**LOUISIANIA STATE COUNCIL OF**

**EPSILON SIGMA ALPHA INTERNATIONAL**

**BYLAWS**

**ARTICLE I. NAME AND AUTHORITY**

Section 1. The name of this non-profit organization shall be the Louisiana Council of Epsilon Sigma Alpha International.

Section 2. Parliamentary Authority, Roberts Rules of Order.

##### **ARTICLE II. PURPOSE**

Under the guidance of the State Executive Board, the Louisiana Council of Epsilon Sigma Alpha chapters shall have as their purposes:

Section 1. To promote closer relations and fuller cooperation between Chapters, State Officers, Southeastern Regional Council, International Officers, and ESA International Headquarters.

Section 2. To become better acquainted with members throughout the State through correspondence and State meetings.

Section 3. To assist one another in all problems and promote a common purpose within the organization.

Section 4. To promote the interest and assist in the growth of Epsilon Sigma Alpha.

Section 5. To promote philanthropic projects such as persons in need in Louisiana, St. Jude Children’s Research Hospital, and Easter Seals.

##### **ARTICLE III. MEMBERSHIP AND DUES**

Section 1. All Epsilon Sigma Alpha chapters in good standing are members of the Louisiana Council of Epsilon Sigma Alpha International.

Section 2. A chapter which is (1) formed after October 1st and before January 1st and (2) pays all applicable International and State dues within 30 days of chartering shall be considered a chapter in good standing and entitled to all the privileges thereof.

Section 3. Only chapters in good standing with the International Council and the Louisiana Council of Epsilon Sigma Alpha shall be eligible to enter contests, submit materials for awards, propose amendments to the State Bylaws, submit bids for State Convention, vote or nominate a candidate for State Council office.

Section 4. The annual dues per chapter shall be the amount approved and mandated by the current State Budget, due and payable on or before October 1st to the State Treasurer with a delinquent extension to December 31st. Those chapters paying after October 1st and before December 31st shall be assessed a penalty of $10.00 per chapter and shall be ineligible for awards participation. The annual dues per jewel pin member for constituent chapter shall be the amount approved and mandated by the current State Budget and payable by October 1st to the State Treasurer.

Section 5. The annual dues per member for a member-at-large shall be current State per capita dues.

Section 6. These dues shall be used to defray expenses outlined in the year’s budget.

Section 7. Annual State dues as approved and mandated by the current State Budget will be paid to the Southeastern Regional Council by January 1st.

Section 8. Annual State dues as approved and mandated by the current State budget will be paid to the International Council Treasurer by August 1st.

##### **ARTICLE IV. ELECTED OFFICERS**

Section 1. The elected officers shall be President, Vice-President, Recording Secretary, Treasurer and Parliamentarian.

Section 2. Eligibility shall be based upon leadership in the individual chapters and each candidate must have the sponsorship of their own chapter.

Section 3. Qualifications for State elected officers:

A. A candidate for State President must be a member in good standing with their Chapter, State, and International Council, have served as a chapter President, two (2) years on a state board, one (1) year as an elected officer on the Louisiana State Board, and attended one (1) Louisiana State Convention prior to the candidate’s nomination.

B. A candidate for Vice-President must be a member in good standing with their Chapter, State, and International Council, have served as a chapter president, on the Louisiana State board as an elected officer and attended one (1) Louisiana State Convention prior to their nomination.

C. The appointee for Corresponding Secretary must have been an active member of Epsilon Sigma Alpha for one (1) year prior to appointment and be the choice of the presidential nominee.

D. Any other candidate for a State elected office must be a member in good standing with their chapter, state, and international council, have held an elected office in their chapter, and attended at least one (1) Louisiana State Convention prior to their nomination.

E. A candidate for a State elected office must be a resident of the State of Louisiana, an active member of a chapter that is in good standing with the Louisiana Council and the International Council and remain so the entire time of their term of office.

F. A candidate for a State Office must be present at State Convention unless excused by the current Executive Board.

##### **ARTICLE V. STATE BOARD**

Section 1. The State Executive Board shall consist of the President, Vice-President, Corresponding Secretary (non-voting), Recording Secretary, Treasurer, Parliamentarian, and Junior Past President (non-voting).

A. The President of the Bayou Angels shall serve as ex-officio.

B. The State Executive Board shall be the managing body of the detailed business of the State, in charge of all matters of chapter policy not covered by the Bylaws.

