by voice aye, or nay, or raise of hands, except where there has been a ballot prepared.
14. Voting for officers shall be by secret ballot, election being determined by plurality vote. In the event of a tie for the largest number of votes, there shall be a re-ballot for that office with the two people involved.

15. No amendments to the Bylaws can be accepted from the floor. No amendment may be acted upon without first having been approved by the Indiana State Council Executive Board.
16. Two-thirds (2/3) vote is required to pass a motion. This is two-thirds (2/3) vote of the delegates present.
17. These convention standing rules shall be adopted, suspended or rescinded by a two-thirds (2/3) vote of the delegates present.
18. *Robert's Rules of Order Newly Revised* and the Indiana State Council By-laws shall be the parliamentary authority of this convention.
19. Only the Hostess chapter, PIP's and the Indiana State Council may have moneymaking projects at State Convention.