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Form **990-EZ****Short Form
Return of Organization Exempt From Income Tax**

OMB No 1545-1150

2013

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter Social Security numbers on this form as it may be made public. By law, the IRS generally cannot redact the information on the form.

**Open to Public
Inspection**Department of the Treasury
Internal Revenue ServiceInformation about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2013 calendar year, or tax year beginning JUL 01 , 2013, and ending JUN 30 , 2014	
B Check if applicable: ☐ Address change ☐ Name change ☐ Initial return ☐ Terminated ☐ Amended return ☐ Application pending	C Name of organization LAMBDA DELTA PHI CORPORATION Number and street (or P O box, if mail is not delivered to street address) Room/suite 2221 UNIVERSITY AVE SE - SUITE 111 City or town, state or country, and ZIP + 4 MINNEAPOLIS MN 55414
D Employer identification number 41-6081729	E Telephone number 612-624-5015
F Group Exemption Number	
G Accounting Method ☐ Cash ☒ Accrual Other (specify) _____	H Check ☒ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)
I Website: _____	
J Tax-exempt status (check only one) - ☐ 501(c)(3) ☒ 501(c)(7) (insert no) ☐ 4947(a)(1) or ☐ 527	
K Form of organization ☒ Corporation ☐ Trust ☐ Association ☐ Other _____	

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, line 25, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ **\$ 61,882.**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	1,660.
	2	Program service revenue including government fees and contracts	2	56,655.
	3	Membership dues and assessments	3	3,555.
	4	Investment income	4	12.
	5a	Gross amount from sale of assets other than inventory	5a	
	5b	Less cost or other basis and sales expenses	5b	
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	
	6	Gaming and fundraising events	6	
	6a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
6b	Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceed \$15,000)	6b		
6c	Less direct expenses from gaming and fundraising events	6c		
6d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d		
7a	Gross sales of inventory, less returns and allowances	7a		
7b	Less cost of goods sold	7b		
7c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c		
8	Other revenue (describe in Schedule O)	8		
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	61,882.	
Expenses	10	Grants and similar amounts paid (list in Schedule O)	10	
	11	Benefits paid to or for members	11	2,353.
	12	Salaries, other compensation, and employee benefits	12	
	13	Professional fees and other payments to independent contractors	13	718.
	14	Occupancy, rent, utilities, and maintenance	14	19,758.
	15	Printing, publications, postage, and shipping	15	6,634.
	16	Other expenses (describe in Schedule O)	16	22,323.
17	Total expenses. Add lines 10 through 16	17	51,786.	
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	10,096.
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	319,186.
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	
	21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	329,282.

For Paperwork Reduction Act Notice, see the separate instructions.

Form **990-EZ** (2013)

BCA

45 15

Part II Balance Sheets. (see the instructions for Part II.)Check if the organization used Schedule O to respond to any question in this Part II ☒

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	96,289.	22 109,055.
23 Land and buildings	221,303.	23 226,684.
24 Other assets (describe in Schedule O)	2,979.	24 2,378.
25 Total assets	320,571.	25 338,117.
26 Total liabilities (describe in Schedule O)	1,385.	26 8,835.
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	319,186.	27 329,282.

Part III Statement of Program Service Accomplishments (see the instructions for Part III.)Check if the organization used Schedule O to respond to any question in this Part III ☐

What is the organization's primary exempt purpose? PROVIDE COLLEGIATE SOR HSG
 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title

Expenses
 (Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts, optional for others)

28 PROVIDING FURNISHED COLLEGE STUDENT HOUSING FOR LAMBDA DELTA PHI SORORITY AT THE U OF MN	
(Grants \$) If this amount includes foreign grants, check here ☐	28a
29	
(Grants \$) If this amount includes foreign grants, check here ☐	29a
30	
(Grants \$) If this amount includes foreign grants, check here ☐	30a
31 Other program services (describe in Schedule O)	
(Grants \$) If this amount includes foreign grants, check here ☐	31a
32 Total program service expenses (add lines 28a through 31a)	32

Part IV List of Officers, Directors, Trustees, and Key Employees. (list each one even if not compensated - see the instructions for Part IV)Check if the organization used Schedule O to respond to any question in this Part IV ☐