C. If an elected officer does not carry out the responsibilities of his/her office, and fulfill his/her duties, the officer shall be dismissed by a majority vote of the current Executive Board. The office shall be filled by majority vote of the current Executive Board.

Section 2. The State General Board consists of the Executive Board, all appointed Officers and Chairmen, Chapter Presidents, International Council and SERC board members from the state, and the President of the Bayou Angels.

A The State General Board shall meet at Fall Council and State Convention to outline plans for furthering the interest of chapters in this organization, if deemed necessary by the State President.

B. If an appointed officer or chairman does not carry out the responsibilities of their office and fulfill his/her duties, he/she shall be dismissed by a majority vote of the Executive Board.

C. A candidate for a State appointed position must be a resident of Louisiana, an active member in a chapter that is in good standing with the Louisiana Council and the International Council and remain so the entire time of their appointed term.

Section 3. Members of the State Executive Board shall have their duties outlined as follows:

**A. President**

1. Call all meetings and preside over same. Immediately upon close of the convention, call a meeting of outgoing and incoming boards for the purpose of exchanging files.
2. Keep in close contact with the Executive Board, SERC, all chapters, International Council officers and International Headquarters.
3. Organize the State Executive Board and the General Board into functioning bodies.
4. Appoint and dismiss special committees. Immediately name appointed officers and committee members.
5. Instruct all officers to prepare notebooks/electronic files which will be passed on to each successor in the respective office.
6. Require regular reports of each committee and each officer at the Executive Board meetings and the annual meeting of the State Council.
7. Be a member ex-officio of all committees except the Nominating Committee.
8. Receive all International Council credential cards and give same to official chapter delegates at the International Council Convention.
9. For an immediate decision, he/she shall contact the elected officers.
10. Approve Fall Council and State Convention minutes and see that they are circulated according to the Bylaws.
11. Prepare the President’s Yearbook to be posted on the web site. The book can be pre-ordered thirty days before Fall Council for the stated price according to the Standing Rules. State President’s Notebook shall contain all the following.
12. State President’s book shall contain:
13. Roster of chapter officers, addresses, phone numbers
14. Complete chapter rosters, addresses, phone numbers
15. State Board roster, addresses, phone numbers
16. Past State Presidents and their chapters
17. International Council roster, addresses, phone numbers
18. SERC President, address, and phone numbers
19. International Headquarters address, phone numbers
20. State, SERC, and International Council dues deadlines
21. *Bayou Banter* deadlines
22. Bylaws and Standing Rules
23. Budget
24. Presidents’ theme

**B. Vice-President**

1 Upon election of the Vice-President, he/she becomes President-Elect for the following year and presides in the temporary absence of the President. Upon death or withdrawal of President during the current year, he/she shall become President.

2 Serve as Nominating Chairman

a. Solicit nominations for the five (5) elected offices of the State Executive Board from the chapters of the Louisiana Council. Forward to the individual chapters a letter requesting qualifications of members eligible for the office by the December *Bayou Banter* deadline.

b. Nominations with qualifications must be sent to the nominating chairman, in writing by February 1st, but nominations from the floor will be accepted if the nominee has been approved by the Vice-President 30 days before the convention, then the name can be added to the ballot. Names of candidates for each elective office shall appear on the ballot, which shall be presented by the nominating chairman at State Convention.

c. Names and qualifications of candidates to appear on the official ballot must be submitted to the *Bayou Banter* for circulation by the March issue deadline.

3. Serve as Rush Chairman

a Promote membership growth by assisting chapters with Rush activities.

b. Collect rush calendars from each Chapter by deadline date and report to awards chairman at year’s end.

4. Serve as liaison between the State President and the local convention Chairman.

5. Be responsible for the flowers presented to the Member of the year and Pledge of the year.

**C. Corresponding Secretary**

1. Assist the President with correspondence, keeping a record of each.
2. Submit all reports to International Headquarters.
3. Supply *The Journey* editor regular news items concerning the Louisiana Council of ESA and State chapters.
4. Notify all members of the State General Board of any important announcements.

**D. Recording Secretary**

1. Keep in permanent form, an accurate record of all meetings of the Louisiana State Council of Epsilon Sigma Alpha, Executive Board, and general board meetings.

2. Within 60 days after State Convention, send copy of minutes to the Presiding President and Incoming President for corrections and/or additions.

3. Distribute approved Fall Council minutes within 60 days, and all State Convention minutes within 90 days to each member of the State Executive Board, State General Board, members of the Bayou Angels in attendance at said meeting, International Headquarters, and any incoming executive board member who did not serve on the prior year’s Executive Board.

