



**KENTUCKY STATE COUNCIL
EPSILON SIGMA ALPHA INTERNATIONAL
BYLAWS**

ARTICLE I NAME

Section 1: The name of this organization shall be the Kentucky State Council of Epsilon Sigma Alpha.

ARTICLE II PURPOSE

Section 1: Under the guidance of the State Executive Board, the Council shall have as its purpose:

To become better acquainted with members through the state meetings.

To promote closer relations and fuller cooperation between local chapters, state officers, Southeastern Regional Council, International Council and ESA Headquarters.

To assist one another in all problems and promote a common purpose within the organization.

To establish interest in Epsilon Sigma Alpha and establish new chapters throughout the state.

ARTICLE III MEMBERSHIP AND DUES

Section 1: The following chapters shall be charter members:

- Alpha Alpha #173, Louisville, KY
- Alpha Gamma #1681, Louisville, KY
- Alpha Kappa #1841, Lexington, KY
- Alpha Theta #662, Bowling Green, KY
- Alpha Epsilon #1565, Paducah, KY
- Alpha Xi #1804, Mt. Sterling, KY
- Alpha Delta #1138, Hopkinsville, KY
- Alpha Zeta #1814, Frankfort, KY

Section 2: All Epsilon Sigma Alpha Chapters in Kentucky are members of the Kentucky State Council.

Section 3: To be a member in good standing with the Kentucky State Council, chapters must pay annual dues no later than December 31.

Section 4: Only chapters in good standing with the Kentucky State Council and International Council shall be eligible to enter contests, propose amendments to the Kentucky State Council Bylaws, submit bids for state convention, or nominate candidates for state office.

Section 5: A new chartered chapter shall pay prorated dues to the end of the fiscal year (convention to convention) anytime during the first six (6) months, following charter, to be in good standing with the Kentucky State Council.

Section 6: Honorary membership may be conferred at the discretion of the Kentucky State Council Executive Board with approval of a majority of its officers and ESA Headquarters. This honor is to be bestowed upon persons who have proven worthy of major association with and assistance to the Kentucky State Council

ARTICLE IV OFFICERS

Section 1: The elected officers shall be a President, a Vice President, a Recording Secretary, a Treasurer and a Parliamentarian. These officers shall perform the duties prescribed by these bylaws and by the recommended parliamentary authority adopted by the Kentucky State Council.

Section 2: Officers appointed by the President are: Corresponding Secretary, Educational Chair, Philanthropic Chair, Awards Chair, Chaplain, Editor, ESA for St. Jude Coordinator, Workshop Coordinator, ESA Foundation Coordinator, Easter Seals Chair, and Membership Chair. An Association of the Arts Chair shall be appointed at the discretion of the President.

Section 3: The elected officers, Corresponding Secretary, Jr. Past President, and all Past Presidents of the Kentucky State Council shall constitute the State Council Executive Board, and together with the appointed board and all chapter presidents shall constitute the State General Board.

ARTICLE V QUALIFICATIONS OF ELECTED OFFICERS

Section 1: A candidate for President or Vice-President must be in good standing with ESA Headquarters and have held the office of Chapter and/or city council President. She/he must have been an active member of ESA for at least two (2) years immediately preceding her/his nomination and must have attended at least two (2) previous Kentucky State Council conventions; must indicate in writing her/his willingness to accept the office if elected; must be a member of a chapter in good standing with the International Council and the Kentucky State Council and have the sponsorship of her/his own chapter and/or city council.

Section 2: **A candidate for Recording Secretary, Treasurer, or Parliamentarian** must be in good standing with ESA Headquarters. She/he must have been an active member of ESA for at least **one (1) year** immediately preceding her nomination; must indicate in writing her/his willingness to accept the office if elected; must be a member of a chapter in good standing with the International Council and the Kentucky State Council and have the sponsorship of her/his own chapter and/or city council

Section 3: The Vice President, known as President-Elect, shall automatically succeed to the office of President. She/he must have served at least two (2) years as an elected officer on the Kentucky State Council.

