

THE GIRLFRIENDS, INCORPORATED
ATLANTA CHAPTER

BY-LAWS

ARTICLE I

Name

The name of the organization is The Girl Friends Incorporated. Atlanta Chapter, a non-profit organization, hereafter referred to as "The Chapter".

ARTICLE II

Purposes

The purposes of the Chapter are (1) to function as a social organization, with activities for the enjoyment of the members, and (2) to perform civic services in the community, including activities for the benefit of charitable organizations.

ARTICLE III

Classification of Members

Section 1. Active Member. Any member who has met all financial and other obligations of the Chapter and National, and fully participates in the activities and programs of the Chapter is an active member. Full participation includes:

- Being fully responsible for serving as hostess of Chapter meetings in her rotation as set forth in the Calendar of Meetings provided by the President each year, and if she cannot serve as hostess on her scheduled meeting date, she must find a member with whom she can ex-

change meeting dates. This does not preclude the co-hostess from agreeing to her absence at the meeting, so long as the absent hostess appropriately shares the costs of hosting.

- Attending at least one National Conclave every five years, non-compliance with which will result in a fine of \$100.00.
- Regular and prompt attendance at Chapter meetings as an imperative duty.
- Taking a definite part in Chapter activities and striving earnestly to be dependable, loyal, and cooperative

Section 2. Transfer Member. A member may request a transfer to another chapter only if she has moved from one territory to another. A transfer must be made within a two-year period after her move or as otherwise required by National.

Section 3. Member-at-Large. A member-at-large is a member who resides in a territory not covered by a chapter, or who is too far from any chapter for regular attendance at meetings. Active status may be retained by a member-at-large if per capita tax set by National is sent to the National Treasurer through the Chapter.

Section 4. Member-on-Leave. Upon written request to the Chapter, an active member may be granted a leave of absence at the Chapter's discretion for a period not to exceed two years. The request must be made annually in writing, by August 1. At the expiration of two years, the member must become active and assume full responsibility for membership, or the member will become an Inactive Member (as defined below). A member-on-leave is subject to the Chapter's Bylaws and shall pay an amount each year equal to the National per capita tax and one-half of the Chapter dues.

Section 5. Life Member. A member stricken with a permanent debilitating illness, which confines her to home or to an institutional facility or prevents her from attending and participating in Chapter activities, shall be

eligible for life membership. A member shall request this status from the Chapter, which may approve the status with the affirmative vote of at least two-thirds of the active Chapter membership. Upon Chapter approval, the Chapter or the member shall apply to the National Office for this status. National shall act on the application in accordance with the National By-laws. Life membership shall exempt a member from the payment of all Chapter and National dues and assessment. A life member shall be carried on the Chapter roster, but shall not be counted in the Chapter membership quota of 25 and shall have no Chapter or National voting privileges.

Section 6. Member Emeritus. A member emeritus is one who is at least seventy (70) years of age or has held the status of active member for thirty-five (35) years and elects to participate on a limited basis. The qualifying Girl Friend shall submit a request in writing by August 1, and shall be granted this status by the Chapter. She shall not be counted in the Chapter membership quota of 25 and shall participate at all levels as a non-voting member. An emeritus member transferring to the Chapter shall be recognized as an emeritus member of the Chapter. An emeritus member shall pay National dues and assessments to the National Treasurer through the Chapter. She may attend National meetings upon payment of the registration fees. An emeritus member shall not be required to pay Chapter dues and assessments, but she shall be required to pay the same costs as Chapter members for activities in which she participates.

Section 7. Inactive Member. An inactive member is one who has not fulfilled the obligations of members listed in Article III Section 1 of these By-laws. An inactive member may be reinstated within one year of becoming inactive, if she has submitted a written request for reinstatement, paid all unfulfilled Chapter and National financial obligations, to include all back dues and assessments, including the National reinstatement fees and any penalties, and paid a Chapter reinstatement fee of \$75.00. No Chapter vote is required for reinstatement.

ARTICLE IV

Membership

Section 1. The membership of this organization shall be composed of any females, selected by the members, who possess the character, reputation, and high social standards that are in keeping with the standards and aims of the organization.

Section 2. The Chapter shall be composed of a maximum of twenty-five members, exclusive of members-at-large, transfer members, life members, members emeritus, and daughters of Girl Friends.

Section 3. New members may be added to the Chapter until the maximum number of members authorized by the National organization has been obtained.

Section 4. Method of Selection of New Members.