**E. Treasurer**

1. Bill each chapter for the state dues and issue receipts. Verify each chapter roster and forward any changes to the *Bayou Banter* editor for the official mailing list before Fall Council.
2. Must renew secured Treasurer’s bond at the current renewal rate and submit updated billing information with said company within thirty days following the Treasurer’s installation. A copy of the renewal receipt must be forwarded to the State President within 30 days. In the event the bond is not renewable, the Treasurer must secure a bond for at least $5,000.00 immediately upon installation or notice of cancellation.
3. Render an annual statement of monies collected, disbursed, and on hand in the treasury. Publish an up-to-date abbreviated financial statement in each issue of the *Bayou Banter*. A final profit and loss statement shall be published in the August *Bayou Banter* after approval of the Executive Board.
4. Handle all monies of the Louisiana Council of ESA. Pay all approved bills and submits books for financial review not later than sixty (60) days after the State Convention.
5. Make available to the State President the budgeted amount for their full crown pin.
6. The State Treasurer will pay the following budgeted expenses when receipts have been submitted for expenditures.
   1. Flowers ordered by President and Vice- President.
   2. Registration and full convention room rate for the official International Council representative and SERC representative attending State Convention (representatives will share a room).
   3. Registration and full convention room rate for State President at Fall Council and at State Convention or pro-rated room rate if shared with anyone.
   4. Registration, full convention room rate (maximum 5 nights) or pro-rated room rate if shared with anyone, for the current State President, commercial tourist rate or current mileage reimbursement allowed by IRS (not to exceed tourist rate) to and from the International convention site within continental U.S. for State President. If State President is unable to attend International Council Convention, said expenses will be paid for his/her alternate next in line of office.
   5. Registration and air tourist rate for the State Vice- President to President’s Leadership Seminar by International Headquarters, if he/she has not attended one in last two years.
   6. Registration, full convention room rate (maximum 2 nights) unless shared room, and commercial tourist rate or current mileage reimbursement allowed by IRS (not to exceed tourist rate) to and from SERC conference site for State President, or the alternate next in line of office attending SERC.
   7. State President’s Gavel Guard pin for incoming State President.

7. Budget for the incoming President a working fund of $500.00 to be used for such incidentals as he/she sees fit to take care of State Council business. Receipts to be kept for the Treasurer.

8. Prepare a budget for the forthcoming year to be submitted to:

* + 1. The *Bayou Banter* for publication in the March issue.
    2. The membership for approval at State Convention.

**F. Parliamentarian**

1. See that all meetings are conducted according to *Robert’s Rules of Order, Newly Revised*, settling all controversial motions.
2. Assist any chapter in parliamentary procedures.
3. Receive recommended changes for State Bylaws by February 1st and send compiled list of said changes to the *Bayou Banter* by the March issue deadline so proposed changes can be circulated at least thirty (30) days prior to Convention.
4. Present to the general assembly proposed amendments to the Bylaws.
5. Prepare convention rules to be presented to delegates for voting on at State Convention.
6. Make corrections to amended Bylaws and Standing Rules and email within sixty (60) days of Convention, one (1) copy to the newly elected President for inclusion in the President’s Yearbook. Keep a copy of these updated Bylaws and Standing Rules in the Parliamentarian’s file.

**G. Junior Past State President**

1. Serve as Disaster Fund Chairman, collecting the voluntary monies of the chapters towards the fund and forwarding same to the International Council Junior Past President.
2. Render an annual report of the Disaster Fund at State Convention.
3. Coordinate and conduct leadership seminar at Fall Council.

**H. Bayou Angels (Past State President’s Auxiliary) President**

1. Shall serve on the Executive Board ex-officio, in an advisory capacity.
2. Shall be responsible for Flag Ceremony at State Conventions and transferring the State flags to the incoming Bayou Angels President.
3. Shall present to the incoming President the names of any active Past Presidents willing to serve as the Incoming Awards Chairman no later than February 1st of the convention year so the Incoming State President can make their appointment.

Section 4.