Section 4: The Recording Secretary must be able to take accurate notes and type. She/he shall maintain a history of the Kentucky State Council activities.

Section 5: The Corresponding Secretary shall be designated by the President as her/his running mate.

Section 6: The Treasurer must have a basic knowledge of bookkeeping.

Section 7: The Parliamentarian shall advise the President, other officers, committees and members on matters of parliamentary procedure. She/he shall request amendments be submitted in accordance with Article XVIII. She/he shall prepare proposed amendments to the bylaws, if any, for approval from the Executive Board. She/he shall send a copy to the Editor for inclusion in the convention issue of *The Kentucky Lamplighter*. She/he shall prepare a copy of the revised bylaws and send them to the President within thirty (30) days after convention for printing in the yearbook which is distributed to all members of the Kentucky State Council General Board. She/he shall keep a permanent file of all bylaws and changed to be given to each succeeding Parliamentarian.

Section 8: The Jr. Past President shall serve as Disaster Fund Chairman and promote same throughout the state. She/he shall forward all monies collected to the International Council Disaster Fund Chairman.

ARTICLE VI ELECTION OF OFFICERS

Section 1: Officers shall be elected by ballot vote, and/or by general consent, in the event there is a single candidate for each office, at the annual state convention. Officers shall serve for one year or until their successors are elected. Their term of office shall begin at the close of the annual meeting at which they are elected. No officer may serve more than one elected office at a time.

Section 2: Nominations shall be submitted to the Chairman of the Nominating Committee postmarked no later than January 1; additional nominations shall be permitted from the floor for all officers with the exception of President and Corresponding Secretary. Persons to be nominated from the floor must submit their qualifications to the Chairman of the Nominating Committee at least thirty (30) days prior to the annual Kentucky State Convention. Candidates so nominated must conform to the provisions of ARTICLE V. Nominations for each office shall not exceed three (3).

Section 3: A candidate must be present at the Annual State Convention, unless her/his absence is excused by the Nominating Committee. Candidates to be nominated from the floor shall not participate in the Candidates' Fair. Following nominations from the floor at the First General Assembly, the Vice President will present the nominee(s) qualifications.

Section 4: Elections shall be determined by a plurality of the delegates casting votes.

Section 5: The President shall appoint a chief teller and two (2) assistant tellers to count the ballots and to report the vote. The teller's report shall be entered in the minutes, becoming part of the official records of the Kentucky State Council. The ballots shall be filed for a period of ninety (90) days with the Recording Secretary.

Section 6: Installation of officers shall be held at the Annual state Convention at a time decided on by the President and local Convention Chairman with the approval of the President-elect.

Section 7: In the event the Annual State Convention cannot be held due to a nationwide crisis, the election of officers may be handled by mail or electronic means in accordance with instruction from the Executive Board of the Kentucky State Council. During such an emergency, a representative group may convene to transact business and declare the officers duly elected who have been previously elected by mail or electronic means.

Section 8: Vacancy for the office of the President shall automatically be filled by the Vice President. Should the Vice President vacate her/his office to fill the office of President, then the Junior Past President shall assume the office of the Vice President. The President may appoint a successor to fill the unexpired terms of any other vacancies on the executive board.

ARTICLE VII DUTIES OF ELECTED OFFICERS

Section 1: The President shall have general supervision over the business and activities of the Kentucky State Council. She/he shall be a member ex-officio of all committees except the Nominating Committee. She/he shall appoint officers, standing committees and any special chairmen and/or committees deemed necessary to organize and functioning body. The President shall keep in close contact with the State Council Board, all chapters, and keep the state membership informed as to official communications from the International Council (IC) and the Southeastern Regional Council (SERC). The President and Vice President will share the responsible of securing bids for Fall Board & State Convention and providing ballots at the Annual State Convention, if needed, for the selection of the convention and fall board sites.