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (For W-2/1099-MISC) (If not paid, enter 0-)	(d) Health benefits contributions to employee benefit plans & deferred comp	(e) Estimated amount of other compensation
HEIDI BAKER				
PRESIDENT	1	0		
JENNIFER WAGNER-LAHR				
VICE-PRES	1	0		
MEGAN KADUCE				
TREASURER	2	0		
NIKKI DEYLE				
ALUMNI ADVISOR	1	0		
SANDY DUCHARME				
PROP MGR/ACTIVE ADV	11	0		
PAM DRESSEN				
SECRETARY	1	0		
LIBBY TATE				
ALUM ADV	1	0		
MARY BUSCHETTE				
ALUM ADV	1	0		

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V ☐

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		X
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	X	
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
37a Enter amount of political expenditures, direct or indirect, as described in the instructions 37a 0		
b Did the organization file Form 1120-POL for this year?		
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		X
b If "Yes," complete Schedule L, Part II and enter the total amount involved 38b		
39 Section 501(c)(7) organizations Enter		
a Initiation fees and capital contributions included on line 9 39a 1,050.		
b Gross receipts, included on line 9, for public use of club facilities 39b 0		
40a Section 501(c)(3) organizations Enter amount of tax imposed on the organization during the year under: section 4911 ☐ , section 4912 ☐ , section 4955 ☐		
b Section 501(c)(3) and 501(c)(4) organizations Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		
c Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ☐		
d Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax on line 40c reimbursed by the organization ☐		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		X
41 List the states with which a copy of this return is filed ☐ <u>None</u>		
42a The organizations books are in care of <u>MEGAN KADUCE</u> Telephone no <u>507-995-9899</u> Located at <u>41063 COUNTY ROAD 20 MN SAINT PETER</u> ZIP + 4 <u>56082-</u>		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	Yes	No
If "Yes," enter the name of the foreign country. ☐		X
See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		
c At any time during the calendar year, did the organization maintain an office outside of the U S ? If "Yes," enter the name of the foreign country. ☐		X
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here ☐ and enter the amount of tax-exempt interest received or accrued during the tax year ☐ 43		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
c Did the organization receive any payments for indoor tanning services during the year?		X
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
45b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)		X

- 46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

46

Yes	No
	X

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI ☐

- 47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

Yes	No

- 48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

48

- 49a Did the organization make any transfers to an exempt non-charitable related organization?

49a

- b If "Yes," was the related organization a section 527 organization?

49b

- 50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

- f Total number of other employees paid over \$100,000

- 51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

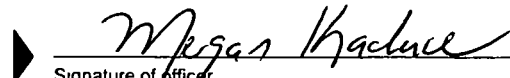
- d Total number of other independent contractors each receiving over \$100,000

- 52 Did the organization complete Schedule A? **Note.** All section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A