**Appointed Officers and Chairman shall have their duties as follows:**

1. **State Philanthropic Director**
2. Keep all chapters of the State informed of philanthropic work being done.
3. Keep all chapters informed on International and State projects and assist in their support.
4. Ensure monthly report forms are posted on the State Web site. Receive monthly reports from chapters by established dates. Send compiled yearly reports to the International Philanthropic Chairman. Send to the State Awards Chair a complied report of chapters submitting reports by the required deadline as set in the Awards Rules.
5. **Historian**
6. Secure and compile clippings, pictures, and other materials pertaining to the State for annual scrapbook.
7. Compile and present the annual state scrapbook to the outgoing President.
8. **Educational Director**

1. Assist the Chapter Educational Directors in planning his/her educational programs.

2. Provide monthly report forms to the state web site. Receive reports from chapters by established deadline dates. Send to the State Awards Chairman compiled record of chapters submitting reports by the required deadline as set in the Awards Rules. Forward all qualifying entries for International Headquarters awards to the International Educational Chairman by the deadline date.

1. **Chaplain**
2. Prepare and present invocations, blessings, “Thoughts for the Day” and benedictions for Fall Council and State Convention.
3. Conduct memorial services for deceased members at State Convention.
4. Secure from each chapter a list of deceased members and send to International Council Chaplain and SERC Chaplain.
5. Notify other state chapters via the State newsletter of the death or illness of any member or their immediate family.
6. Send a card to the family of the deceased member at time of death. At organization year end, send a memorial gift of $25 to St. Jude Children’s Research Hospital in memory of all the deceased members from that organization year.
7. Send a card when information is received about illness, death, birth, or marriage.
8. Prepare and present reports for Fall Council and State Convention.

**E. Workshop Coordinator**

1. Coordinate workshops for State Convention.
2. Act as a workshop moderator at the State Convention.
3. Prepare and present report for State Convention.
4. **Awards Committee Chairman**
5. Receive recommended changes to the Awards Rules from chapters by February 1st and send compiled list of said changes to the Bayou Banter editor by March 1st.
6. Present recommended changes to the general assembly at State Convention for vote.
7. Arrange for judging of awards entries.
8. Attach copies of chapter reports to award entries.
9. Ensure current forms are available on the web site.
10. Be responsible for ordering and arranging the presentation of all awards ribbons, scrap book, certificates, and a plaque for the State’s Outstanding Member of the Year.
11. Award entries of 1st, 2nd and 3rd place winners must be on display Sunday morning at State Convention, and to be kept on display until adjournment of convention.
12. The Bayou Angels is the governing body of the awards therefore any problems with the awards should be directed to the President of the Bayou Angels.
13. Provide the Recording Secretary with a list of 1st, 2nd, and 3rd place winners of all Louisiana State Awards to be incorporated in the State Convention minutes.
14. **St. Jude Coordinator**
    * 1. Senior St. Jude Coordinator
15. Serve a one-year term providing all chapters with fund raising ideas and projects for St. Jude Children’s Research Hospital and assisting chapters in carrying out fund raising projects.
16. Keep monthly records of all monies reported to ESA headquarters which were received from chapters.
17. Attend ESA St. Jude Coordinator training seminar on behalf of State Council if offered.
18. Present St. Jude awards at Fall Council and State Convention.
19. The outgoing Senior Coordinator along with the incoming Senior Coordinator shall represent the State Council at International Convention and at the SERC Conference in any St. Jude presentation ceremony and shall accept any awards given to the State during these ceremonies. In the event the Coordinators are not in attendance, the State President or his/her designee shall assume this duty.
    * 1. Junior St. Jude Coordinator
20. Serve a one-year term working closely with and assisting the Senior St. Jude Coordinator.
21. Will become Senior St. Jude Coordinator upon completion of term.
22. **Ways and Means Chairman**
23. Coordinate fund-raising projects for the Louisiana State Council of ESA.
24. Projects are to offset Ways and Means goals as set forth in the budget.
25. **ESA Foundation Chairman**
26. Coordinate ESA Foundation support with chapters, keeping them informed of Foundation activities.
27. Serve a two-year term.
28. **Special Projects Chairman**
    1. Serve a one-year term coordinating within the State any special projects that Headquarters, the International Council Board, or the State General Board may recommend (i.e., Hats for Hope, Hope for Heroes).
    2. Make timely reports to the State President and Headquarters as to the progress or results of such projects.
29. ***Bayou Banter* Editor**
    1. Act as Chairman for the State Newsletter seeing that the issues are circulated as mandated.
    2. Forward to State Membership email correspondence received from members as needed.
30. **Website Host** ([www.esalouisiana.org](http://www.esalouisiana.org))
31. Responsible for maintaining and updating website with current issues of the *Bayou Banter* pictures, forms, and information as needed.
32. Within 30 days after State Convention, update Executive Board page on website.
33. Within 30 days after State Convention, update Chapter President's page on website.
34. Responsible for informing State Treasurer of all fees that are to be paid to renew website and domain name within 60 days before renewal date.
35. Responsible for updating email address for correspondence through the website.
36. Responsible for forwarding messages received through the website to the State President or appropriate chapter.