Section 2: The Vice President, by virtue of her/his office shall be known as the President-Elect. She/he shall assume the duties of the President in the latter's absence. She/he shall be chairman of the Nominating Committee. As Nominating Chairman, the Vice President shall forward letters and nomination forms to all chapter presidents requesting nomination of qualified members for Kentucky State Council offices. A nomination form and letter of acceptance must be postmarked no later than January 20. She/he shall submit to each chapter thirty (30) days prior to state convention the names and qualifications of candidates to appear on the official ballot and to be published in the convention issue of *The Kentucky Lamplighter*. She/he shall provide ballots for distribution by the Credentials Committee. The President and Vice President will share the responsible of securing bids for Fall Board & State Convention and providing ballots at the Annual State Convention, if needed, for the selection of the convention and fall board sites.

Section 3: The Recording Secretary shall keep, in permanent form accurate records of all meetings of the Kentucky State Council and its Executive Board. She/he shall record and mail copies of minutes to President and the minutes' approval committee within thirty (30) days after each meeting. The Committee shall read and approve the minutes within two (2) weeks following the receipt of the minutes from the Recording Secretary. Following the approval of same, Executive Board Minutes shall

be distributed to the Executive Board, and General Meeting minutes shall be distributed to the Executive Board and Chapter Presidents. The Recording Secretary shall record the history of the Kentucky State Council, including all noteworthy accomplishments of the council, its growth and development. She/He shall be responsible for the Outstanding Member and Outstanding Pledge Presentation.

Section 4: The Treasurer shall handle the monies of the Kentucky State Council and shall pay out money as approved in the adopted budget. Amounts in excess of the budget must have the approval of the Executive Board prior to payment. She/he shall render semi-annual financial statements at the state convention and fall board meeting to the membership present. She/he shall notify the treasurer of each chapter no later than November 1 if dues have not been paid. She/he shall issue credential cards for all chapters to the credentials committee whose dues are paid. She/he shall notify the Vice President no later than January 15 which chapters have not paid their dues. The Treasurer shall notify all that the Treasurer's books will be closed prior to state convention. The Treasurer shall set the date when all bills must be in. She/he shall send a notice to the chapter Presidents when dues are received.

Section 5: The Parliamentarian shall advise the President, other officers, committees and members on matters of parliamentary procedure. She/he shall request proposed amendments be submitted in accordance with Article XVIII. She/he shall prepare proposed amendments to the Bylaws, if any, for approval from the Executive Board. She/he shall send a copy to the editor for inclusion in the convention issue of *The Kentucky Lamplighter*. She/he shall prepare a copy of the revised bylaws and send them to the President within thirty (30) days after convention for printing in the yearbook, which is distributed to all members of the Kentucky State Council General Board. She/he shall keep a permanent file of all bylaws and changes to be given to each succeeding Parliamentarian.

Section 6: The Jr. Past President shall serve as Disaster Fund Chairman and promote same throughout the state. She/he shall forward all monies collected to the IC Disaster Fund Chairman. She/He will also be responsible for the flag ceremony at the annual State Convention.

ARTICLE VIII APPOINTED OFFICERS AND COMMITTEES

Section 1: There shall be the following appointed officers: Corresponding Secretary, Educational Chair, Philanthropic Chair, Awards Chair, Chaplain, Editor, ESA for St. Jude Director, Workshop Coordinator, ESA Foundation Coordinator, Easter Seals Chair, and Membership Chair. An Association of the Arts Chair shall be appointed at the discretion of the President.

- A. The Corresponding Secretary shall assist the President with all correspondence of the Kentucky State Council; prepare the Kentucky State Council Yearbook under the direction of the President. It shall be the duty of the Corresponding Secretary to contact the members of the Executive Board concerning their wishes for a gift for the Kentucky State Council President. She/he shall notify all board members of the date and time for all Executive Board meetings.