☐ Yes ☒ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here



Signature of officer

MEGAN KADUCE

TREASURER

Type or print name and title

Date

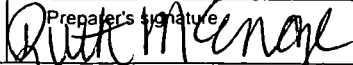
12.1.2014

Paid Preparer Use Only

Print/Type preparer's name

RUTH M ENGE

Preparer's signature



Date

11/21/2014

Check ☐ if self-employed

PTIN

P01496095

Firm's name ▶ FRATERNITY PURCHASING ASSOCIATION

Firm's EIN ▶ 41-0265424

Firm's address ▶ 2221 UNIVERSITY AVE SE SUITE 111
MINNEAPOLIS MN 55414-

Phone no 612-624-5015

May the IRS discuss this return with the preparer shown above? See instructions

☒ Yes ☐ No

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No 1545-0047

2013

**Open to Public
Inspection**

Name of the organization

LAMBDA DELTA PHI CORPORATION

Employer identification number

41-6081729

PART I - LINE 16 - OTHER EXPENSE

MISCELLANEOUS 636.00

DEPRECIATION 14,709.00

INSURANCE 6,978.00 TOTAL 22,323.00

PART II - LINE 24 - OTHER ASSETS

PREPAID EXPENSE 2,378.00

PART II - LINE 26 - TOTOAL LIABILITIES

ACCOUNTS PAYABLE 1,385.00

DEFERRED INCOME 7,450.00

TOTAL 8,835.00

LAMBDA DELTA PHI CORPORATION
Schedule of Depreciation
FYE 6/30/14

EI# 41-6081729

DATE	ITEM	LIFE/METHOD	COST	PRIOR DEPREC.	CURRENT DEPREC.	ACCUM. DEPREC.
Sum. '78	Land		31,900 00	0 00	0 00	0 00
Sum '78	Building	45/SL	90,750 00	70,585 35	2,016 77	72,602.12
Sum '78	Building	34/SL	4,925 75	3,477 12	144 88	3,622.00
Jan-87	BackDoor	12/MACRS	985.44	985.44	0 00	985 44
Oct-87	Kitchen Remodeling	40/MACRS	23,515 00	15,137 91	587 88	15,725 79
Oct-87	Front Door/Porch/Columns	40/MACRS	4,785.00	3,080.47	119 63	3,200 10
Feb-90	Study Room	40/MACRS	4,940 00	2,891 96	123 50	3,015.46
Sep-90	Bed	12/MACRS	365 94	365 94	0 00	365.94
May-91	Bathroom Remodeling	40/MACRS	8,541 82	4,733.48	213 54	4,947.02
Sep-91	Beds	12/MACRS	1,447 30	1,447 30	0.00	1,447.30
Sep-92	Roofing/Chimney Work	12/MACRS	11,592 50	11,592 50	0.00	11,592 50
Dec-92	Bathroom Remodeling	40/MACRS	23,854 41	12,275.08	596.36	12,871.44
Nov-96	Study Room Computer Shel	12/MACRS	780 00	780.00	0 00	780.00
Jan-97	Exterior Lights	12/MACRS	525.00	525 00	0 00	525.00
Jul-97	Security Lights	12/MACRS	700 00	700 00	0.00	700 00
Jul-97	Patio/Sidewalk	40/MACRS	3,390 00	1,356 00	84 75	1,440 75
Jul-97	Carpeting	12/MACRS	2,982.00	2,982 00	0 00	2,982.00
Sep-97	Closets/Bathroom	12/MACRS	2,824.24	2,824 24	0 00	2,824 24
Dec-98	Windows	20/MACRS	12,651.00	9,171.98	632 55	9,804.53
Sep-99	Retaining Wall	20/MACRS	4,800 00	3,360 00	240 00	3,600 00
Oct-99	Refinish Stairs	12/MACRS	1,117 46	1,117 46	0 00	1,117 46
Jan-00	Carpeting - Study Room	12/MACRS	1,232 00	1,232 00	0 00	1,232.00
Jan-00	Study Room Furniture	12/MACRS	2,356 69	2,356 69	0 00	2,356 69
Jan-01	Water Heater	12/MACRS	2,400.00	2,400.00	0.00	2,400 00
Feb-01	Carpet/Tile-Entry/Dining	12/MACRS	1,966 00	1,996 00	30 00	1,966.00
May-01	Dressers (5)	12/MACRS	2,565 00	2,565 00	0 00	2,565 00
Aug-01	Bedroom Floors Re-done	12/MACRS	1,800 00	1,725 00	75.00	1,800.00
Nov-01	Mattresses	7/MACRS	1,400 00	1,400.00	0 00	1,400.00
Jun-02	Ethernet System	5/MACRS	2,654 00	2,654 00	0.00	2,654 00
May-03	Stove Hood	12/MACRS	149 75	131 04	12.48	143.52
May-03	Fire Escape	12/MACRS	4,916 23	4,301 74	409 69	4,711 43
Jun-03	Kitchen Floor	12/MACRS	1,840.00	1,610.07	153 34	1,763 41
Jun-03	Lambda Delta Phi Sign	12/MACRS	6,224 00	5,446.03	518 67	5,964 70
Aug-03	HVAC	25/MACRS	41,566 00	16,487.85	1,662 64	18,150.49
Sep-03	Hse Imp -Basement Remod	40/MACRS	32,595.77	8,013.09	814 89	8,827.98
Sep-04	Computer Room-Ceiling	27 1/2/MACRS	1,525.00	487 50	55 45	542 95
May-05	Refrigerator	12/MACRS	777 40	550 63	64.78	615.41
Jan-06	Sign	12/MACRS	1,155 00	721.88	96 25	818 13
Jan-06	Fire Alarm System	12/MACRS	1,002 70	626 70	83 56	710 26
Oct-06	Lower Level Bathroom	40/MACRS	10,350.00	1,746.56	258.75	2,005 31
Mar-07	Oven	12/MACRS	1,047 90	567 64	87 33	654 97
Apr-07	Refrigerator	12/MACRS	685 49	371 28	57 12	428 40
Apr-07	Phone System	12/MACRS	2,060 71	1,116 24	171 73	1,287 97
Jun-07	Vinyl Flooring-D/S Bath	12/MACRS	1,595 00	863.98	132 92	996 90