- (a) The Chapter shall vote each September whether or not to accept new members that are not daughters. Nomination forms shall be made available to members at the September meeting. Daughters may be considered for membership without a vote to accept new members.
- (b) If the Chapter votes to accept new members that are not daughters, any active member of the Atlanta Chapter of Girl Friends, Inc. that has been a member or Girl Friends for at least 2 years may submit the name of a proposed member, in writing, to the Membership Chair or to her designee at anytime prior to the close of the October meeting.
- (c) The Membership Committee shall present the schedule and process for the selection of new members at the October Meeting. A copy of the schedule shall be included in the meeting notice.
- (d) Girl Friends from the Atlanta Chapter or from other Girl Friend Chapters wishing to nominate their daughters must submit a written request to the President or the Membership Chair or her designee prior to the close of the October meeting. Prior to the induction of her daughter, the nominating Girl Friend must submit a letter of good standing from her Chapter.

- (e) New Chapter members shall be elected and inducted between September 1 and January 31, unless otherwise required under National Bylaws.
- (f) All prospective members voted into membership shall be required to pay an installation fee. Daughters of Girl Friends shall be considered and voted upon in accordance with the National Bylaws.
- (g) The Corresponding Secretary of the Chapter or the Membership Chair shall email out to each member of the Chapter the names of the proposed new members at least ten (10) days prior to the meeting at which the voting will take place, together with the nomination form or a profile of such proposed member.
- (h) All the votes shall be cast by secret ballot and tallied by the Recording Secretary and at least two other Chapter members who shall be designated by the President. The Recording Secretary at the meeting at which the vote was conducted shall present the results of the voting, including the tally, to the body. The Recording Secretary with the Chapter's official records shall retain the ballots and nomination forms.
- (i) Any proposed nominee who receives two-thirds of the vote of the ballots cast shall be considered elected to membership in the Chapter.
- (j) Any person who is elected to membership in the Chapter will be notified by the President within ten (10) days of the election and shall be installed within the time set forth in subsection (e) above.
- (k) The amount of the installation fee will be recommended by the Membership Committee and voted on by the Chapter members at the meeting at which the membership vote is taken. The Membership Committee will recommend the due date for the initiation fee,

and prospective members will be given a minimum of 30 days' written notification of the required fee and the deadline for its submittal

ARTICLE V

Officers

Section 1. . The elected officers of the Chapter shall be: President, Vice President, Recording Secretary, Corresponding Secretary, Assistant Recording Secretary, Financial Secretary, and Treasurer. The President shall appoint the Editor, Parliamentarian and Historian.

Section 2. Duties of Officers

(a) President—A member must have attended at least one National Meeting to be qualified to run for President. The duties of the President are:

- To preside at all meetings
- To represent the Chapter in official capacities.
- To call meetings of the Executive Committee and the Chapter, when needed.
- To appoint members of standing committees.
- To direct and supervise the work of the officers of the Chapter.
- Appoint an audit committee to review books and records prior to September of each year.
- To conduct any other business that will make for the smooth running of the Chapter.
- At the expiration of her office, to hand over complete records and properties to the incoming President within 30 days.

(b) Vice President—The duties of the Vice President are:

- To preside at all meetings in the absence of the President.
- To serve as Good Neighbor Ambassador for the Chapter
- To oversee the work of the Social and Project Committees and of any other program committees as requested by the President.

- To remind Hostesses of their meeting date two months prior to their meeting and to confirm their plans.
- To hand over complete records and properties of her office to the incoming Vice President within 30 days

(c) Recording Secretary—The duties of the Recording Secretary are:

- To keep full and accurate minutes of Chapter meetings, and to provide the President with a copy of the minutes within two weeks following each meeting.
- To keep an official record of attendance of member of the Chapter at all meetings.
- To serve as head teller at the election of new members.
- To hand over complete records and property of the Chapter to the incoming Recording Secretary within 30 days.

(d) Assistant Recording Secretary—The duties of the Assistant Recording Secretary are:

- To take the minutes of the meetings of the Chapter in the absence of the Recording Secretary.
- To hand over to the Recording Secretary all minutes of meetings which she may take in the absence of the Recording Secretary on or before the next business meeting.

(e) Corresponding Secretary— The duties of the Corresponding Secretary are:

- To be responsible for distributing electronically or by mail notices to all members of all meetings ten (10) working days prior to the meeting date.
- To respond to all correspondence as instructed by the President and to maintain a record of such correspondence.
- To acknowledge and be responsible for sending all communications from the Chapter to other affiliate chapters and to keep a record thereof.
- To keep a list of the membership of the Chapter and the Chapter officers.