- B. The Education Chair shall encourage educational programs among the chapter. The Chair shall encourage chapters to submit educational forms by the 10th of the month following their chapter meeting to be eligible for the Gold Link Award. She/he inform the Awards Chairman the chapters who submitted at least six (6) Educational Reports by the 10th of the month for issuance of Gold Link Awards.
- C. The Philanthropic Chair shall supervise any state project undertaken. She/he shall request reporting forms from chapters on philanthropic hours and monies for State award submission by March 1. She/he shall record and tabulate these forms upon their receipt to determine the outstanding entries by chapter in each division (hours and monies in Division I and II). She/he shall send results to the Awards Chairman for issuance of awards certificates.
- D. The Awards Chair shall provide up-to-date rules for all contests to chapter presidents at the Fall Board Meeting, not to be in conflict with IC award duties. The Chair shall be in direct supervision of the following state contests:
 1. Individual Member Award
 2. Outstanding Chapter Awards (Division I & II)
 3. Distinguished Achievement Award
 4. Outstanding Youth Awards (Junior & Senior)
 5. Hattie Page Circle of Life
 6. Marie Shellman Disaster Fund Memorial

The Chair will determine winners of all said contests above based on the Award rules. She/he shall secure tabulation report from the Philanthropic Chair prior to state convention, as well as all Gold Link Award winners from the Educational Chair. She/he shall order awards for contest as needed if budgeted.

- E. The Chaplain shall offer condolences to the family of any deceased members and send cards of cheer to members who are hospitalized or suffering long and serious illnesses. She/he shall conduct the worship and/or memorial service at the State Convention and give the invocation.
- F. The Editor shall edit and publish *The Kentucky Lamplighter* three (3) times annually to each subscribing member. The rate shall be recommended by the Editor prior to the annual State Convention with the increase to be voted on by the members at the annual State Convention. She/he shall solicit subscriptions from each chapter payable by August. She/he forward to the incoming Editor any and all monies remaining from the profits of *The Kentucky Lamplighter*.
- G. The ESA for St. Jude Director shall encourage chapters to participate in St. Jude projects. She/he shall instruct chapters on filling out booked & completed event forms. She/he will give a presentation at State Convention on total dollars donated for the year.
- H. The Workshop Coordinator shall coordinate workshops as directed by the President at State Convention and/or Fall Board. She/he shall submit ideas to the President for consideration.

- I. The ESA Foundation Coordinator shall be an active member of the ESA Foundation. She/he shall encourage participation in supporting the Foundation. The Coordinator shall submit information about scholarships to high schools throughout the state.
- J. The Easter Seals Chair shall encourage participate in the Easter Seals projects in Kentucky. She/he shall report through *The Kentucky Lamplighter* and at the annual state convention on donations made.
- K. The Membership Chair will share new membership ideas from IC and provide support to the chapters. The chair shall be responsible for the Outstanding Member and Outstanding Pledge/First Year Member presentation at the annual State Convention.

Section 2: There shall be the following standing committees: Credentials, Nominating and Finance with the following duties:

- A. The Credentials Committee shall be responsible for the clearing of all credentials of delegates and/or alternates based upon the report of the State Council Treasurer and will issue ballots to the voting delegates. Credentials Chair shall take ballot box to the First General Assembly at the Kentucky State Convention.
- B. The Nominating Committee shall consist of the Vice President as chair and two (2) members. The Nominating Committee shall be responsible for the presentation of the slate of one (1) to three (3) members for each office of the Kentucky State Council, except that of President and Corresponding Secretary. In the event this committee received more than three (3) names for a particular office, it shall be their privilege to place such nomination on the ballot for offices according to their qualifications and the member's consent.
- C. The Kentucky State Council Treasurer shall serve as Chair of the Finance Committee. The Finance Committee shall be responsible for providing ways and means for increasing the Kentucky State Council Treasury with the approval of the President and Treasurer.