LAMBDA DELTA PHI CORPORATION
Schedule of Depreciation
FYE 6/30/14

EI# 41-6081729

DATE	ITEM	LIFE/METHOD	COST	PRIOR DEPREC.	CURRENT DEPREC.	ACCUM. DEPREC.
Jul-07	Dishwasher	12/MACRS	716 95	328 62	59 75	388 37
Jul-08	Glass Block Windows	40/MACRS	1,475 00	184 40	36.88	221 28
Jan-09	Garage walls, door, heat	40/MACRS	5,500.00	618 75	137 50	756 25
Aug-09	Dressers (6)	12/MACRS	3,078.00	897 75	256 50	1,154 25
Aug-09	Washer/Dryer	12/MACRS	2,227 46	649 67	185 62	835 29
Aug-09	Lambda Delta Phi Letters	12/MACRS	372 00	113 50	33 50	147 00
Feb-10	Dishwasher Control Panel	12/MACRS	407 70	118 93	33.98	152 91
Feb-10	6 CO2 Detectors	12/MACRS	330 00	96.25	27 50	123 75
Mar-10	3 Thermostats replaced	12/MACRS	315.00	91 88	26 25	118 13
Jun-10	Kitchen Sink, bi-fold doors,	12/MACRS	2,955.00	861 88	246 25	1,108 13
Sep-10	Toilet	12/MACRS	565.00	117.70	47 08	164 78
Nov-10	Sod/Plants	15/MACRS	2,500 00	416 67	166 67	583 34
Jan-11	Carpet/Installation/Chpt Rm	12/MACRS	2,638 45	549.68	219.87	769 55
Jan-11	Front Storm Door	12/MACRS	425 00	88 55	35 42	123 97
Jan-11	Add Circuit/Re-wire	12/MACRS	660 00	137 50	55 00	192.50
Jun-11	Concrete Steps	20/MACRS	2,350 00	293.75	117 50	411 25
Jul-11	Sofa/2 loveseats/2 chairs	12/MACRS	7,173 86	896.73	597 82	1,494 55
Sep-11	Dorm Desks (8)	12/MACRS	5,538.00	692 25	461.50	1,153 75
Sep-11	Coffee Table & 2 End Tbles	12/MACRS	1,384 50	173 07	115 38	288 45
Oct-11	Tables & 2 Chairside Tbles	12/MACRS	1,636 92	204 62	136.41	341 03
Mar-12	Floor Lamps (2)	12/MACRS	925 47	115 68	77 12	192.80
Mar-12	Table Lamps (4)	12/MACRS	1,032.99	129 12	86 08	215 20
Aug-12	Parking Lot/Patio	20/MACRS	28,093.88	1,287 64	1,404 69	2,692 33
Dec-12	Landscaping	15/MACRS	1,625 00	63 19	108 33	171.52
Feb-13	Vacuum	12/MACRS	427 43	17.81	35 62	53 43
Jun-13	Rubber Roof/2 areas	20/MACRS	2,950 00	12.29	147 50	159 79
Oct-13	Stainless Steel Kitch Sink	12/MACRS	775 00	0 00	32.29	32 29
Jan-14	Sink & Faucet-Kitch Bath	12/MACRS	350 00	0 00	14 58	14.58
Apr-14	TV Room Furniture	12/MACRS	3,477 38	0 00	144 89	144 89
Apr-14	Kitchen Stove/Range	12/MACRS	1,225.78	0 00	51.07	51 07
Jun-14	Electric Panel/Wiring-Various	40/MACRS	5,210 00	0 00	10 85	10 85
Jun-14	Carpet-Bedroom	12/MACRS	900 00	0 00	37 50	37 50
Jun-14	Carpet-TV Room & Entry	12/MACRS	1,377 00	0 00	57.38	57 38
Jun-14	Carpet-Hall, Stairs, Dining Rm	12/MACRS	1,455.00	0 00	60 63	60.63
Jun-14	4 Oak Chairs Refinished	12/MACRS	1,200 00	0.00	50 00	50 00
Jun-14	TV Room Remodel	40/MACRS	4,800 00	0 00	10.00	10 00
						0.00
						0.00
						0 00
	TOTALS		459,311 27	217,918 03	14,709.37	232,627.40