- To hand over to the incoming Corresponding Secretary all records and properties of the Chapter within 30 days.

(f) Financial Secretary—The duties of the Financial Secretary are:

- To receive all monies for dues and assessments and issue receipts
- To account to the Treasurer for all monies so collected and designate the source of the collection.
- To keep a record of all disbursements of the Chapter.
- To notify Girl Friends of Hostess assessments
- To hand over to the incoming Financial Secretary all records and properties of the Chapter by July 1st.

(g) Treasurer— The duties of the Treasurer are:

- Present a proposed budget to the chapter at the September meeting and circulate to the membership at least ten business days prior to the October meeting, at which time it will be voted on.
- To receive all monies from the Financial Secretary and deposit such monies in the Chapter's bank account within one week from the receipt thereof for the Chapter.
- To issue receipts to the Financial Secretary for monies received from the Financial Secretary and to provide the Financial Secretary with a report of all disbursements.
- To draw all checks for the Chapter and pay all obligations that may be due by the Chapter by check bearing the signatures of the Treasurer and the President.
- To pay all obligations of the Chapter including reimbursement to members for out-of-pocket expenses upon receiving a disbursement form and the original receipt of expenses from the member requesting reimbursement. Requests for reimbursement should be received within 30 days of the event.
- To keep accurate books and records of the collections and expenditures of the Chapter.
- To report the status of the treasury at each business meeting.
- To keep all receipts and canceled checks of the Chapter for a period of seven years.

- To submit her books and records annually for audit to the Audit Committee
- To hand over to the incoming Treasurer complete records and properties of the Chapter and an accounting of the Chapter's funds by July 1st.

(h) Editor—The duties of the Editor are:

- To edit and forward to the National Editor of Chatterbox all pictures, materials, and information of the activities and news of and about the Chapter and its members and Boy Friends.
- To receive and supervise the distribution of the issues of Chatterbox to all members.
- To publicize news about the Chapter to all sources.
- At the expiration of her office, to hand over complete records and properties of her office within 30 days of the appointment of a new Editor.

(i) Parliamentarian—The duties of the Parliamentarian are:

- To see that the business of the Chapter is conducted according to Roberts Rules of Order.
- To pass on the legality of any procedure, motion, or question in accordance with the Chapter's Constitution, Bylaws, or official business
- At the expiration of her office, to hand over complete records and properties of the Chapter that she may have within 30 days of the appointment of a new Parliamentarian.

(j) Historian—The duties of the Historian are:

- To maintain all trophies and awards of the Chapter.
- To keep an up-to-date account of the history of the Chapter.
- To keep copies of all important documents, photographs, correspondence and other materials of the Chapter.
- To keep the scrapbook of the Chapter and keep it up to date.
- At the expiration of her office, to hand over complete records and properties of the Chapter within 30 days of the appointment of a new Historian.

Section 3. Terms of Office. Officers shall serve for a period of two years. An officer shall have the right to succeed herself for an additional term, but may not succeed herself for a third term.

Section 4. Officer Vacancies

An officer may resign her office at any time upon tendering her resignation therefrom. The Chapter at the meeting at which the resignation is presented shall pass upon any resignation tendered by an officer. A vacant office shall be filled by an immediate election by the Chapter, said election to be conducted in the same manner as a regular election.

Section 5. Time of Election. All officers shall be elected biannually in April and installed in June. Voting for officers shall be by secret ballot, counted by the Chairman of the Nominating Committee and one other person designated by the President. If the Chairman of the Nominating Committee is running for office, the President shall appoint a member to act in her place. At the June meeting all officers shall turn over to their successors all records in their possession.

ARTICLE VI

Meetings

Section 1. Chapter meetings will be held on the 2nd Friday of specified months between September and June. A calendar for the upcoming meeting year shall be set up at a planning meeting called by the President between June and September and presented to the Chapter for discussion and approval at the September meeting. The planning meeting group will consist of the Executive Committee and all Committee Chairpersons.

Section 2. Socials will be held on dates determined at the planning meeting and presented to the Chapter in September as part of the annual calendar. In addition, any member may propose activities during a Chapter meeting for voting at the meeting and/or consideration by the appropriate committee.