ARTICLE IX MEETINGS

Section 1: The Kentucky State Council convention shall be held annually in the spring for the purpose of electing officers, receiving reports of officers and committees and for any other business that may arise, and shall promote good will and fellowship.

Section 2: The Kentucky State Council Board Meeting shall be held once a year in the fall.

Section 3: The convention site for the following year shall be selected by ballot at the State Convention. In the event of only one convention bid, voting may be by general consent. The time, place and registration fee for the annual convention shall be determined by the hostess chapter/city council with the approval of the Executive Board.

Section 4: The hostess chapter for a board meeting may set a registration fee to cover dinner and decorations with the approval of the Executive Board. If a profit is made from registration fees, it will be divided evenly between the chapter(s) and the Kentucky State Council treasury.

Section 5: Special meeting may be called at the discretion of the President. A joint meeting of incoming and outgoing officers of the board shall be held prior to the last General Assembly of the convention.

ARTICLE X REPRESENTATION AND VOTING

Section 1: The voting power of the organization shall consist of qualified delegates present at the Kentucky State Council meetings.

Section 2: Chapters in good standing with the Kentucky State Council and the International Council are entitled to one (1) vote for every ten (10) members or fraction thereof. The President or her designee of a chapter automatically becomes a delegate of her chapter.

Section 3: The official ballot shall be provided to the voting delegates by the Credentials Committee.

Section 4: Election of officers and convention site shall be by ballot.

Section 5: No proxy voting shall be permitted. In the event no representative from a chapter is present at convention, the chapter forfeits their vote.

Section 6: Non-voting delegates present at all council meeting may make motions and enter discussion.

ARTICLE XI THE EXECUTIVE BOARD

Section 1: The elected officers of the Kentucky State Council, the Corresponding Secretary and the President of the Past Presidents' Auxiliary, shall constitute the Kentucky State Council Executive Board. Other members of the Past Presidents' Auxiliary (PPA) shall serve in an honorary advisory capacity. The PPA will have one vote on the Board, being cast by the President of the PPA or her/his alternate.

Section 2: A quorum of the Kentucky State Council Board shall consist of five (5) members to constitute effective action.

Section 3: The Executive Board shall have the power to transact business of the Kentucky State Council between meetings and perform such other duties as are specified in these bylaws. Its acts shall not conflict with any action taken by the Kentucky State Council

Section 4: The Executive Board may hold meetings in conjunction with the Annual State Convention and/or Fall Board Meetings if deemed necessary by the President or any member of the Executive Board.

Section 5: Each officer shall render a written report of her activities for the year. This report shall be published and made available to the membership at the Annual State Convention.

Section 6: Each officer shall prepare a permanent file which shall be transferred to her successor on the last day of the Annual State Convention except the Recording Secretary, Treasurer and Parliamentarian, who transfer their records within sixty (60) days after convention.

Section 7: The Executive Board shall supervise the affairs of the State Council in accordance with these bylaws and the wishes of the membership.

Section 8: Each elected and appointed officer shall send a copy of all official correspondence to the President in order to keep her informed of all State Council business.

ARTICLE XII THE GENERAL BOARD

Section 1: The Kentucky State Council General Board shall be composed of the Kentucky State Council Executive Board, the appointed officers, committee chairs, committee members and Presidents of Kentucky ESA chapters. One representative of the Kentucky State Council Past Presidents' Auxiliary shall have one vote. All IC officers, SERC officers and past Kentucky State Council Presidents are ex-officio members of the Kentucky State Council General Board.

Section 2: A general board meeting may be held prior to the annual State Convention and/or Fall Board meeting.

Section 3: A general board meeting of the new and retiring board members shall be held for the purpose of receiving information from the President and other officers, exchanging files, and for any other business that may arise. The time and place for said meeting shall be determined by the newly elected President and local convention chair.

Section 4: Each appointed officer shall submit a written annual report of her/his activities for the year. This report shall be published and made available to the membership at the Annual State Convention.