The taxpayer elects out of the 50% first-year bonus depreciation allowance under IRC Section 168 (k) for all eligible asset classes of depreciable property acquired after December 31, 2007 this election applies to all eligible depreciation property placed in service after December 31, 2007

LAMBDA DELTA PHI
GAMMA CHAPTER ALUMNI
By-Laws

I. NAME AND IDEALS

Section 1: The name of this organization shall be Gamma Chapter Alumni of Lambda Delta Phi.

Section 2: The aims of the Gamma Chapter Alumni shall be:

- A. To provide an opportunity for women of all races, religious, and cultural backgrounds to live, work, and maintain social relations on an equal level.
- B. To encourage a high degree of moral and personal integrity.
- C. To encourage unity without the loss of individuality.
- D. To strive for cultural and intellectual growth.
- E. To promote these our ideals beyond the confines of our individual groups.

II. MISSION AND VISION

Section 1: Mission Statement: To provide an opportunity for women of all races, religious, and cultural background to live, work, and maintain social relations on an equal level. To encourage a high degree of moral and personal integrity. To encourage unity without the loss of individuality. To strive for cultural and intellectual growth. To promote these our ideals beyond the confines of our individual groups.

Section 2: Vision Statement:

- A. Living Democracy through friendship.

III. MEMBERSHIP

Section 1: Member Qualifications and Requirements

- A. Any woman, regardless of race, religion, culture, or sexual orientation who has been granted alumni status by the active Gamma Chapter.
- B. This shall be open to a sister who has paid annual alumni dues of \$30 per calendar year. (July 1 – June 31)

IV. ELECTION AND DUTIES OF OFFICERS

Section 1: Procedure for election

- A. Elections shall be held at the Spring Luncheon Annual Meeting.
- B. Nominations will be made at the meeting and another member present may speak on behalf of a nominee that cannot be present.
- C. All officers shall hold office for a term of three years, Spring Luncheon to Spring Luncheon.
- D. In case of vacancy of an officer, one will be appointed to fill the vacancy until the next Spring Luncheon, when an election will be held.
- E. Officers may be elected by voice vote or secret ballot, whichever is most appropriate at the time.
- F. A candidate for office shall be considered elected when she has received a plurality of the votes cast by at least 2/3 of all the active membership present.
- G. All active Gamma Alumni members attending the election meeting will be allowed to vote.

Section 2: The following officers shall be elected at the election meeting and shall perform these prescribed duties:

- A. President
 - 1. Attends all Alumni Board meetings.
 - 2. Signs all official documents.
 - 3. Presides over all meetings of Gamma Chapter Alumni.

4. Has the power to call any special meetings deemed necessary.
5. Works with the active president to see how the alumni can assist the chapter.
6. Oversee all Alumni Board officers.
7. Organizes 1 active/alumni board event per year.
8. To effectively manage and grow Lambda Delta Phi as a professional organization by promoting our Aims and Ideals, chapter goals and constitution.
9. Work with the active and alumni boards to determine current goals.

B. Vice President

1. Attends all Alumni Board meetings.
2. Perform duties of the President in her absence. If the president is unable to continue her responsibilities, she will assume them until a new president is elected.
3. Assumes duties of parliamentarian and shall be responsible for advising the presiding officer regarding all matters of parliamentary procedure.
4. Keep a current record of constitutional by-laws and policies for the Gamma Chapter Alumni and active Gamma Chapter.
5. Shall be responsible for reviewing the existing constitution and by-laws of Gamma Chapter and Gamma Chapter Alumni and recommend necessary revisions to actives, alumni or national.
6. Distribute updated copies of constitution and by-laws to Alumni Board officers.
7. Work with the active Gamma Chapter First Vice President.