Section 3. Business meetings shall be held on dates determined at the planning meeting and presented to the Chapter in September as part of the annual calendar. The president or any three members submitting a request to the President or secretary, may cause a special meeting to be called for the purpose of considering a specific subject. The purpose of the call meeting shall be described in the notice of the call meeting.

Section 4. All business meetings shall have at least one member to serve as hostess. All social meetings and hostesses shall be designated in the annual calendar.

Section 5. The hostesses for social meetings shall have full discretion to determine the manner of entertaining at their meetings and shall have the privilege to invite boyfriends and/or other guests to social meetings.

Section 6. The Chapter shall be responsible for having at least one entertainment each year that will include Boy Friends and other guests. This will not limit the number of entertainment events that the Chapter may hold in any year.

Section 7. Members who hostess social meetings must send notices of the meeting to all Chapter members at least two weeks prior to the social meeting. The notice will specify the type of entertainment planned, the time and place of the meeting, and the appropriate attire.

Section 8. Notification by Members to Hostess.

- Each member is expected to notify the hostess whether or not she can attend the meeting, no later than the Sunday before the meeting. Meeting notices should be sent out at least 10 working days prior to the meeting.
- If a member fails to notify the hostess of her plans, by the Sunday prior to the meeting, such member will reimburse the hostess \$25.00
- The hostess shall forward to the Recording Secretary a roster of those persons who gave proper notification. The Recording Secre-

tary shall reconcile the record of attendance with the hostess roster and determine if any member shall be required to reimburse the hostess.

- The Recording Secretary shall notify the Financial Secretary within 5 days after the business or social meeting of any member that shall have to reimburse the hostess. The Financial Secretary shall send a letter to the member notifying her of her obligation, and that this obligation is now considered an assessment and will be treated as such
- In cases of emergencies that call for a change in plans, if such emergency occurs before the final count is given, there will be no charge.

Section 9. Quorum. One-third of the active members entitled to vote shall constitute a quorum to transact business of the Chapter.

Section 10. The current edition of Robert's Rules of Order shall govern Chapter proceedings in all cases to which they are applicable and in which they are not inconsistent with the Chapter Bylaws, the National Constitution and Bylaws, and special rules of order adopted by National.

ARTICLE VII National Meetings

Section 1. The Chapter President is responsible for representing the Chapter at National meetings. If she is unable to attend, the Chapter shall elect a delegate (who has attended a National meeting in the past) to attend in her place. The Chapter shall elect an alternate to attend along with the delegate. The Chapter shall pay the most economical fare (coach if by air, standard reimbursement, as defined by Government Services Administration, if by car), registration, lodging, and meals for the President (or her substitute) and the registration fee for the alternate delegate.

Section 2. Delegate and Alternate are responsible for making their reservations and sending in registration fees. They may request an advance or re-

quest reimbursement. All receipts must be submitted no later than 30 days after the end of Conclave

ARTICLE VIII

Committees

Section 1. Standing Committees. The Standing Committees of the Chapter shall be the Executive Committee, Budget Committee, Project Committee, Fund Raising Committee, Courtesy Committee, and Publicity Committee.

Section 2. Selection of Committees. The President of the Chapter shall have the authority to appoint all committee chairs and committee members, except for the Nominating Committee (which shall be comprised of a Chairman appointed by the President and 3 members elected by the Chapter) and the Executive Committee (which shall be comprised of all elected and appointed officers and the past Chapter President).

Section 3. The President shall have the authority to appoint any other committee that she may deem necessary to carry out the programs of the Chapter.

Section 4. The Chairperson of each committee shall turn in, during the June meeting, an activity report and a financial statement and submit any remaining funds to the Treasurer at that time. The Courtesy Committee Chair shall submit the above-listed reports and shall turn over the new Courtesy Chair any unexpended funds for use during the summer, if needed.

ARTICLE IX

Dues and Assessments

Section 1.

- Each member shall pay the amount decided upon for annual dues as specified and voted upon with the adoption of the budget at the April meeting.
- Dues are officially due on June 15th, and members may begin paying at the April meeting after the budget has been approved.
- Dues postmarked after June 30th, will be subject to a \$25.00 late fee.
- The Financial Secretary shall, as a courtesy, notify all members who have not paid dues by June 15 and remind them of their obligation. It remains the responsibility of each GF to pay dues on time whether or not she receives this courtesy notification.
- If a member's dues are not received by July 15th, the member becomes inactive and subject to the rules applicable to inactive status set forth in Article III Section 7.
- Notification of inactive membership shall occur by certified letter sent by the Membership Committee chair within five (5) business days of being notified of member's inactive status. Dues paid after the due date must be paid by money order or cash.