Section 5: Each appointed officer shall prepare a permanent file which shall be transferred to her/his successor at the post-convention General Board Meeting.

ARTICLE XIII FINANCES

Section 1: The State Council shall pay the President's registration fee, cost of her/his room for one night and half (1/2) transportation cost for Fall Board Meeting. If additional ESA members share the President's room, cost will be divided accordingly.

Section 2: The President, or her alternate, shall be a delegate attending the International Convention. Full registration fee and transportation fee shall be paid. Her/his share of the room, not to exceed seventy-five (\$75.00) per night for a maximum of five (5) nights shall be paid. Meal allowance shall not exceed fifty-five (55.00) total to be reimbursed by the State Council for her attendance at the International Convention. The transportation for the Kentucky State President, or her/his alternate, is to be figured from point of departure conterminous US, on air travel coach fare when possible and/or her/his share of one-half (1/2) current IRS rate per mile if driving.

Section 3: The President, or her/his alternate, shall be a delegate attending the Southeastern Regional Conference. Full registration fee and transportation fee shall be paid. Her/his share of the room for a maximum of two (2) nights shall be paid. Meal allowance shall not exceed thirty dollars (\$30.00) total to be reimbursed by the Kentucky State Council for her/his attendance at the SERC Conference. The transportation for the Kentucky State President, or her/his alternate, is to be figured from point of departure conterminous US, on air travel coach fare when possible and/or her/his share of one-half (½) current IRS rate per mile if driving.

Section 4. The President-elect's registration fee and transportation fee shall be paid in full for attending ESA State President's Leadership Seminar, by submitting an expense voucher to the State Treasurer prior to the seminar. In the event that the cost of the room is not covered by the registration fee for the President's Leadership Seminar, the State Treasury shall provide at least the cost of a double room for the President-elect. If the cost of a room is not covered by the registration fee for the President's Leadership Conference, the Kentucky State Treasurer shall pay one-half (½) the cost of a double room. In the event the President-elect will be serving her second consecutive term as President, registration only (which includes ½ the cost of a double room) to the ESA State President's Leadership Conference shall be paid by the State Treasurer. President-elect shall be responsible for her own transportation cost.

Section 5: State Treasury funds shall be used to cover postage, printing supplies, paper, courtesy fund, full crown pin or equivalent for outgoing president, convention and other items approved by the Executive Board.

Section 6: The State Council shall pay for the Headquarters Representative, IC Representative, SERC Representative and State President/s registration at state convention.

Section 7: In the event a Headquarters Representative attend State Convention, the Headquarters Representative's room shall be the responsibility of the State Council Treasury.

Section 8: Statements of expenditures incurred on behalf of the Kentucky State Council Officers, which exceed the budgeted amount, shall be presented to the Executive Board for approval.

Section 9: The State Council shall pay any expenses incurred in publishing *The Kentucky Lamplighter* not covered by subscription monies.

ARTICLE XIV STATE CONVENTION

Section 1: The hostess chapter(s) shall retain fifty percent (50%) of the profit above convention expenses and the remaining fifty (50%) shall go into the State Treasury.

Section 2: Any convention expenses not covered by the registration fees shall be paid with State Treasury funds unless it would deplete the treasury, in which case it shall be divided equally among the member chapters.

Section 3: The local convention treasurer shall prepare a financial statement of convention

expenses. She/he shall forward copies of the report to the past and current presidents,

past and current local Convention Chairman and State Treasurer and it shall be printed in the fall issue of *The Kentucky Lamplighter*.

Section 4: The Local Convention Chairman shall consult with the President on the program outline of convention.

Section 5: Written bids for the convention shall be submitted to the Vice President thirty (30) days prior to the current year's convention.

Section 6: Convention bids shall be voted on by the voting delegates at the General Assembly. The voting shall be by ballot in the event two (2) or more bids are received.