C. Secretary

1. Attends all Alumni Board meetings.
2. Records all proceedings of the organization in the minutes and distributes to Alumni Board in a timely manner.
3. Is responsible for keeping a file of the minutes of Gamma Chapter Alumni.

D. Treasurer

1. Attends all Alumni Board meetings.
2. Sends bills and collects dues.
3. Receives and keeps an accurate account of checking and savings accounts.
4. Ensure all outstanding bills are paid on time and to keep the Alumni Board aware of account status.
5. Monitor, make recommendations and report status of financial investments.
6. Work with Gamma Chapter active treasurer and FPA to maintain proper funds in accounts and Gamma Chapter account.

E. Property Manager

1. Attends all Alumni Board meetings.
2. Be the point of contact for any interior/exterior problems with the chapter house.
3. Manage all appliances, furniture, interior/exterior paint, electrical, yard, sign and any other components of the chapter house.
4. When problems arise, determine the best solution based on price, capacity and usage. Consulting the board and informing them of any changes.
5. Make frequent visits to the house to ensure requirements are being followed by those living in the chapter house.
6. Coordinate fire inspections twice a year.
7. Work with vendors to ensure the house meets city codes, that all appliances are in order and that the house property is in good condition.
8. Work with the Gamma Chapter house managers.

Section 3: The following officer shall be agreed upon by the Gamma Chapter and Gamma Chapter Alumni Board

A. Active Advisor

1. Attends all Alumni Board meetings.
2. Liaison between the Gamma Chapter and the Gamma Chapter Alumni updating both groups on pertinent issues allowing everyone to be of the same understanding.
3. Attend active chapter meetings.
4. Contribute to discussion when needed and if the Aims and Ideals are not withheld.
5. Resource for the Gamma Chapter.
6. Been an active alumni member for at least three years prior.
7. Has the authority to sign off on business brought before the chapter that needs a signature. If a signature is required she needs to inform the Gamma Alumni Board of what she has signed off within 48 hours.

Section 4: The following officers will be appointed by the Alumni Board.

A. Advisor

1. Attend Alumni Board meetings when necessary.
2. Resource for the Gamma Chapter Alumni commonly a past Alumni Board officer.

B. Newsletter Editor

1. Coordinate and manage biannual newsletter with information from alumni, alumni board, active board and active chapter. Layout, print and mail newsletter.

C. Data Base Manager

1. Manage alumni address lists and email lists
2. Communicate with the alumni and the alumni board using the listserv, sending out announcements as needed. Such as save the date and officer position announcements.
3. Notify alumni of a sister's passing and send necessary correspondence and gifts

D. Events Coordinator

1. Coordinate Spring Luncheon and Founders Day and report to the president.

Section 5: The Alumni Board

A. The Alumni Board shall consist of all elected officers and appointed officers.

B. The Alumni Board of Gamma Chapter Alumni shall perform the following duties:

1. Periodically check the discharging of the duties of officers.
2. Call any special meetings.
3. Guide and assist the Gamma Chapter in upholding the Aims and Ideals and in any other needed capacity.
4. Has the authority to make decisions and develop Policies for the active and alumni chapters within the guidelines of the National Panhellenic Council and the University of Minnesota.

V. MEETING

Section 1: Unless otherwise ordered by the Alumni Board of Gamma Chapter Alumni, regular meetings will be held in March/April (Spring Luncheon) and November/December (Founder's Day).

Section 2: The President of the Alumni Board shall have the power to call any special meeting deemed necessary.

Section 3: The Alumni Board will have meetings once per quarter and as needed to maintain operations and assist the Gamma Chapter.

VI. WEARING OF PINS

Section 1: The official sorority pin must be worn over the heart and must be worn only on dress clothes.

Section 2: Letters may not be worn by anyone other than active members, with the exception of parents. Any letters worn by parents must be specifically designated. Example: "Lambda Delta Phi Mom"

- A. Sorority name and/or letters cannot be worn while consuming alcohol or when participating in any illegal activity

VII. AMENDMENTS

Section 1: Amendments may be proposed by the Alumni Board or an alumni member.

Section 2: Adoption of the amendments must be approved by a 75% of the paid membership present at Spring Luncheon (March/April).

Section 3: Any amendment proposed at a Spring Luncheon may be voted on during that session.