Section 2. The Chapter shall maintain an Emergency Fund equal to \$10.00 per member for the sole purpose of providing dinner courtesies during the grieving period for the death of a member or a member's spouse, parents, or child. Each year the Budget Committee will determine the balance in the Emergency Fund and, if a shortfall exists, will determine the amount that each member will be assessed to bring the fund up to the amount that equals \$10.00 per member. Thereafter if during the year the Fund drops below the amount needed to provide dinner courtesies, the Executive Committee will propose to the Chapter any additional assessment needed to fulfill the courtesy.

ARTICLE X

Chapter Bylaws

Section 1. The Bylaws may be amended by the affirmative vote of two-thirds of the members present and entitled to vote at a duly constituted Chapter meeting at which a quorum is present.

Section 2. Method of Amending: A member has the right to propose an amendment to the Bylaws at any business meeting and request that the proposed amendment be voted on at the next business meeting. At least two weeks prior to the next business meeting, the member proposing the amendment shall send to the Corresponding Secretary and the President a written description of the proposed amendment and the rationale for the proposed amendment, which the Corresponding Secretary shall send to the membership with the meeting notice, at least 10 business days before the meeting

Section 3. If any provisions of these Bylaws are in conflict with the National Constitution or Bylaws, the provisions of the National Constitution and Bylaws shall control.

ARTICLE XI Special Features

Section 1. The Emblem. The Emblem of the Chapter shall be the emblem of the National organization, which is two interlocking initial letters "GF" designed in silver and gold.

Section 2. Flower. The Chapter's flower shall be the flower of the National organization, which is the yellow rose.

Section 3. Colors. The Chapter's colors shall be the colors of the National organization, which are two shades of green, one light and one dark.

Section 4. Courtesies. The Chapter shall provide courtesies to members and/or members' families in the case of (a) the death or illness of a member or a member's spouse, parent, or child; (b) the death or illness of any

other relative of a member; (c) the marriage, birth, or graduation of a member or a member's child; and (d) the promotion, retirement, or special honor of a member. The courtesies for death shall be in addition to the meal service provided from the Emergency Fund.

Each September the Courtesy Committee shall review the adequacy of all courtesies and shall submit in writing to the Budget Committee the recommendation that the courtesies either remain the same or that one or more courtesy be adjusted. The Courtesy Committee's recommendation shall be included in the annual budget submitted to the Chapter for approval. The list of courtesies shall always be a part of, and attached to, the approved budget.

ARTICLE XII

Conclave Planning

Section 1. Purpose

- a. The Atlanta Chapter of Girl Friends has been designated by the National Organization to hostess a National Conclave in 2031, or such other year as designated by the National Organization. Hostessing includes, but is not limited to, planning the event and paying for several of the events and expenses.
- b. There is hereby established an ad hoc Conclave Committee of the Chapter. Such ad hoc committee shall end on June 30, 2031 or on such other date approved by the Chapter. The Conclave Committee shall serve as the primary planning committee for the Girl Friend Conclave to be hosted by the Chapter. This includes, but is not limited to, financial and budget planning, scheduling and event planning. While all Chapter members are not required to serve on the Conclave Committee, all members of the Chapter are required to participate in final execution and hostessing of the Conclave.
- c. The President shall appoint a Committee Chair, a Conclave Treasurer and a Conclave Financial Secretary. The Committee Chair shall

report on the Committee's activities at all Executive Committee meetings and at Chapter meetings no less than quarterly. The Conclave Treasurer and Financial Secretary shall work with the Chapter Treasurer and Chapter Financial Secretary and shall be responsible for preparation of the Conclave Budget, collection and expenditure of all Conclave related funds and after approval by the Conclave Committee, for presenting the Conclave Budget to the Chapter for review and approval. All Conclave related funds shall be held in the Conclave bank account. Such Conclave bank account shall require the Chapter President and Conclave Treasurer to execute all checks. The Conclave Treasurer shall present a financial report at each Conclave Committee meeting, at all Executive Committee meetings and at all Chapter meetings. All contracts, including for vendors and hotels, related to Conclave must be executed by the Chapter President.