Section 7: The Kentucky State Council Treasurer shall pay the hostess chapter(s) the amount of Convention registration fee for the State President, IC Representative and SERC Representative, if it does not deplete the treasury. As soon as the hostess chapter(s) sets the registration fee, the treasurer shall be notified of the amount. If a Headquarters Representative will be in attendance this fee shall also be sent.

Section 8: The outgoing President shall be installed into the Kentucky State Presidents' Auxiliary during the last General Assembly at the Annual State Convention.

ARTICLE XV STATE NEWSPAPER

Section 1: The name of the State paper shall be *The Kentucky Lamplighter*.

Section 2: *The Kentucky Lamplighter* shall be published three (3) times a year.

Section 3: Subscription rate shall be recommended by the Editor prior to the annual State Convention. Subscriptions shall be payable to the Editor by August 1.

ARTICLE XVI FISCAL YEAR

Section 1: The fiscal year of the State Council shall begin on the last day of the convention and end at the convention the following year.

ARTICLE XVII PARLIAMENTARY AUTHORITY

Section 1: The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Kentucky State Council in all cases to which they are applicable and in which they are not inconsistent with these bylaws and standing rules of the council.

ARTICLE XVIII AMENDMENTS OF BYLAWS

Section 1: These bylaws may be amended at the annual State Convention by a two-thirds (2/3) vote of the voting delegates present and voting. Proposed amendments must be submitted to the Kentucky State Council Parliamentarian postmarked no later than January 15. Proposed amendments must be approved by the Executive Board. After approval by the Executive Board, proposed bylaw changes shall be sent to each chapter thirty (30) days prior to the Kentucky State Convention and to the Editor of *The Kentucky Lamplighter* for inclusion in the spring issue.

Section 2: Each amendment must be consistent with those of the International Council's constitution and bylaws.

Bylaws were amended: 10/1984; 3/1985; 3/1986; 4/1989; 4/1992; 4/1998; 4/2002; 5/2008; 5/2010; 4/2013; 4/2015; 4/2017; 4/2019

**KENTUCKY STATE COUNCIL
EPSILON SIGMA ALPHA INTERNATIONAL
STANDING RULES**

1. The State Council shall make an annual donation in the amount of twenty-five dollars (\$25.00) to the Disaster Fund.
2. The State Council shall present a full crown pin or gift of equal value to the outgoing president at the convention. This shall be the responsibility of the Treasurer.
3. In the event of the death of a Kentucky ESA member, a tribute not to exceed twenty-five dollars (\$25.00) shall be made to the Kentucky State Council Scholarship Fund. The local chapter shall notify the Kentucky State Council Treasurer the name of the deceased name.
4. The President-elect shall be in charge of the annual leadership seminar to be held at the convention.
5. All campaigning for state office shall be limited to Friday at convention.
6. The hostess chapter(s) for the Annual State Convention shall pay the following expenses out of convention funds: Suite or room for the state President and one (1) room for the IC and SERC Representatives.
7. It is suggested that chapters inviting the State President to attend their functions, furnish mileage and lodging.
8. The Kentucky State Past Presidents' Auxiliary, St. Jude, ESA Foundation, SERC, Kentucky State Council Endowment Scholarship Fund and Easter Seals shall be the only money making projects at any meeting, unless approved by the Executive Board.
9. Annual dues of \$25.00 per chapter plus \$15.00 per member shall be due and payable into the Kentucky State Treasury on May 1.
10. Annual Collegiate Member dues are \$10.00 per chapter plus \$4.50 per collegiate member and shall be due and payable into the Kentucky state Treasury by October 15, based on October 1 Headquarters membership count.
11. The Treasurer shall keep the last ten years of financial records.
12. At International Council and Southeastern Regional Council conventions, the members in attendance will caucus and decide how to cast Kentucky State Council votes.

These Standing Rules may be amended at any meeting of the Kentucky State Council by a majority vote delegates present.

Amended: 10/2004; 5/2008; 9/2009; 4/2015; 4/2017