Section 4: Any amendment proposed after Spring Luncheon may be submitted to the Alumni Board President for consideration at the next Spring Luncheon.

(N.Deyle, H. Baker, S.Ducharme, P. Dressen, Jill Kalina 3/2014)Accepted 3/29/2014

LAMBDA DELTA PHI
GAMMA CHAPTER ALUMNI
Constitution

PREAMBLE

We, the chapters of Lambda Delta Phi, believing in the intrinsic worth and dignity of the individual, regardless of cultural, racial, and religious backgrounds, do establish this constitution for our sisterhood.

ARTICLE I: NAME

The name of this organization shall be GAMMA CHAPTER ALUMNI of LAMBDA DELTA PHI.

ARTICLE II: AIMS

The aims of Lambda Delta Phi shall be:

- To provide an opportunity for women of all races, religious, and cultural backgrounds to live, work, and maintain social relations on an equal level.
- To encourage a high degree of moral and personal integrity.
- To encourage unity without the loss of individuality.
- To strive for cultural and intellectual growth.
- To promote these our ideals beyond the confines of our individual groups.

ARTICLE III: ORGANIZATION AND GOVERNMENT

Section I. Alumni Board

- A. Alumni Board shall be an administrative authority which organizes and plans functions. It is responsible for assisting and advising the active Gamma chapter.
- B. Alumni Board shall consist of the President, Vice President, Secretary, Treasurer and Property Manager. All of these will be elected officers. The President, Vice President, Secretary, Treasurer and Property Manager will be voting members of the Alumni Board.
- C. Appointed positions will consist of
 1. Newsletter Editor: shall coordinate and manage bi-annual newsletter and gather information from alumni, alumni board, active board and active chapter, along with layout, printing, and mailing.
 2. Data Base Manager: Directory Manage Alumni address lists and list serve. Act as liaison between the alumni and the board by sending out periodical e-mail announcements as needed (such as save the date announcements and position openings). Will also be responsible for any correspondence that needs to be sent (i.e. sympathy cards, flowers, letters, etc.).
 3. Events Coordinator: Coordinate Spring Luncheon and Founders Day and report to the president.
- D. Active Chapter Advisor shall be mutually agreed upon and appointed by the active Gamma chapter and Alumni Board and will have no voting rights.
- E. Alumni Advisor may be added as an appointed position to the Board serving in an emeritus capacity.
- F. Duties of the Alumni Board Positions
 1. The President shall manage the responsibilities of the alumni board and to oversee the positions on the board, as well as work with the active president. Conduct alumni board meetings, run meeting on Founder's Day and Spring Luncheon. Work to strengthen the relationship between the alumni and active members. Hold 1 active/alumni board event per

year. To effectively manage and grow Lambda Delta Phi as a professional organization, by promoting our Aims and Ideals, chapter goals (to be determined by the alumni board/active exec board on an annual basis), and constitution.

2. The Vice President shall manage the Alumni Board by-laws and active by-laws by working closely with the Active 1st Vice President. Update board by-laws when needed. Make recommendations to the active chapter/national board on revisions on by-laws, manage any updates to the by-laws and distribute revised documents to the board. In the event that the president is unable to continue her responsibilities, the first VP will assume the president's duties until a new president is elected.
3. The Secretary shall take minutes of Alumni Board, Founder's Day and Spring Luncheon meetings. Distribute minutes to board members in a timely manner. Manage and archive all meeting minutes and officer contact lists.
4. The Treasurer shall manage the Alumni Board checking and savings accounts. To ensure all outstanding bills are paid on time and to keep the alumni board aware of account status. To monitor, make recommendations and report status of financial investments such as money markets as well as insurance and other expenses. Work with active treasurer and FPA to ensure timely payment of all bills and assist with any financial dealings within the active chapter.
5. The Property Manager shall be the main point of contact for any interior/exterior problems with the chapter house. They will manage all appliances, furniture, interior/exterior paint, electrical, yard, sign and any other components of the chapter house. When problem arises, the property manger will determine best solution based on price, capacity, and usage. Shall consult the Alumni Board and update on any action taken. Will also make frequent visits to the house to ensure all requirements are being followed by those living in the house as well as coordinate fire inspections twice per year. She will be responsible for coordinating with vendors to ensure the house meets fire and city codes, that all appliances are in working order and that the house and property is in good condition. Finally, the property manager will work closely with the house managers from the Gamma chapter to ensure adequate occupancy in the house or any other item related to occupancy.
6. The Active Advisor shall serve as a liaison between the active chapter of Lambda Delta Phi and the alumni board of the Gamma chapter of Lambda Delta Phi. Keep both organizations updated on pertinent issues. Attend active chapter meetings ~~as needed~~, and interject only when the overall well being of Lambda Delta Phi and its Aims and Ideals are not being withheld or being side stepped or when asked for their input. To be a resource for the active chapter with ideas regarding new items they wish to implement or disciplinary actions to be taken against active members.
7. The Alumni Advisor shall be utilized when needed.