Section 2. Annual Conclave Assessment

- a. With the exception of the 2019 – 2020 Chapter year, the Chapter Conclave Budget and the Annual Conclave Assessment will be presented to the Chapter by the Conclave Treasurer for information at the April meeting and voted on at the June meeting of each year.
- b. The Annual Conclave Assessment for the 2019 – 2020 Chapter year was voted on by the Chapter in October 2019 and is due on June 15, 2021 (the "Year One Assessment"). Girl Friends that have a membership status change to Emeritus, Member at Large or Life prior to August 31, 2020, shall not be responsible for the Year One Assessment.
- c. All Active Members and Members on Leave from the Chapter shall be assessed the amount approved in June as the Annual Conclave Assessment on July 1st of each year. Such amount is payable in a lump sum or in any increments during the Chapter year as long as it is paid in full by June 15th of the then current Chapter year.
- d. Beginning September 1, 2020, the Annual Conclave Assessment will be waived for the Chapter year in which an Active member or

- Member-on-Leave becomes an Emeritus or Life Member in accordance with the Chapter and National Bylaws. Notwithstanding the foregoing, a Girl Friend electing to become a Life Member must be approved by National before December 31st to have the Annual Conclave Assessment waived.
- e. If, a Girl Friend does not pay her assessment by June 15th, she will have until June 30th to submit her payment. Any payment not received by the Conclave Financial Secretary by June 30th will be considered late and shall be assessed a \$50 late fee. The payment must be received, not postmarked.
 - f. Girl Friends that have not paid their assessment by June 30th may receive a late notice from the Conclave Financial Secretary and the Chapter President. It remains the responsibility of each Girl Friend to pay the Annual Conclave Assessment and the late fee on time whether or not she receives this courtesy notification. Notwithstanding the foregoing, any Girl Friend unable to pay her Annual Conclave Assessment due to extenuating circumstances may request consideration and approval of a payment plan from the Chapter Executive Committee. Such request must be made by June 30th of the Chapter year in which the funds were due.
 - g. The failure of any member to pay the full Annual Conclave Assessment and the late fee to the Conclave Financial Secretary by July 30th or have an approved payment plan shall result in a membership status change to inactive subject to the rules applicable to inactive status set forth in Article III, section 7 of these Bylaws. Notification of inactive membership status shall occur by certified letter and email sent by the Membership Committee Chair within five (5) business days of being notified of the member's delinquency by the Conclave Financial Secretary. Annual Conclave Assessments paid after the June 30th due date must be paid to the Conclave Financial Secretary by money order or cash.

Section 3. Membership Changes

- a. Emeritus, Life and Members-at-Large will not be assessed the Annual Conclave Assessment. These members are encouraged to make a voluntary yearly contribution to the Conclave in the amount of 10% of the Annual Conclave Assessment. An Emeritus, Life or Member-at-Large that makes a voluntary contribution totaling the first year's Annual Conclave Assessment or more shall receive special recognition in the Conclave materials. An Emeritus, Life, transfer out member, or Member-at-Large that has already paid the amount of the first year Annual Conclave Assessment or more shall not be required to make an additional donation to receive special recognition.
- b. A Girl Friend that transfers into or out of the Chapter shall be assessed as follows:
 - (a) Transfers out of the Chapter effective between July 1st and December 31st shall pay one half ($\frac{1}{2}$) of the then current year Annual Conclave Assessment prior to transferring out; or transfers out of the Chapter effective between January 1st and June 30th shall pay the full then current Annual Conclave Assessment as set forth herein. Provided however that this amount must be paid prior to the issuance of a good standing letter by the Chapter President.
 - (b) Transfers into the Chapter effective between July 1st and December 31st shall pay the full then current Annual Conclave Assessment; or transfers into the Chapter effective between January 1st and June 30th shall pay one half ($\frac{1}{2}$) of the then current Annual Conclave Assessment. This amount shall be due on June 15th and treated as all other Annual Conclave Assessment payments.
- c. New Girl Friends will be assessed one half ($\frac{1}{2}$) of the then current Annual Conclave Assessment as part of their membership fee and will be responsible for the full Annual Conclave Assessment assessed on each July 1st after their installation.

- d. There shall be no refunds of any Annual Conclave Assessments paid to the Chapter.

Section 4: Conclave Attendance.

- a. Girl Friends are encouraged to attend at least one virtual, if available, and one in-person National Conclave between 2020 and 2025.
- b. Newly installed Girl Friends are encouraged to attend at least one virtual, if available, and one in-person National Conclave within her first 3 years after initiation into the Chapter.