G. Duties and Powers of Alumni Board

1. Meet quarterly, before Founder's Day, before Spring Luncheon, upon request of the active Gamma chapter or an Alumni Board member.
2. Arrange for retiring and incoming officers to have a joint council meeting immediately after Founder's Day.
3. Maintain the house and its reputation.

H. Qualifications

1. To be elected to the Alumni Board, a person must be a paid Gamma Alumni member who has demonstrated a continuing interest in Lambda Delta Phi.

I. Election

1. Members present at Spring Luncheon-Spring Luncheon) shall nominate for open officer positions. If a nominee is not present, she may ask another member to speak on her behalf.
2. Election shall be by 2/3 vote of paid alumni members present.

J. Tenure

1. The length of each term for office shall be 3 years. (Spring Luncheon-Spring Luncheon)

J. Vacancies

1. In case of vacancy of an office one will be appointed to fill the vacancy until the next Spring Luncheon, when an election will be held.

K. Removal

1. An Alumni Board officer may be removed from office for lack or faulty performance of duty(s) as stated in the constitution.
2. To remove an Alumni Board Officer, a written petition must be submitted to the alumni President or national officer by an alumni or national officer. Upon receipt of this petition, the alumni officer will be suspended from her duties pending a vote. The petition shall be forwarded to all alumni voting board members for a vote. The votes shall be returned within 2 weeks to the officer that originated the petition. A 75% vote is needed to remove the officer. If the petition is defeated, the officer shall be reinstated immediately.
3. An Alumni Board officer may resign from office if she cannot fulfill her duties and should inform the President or Vice President of her intentions as soon as they are known.

Section II. Meetings

- A. Two annual meetings shall be the legislative authority of Lambda Delta Phi Gamma Chapter Alumni. One is Founder's Day held in the fall. The other meeting is Spring Luncheon held in the spring.
- B. Membership shall include any paid member.
- C. Every paid member shall have a vote.
- D. There must be at least five alumni members present in order for business to be transacted.
- E. Duties and Powers of Founder's Day Annual Meeting
 1. To formulate policies and enact laws.
 2. To adopt the budget for the forthcoming year.
 3. To receive reports.
- F. Duties and Powers of Spring Luncheon Annual Meeting
 1. To formulate policies, enact laws and amend the constitution.
 2. To receive reports.
 3. To elect members of the Alumni Board.

ARTICLE IV: MEMBERSHIP

Section II. Membership

- A. Given to past active members of the active Gamma chapter who have been granted alumnae status by the active chapter.
- B. This shall be open to sisters who have paid annual alumni dues.
- C. Any member that has been de-pledged or disaffiliated from the Gamma chapter may not be granted alumnae status.

ARTICLE V: FEES

Section I. Annual Membership Fee

- A. Active alumni membership is granted upon payment of \$30.00 per fiscal year which is July-June for the alumni chapter.

Section II New Alumni Status

- A. Active alumni membership is granted upon payment of \$50 once within a year of being given alumnae status from the Active Gamma Chapter.

ARTICLE VI: AMENDMENTS

The Constitution may be amended as follows:

- Section I. Amendments may be proposed by the Alumni Board or an alumni member.
- Section II. Adoption of the amendments must be approved by a 75% of the paid membership present at Spring Luncheon.
- Section III. Any amendment proposed at a Spring Luncheon may be voted on during that session.
- Section IV. Any amendment proposed after Spring Luncheon may be submitted to the Alumni Board President for consideration at the next Spring Luncheon.

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