Section 5.

All International Council officers shall be ex-officio members of the State Board and Committees, but shall act in an advisory capacity only, having no voting privileges.

##### **ARTICLE VI. STANDING AND SPECIAL COMMITTEES**

Section1. The following standing committees for the State Board will be appointed on an “as needed” basis by the State President.

* 1. Bylaw Committee
     1. Serve under the Parliamentarian to update and recommend proposed Bylaw changes.
  2. Budget Committee
     1. Serve under the Treasurer to prepare a proposed budget for the coming year.
  3. *Bayou Banter* Committee
     1. Collect and organize information for the State newsletter and distribute to the State Membership.

Section 2. There shall be the following special committees:

1. Financial Review Committee
   1. Two (2) members from any one chapter, other than the chapter of the incoming or outgoing Treasurer, which are appointed by the State President. This committee will be responsible for reviewing the State Treasurer’s books within thirty (30) days of receiving the records from the outgoing Treasurer.
   2. As soon as the review is complete, but within thirty (30) days of receiving the records from the outgoing Treasurer, forwards the results of the review to the incoming and outgoing State Presidents and State Treasurer.
   3. Forwards the books to the incoming State Treasurer.

##### **ARTICLE VII. CONVENTION AND STATE MEETINGS**

Section 1.

1. The State Convention site shall be determined by revised rotation plan as recommended by the Bayou Angels and approved by the membership and recorded in the Convention minutes.
2. All Fall Council meetings will be hosted by Alpha Alpha Chapter at a site of their choosing.

Section 2.

1. The hosting Convention Chapter(s) will retain 100 percent profits above Convention expenses.
2. A chapter(s) hosting a state meeting MUST prepare and submit to the President a proposed budget prior to the said State meeting for their approval. This must be submitted before the general membership votes on the registration fee. A final report of the meeting MUST be prepared and submitted to the President (outgoing) and general membership (via the *Bayou Banter*) no later than 30 days after the meeting. If a chapter loses money hosting a State Convention, the Louisiana State Council will cover one-half of the losses incurred, not to exceed $300.00.

Section 3.

1. The registration fee for State Convention must be approved by the State Membership at the prior Fall Council.
2. The registration fee for the Fall Council must be approved by the State Membership at the prior State Convention.

Section 4.

Hosting chapter(s) will make necessary hotel accommodations for State President for Fall Council and State Convention, as well as the International Council Representatives and/or the SERC Representatives attending these meetings.

Section 5.

There shall be two (2) general State Meetings held annually; one in the spring (Convention) and one in the Fall (Fall Council). Bids for the spring meeting will be voted on in the Fall. The Past State President shall hold a Leadership Seminar in the Fall to concur with the general meeting.

Section 6. Convention Process

A. Convention Chairperson:

* + - 1. Will be appointed by the Host Chapter.
      2. Serves as Chairperson of the State Convention with the following duties:

Works with the President of each chapter/or delegate for convention planning if assistance is needed.

List functions for conventions and gets chapter volunteers, if needed, for each function: registration, Convention booklet, each meal/event table decoration (one or two chapters for each event scheduled and Incoming VP chapter has Saturday night event totally), handouts/name tags, and other functions as needed.

Works with committee chairs to ensure their needs are met, i.e., Awards, Chaplain, etc.

B. Convention Processes

1. The State Convention date shall be determined by the host chapter and approved by the Executive Board.
2. The registration fee for members and cost for guests for the State Convention shall be approved by a majority vote of the membership.
3. The convention booklet shall include the Treasurer’s proposed budget.
4. Fundraisers conducted at the State Council meetings and State Conventions shall be limited to State Convention, State Ways and Means projects, and SERC. Any exception must be approved by the State Council Executive Board.

##### **ARTICLE VIII. ELECTIONS**

Section 1.

Officers shall be elected by secret ballot at the time of the annual spring meeting. They shall assume their office at the close of the annual spring meeting at which they are elected and shall continue in office until the close of the next annual spring meeting.

Section 2.

At the annual spring meeting, nominations may also be made from the floor. Candidates so nominated must conform to provisions of Article IV, Section 3.

Section 3.

The President shall appoint a chief teller and three (3) assistant tellers from the convention delegation. A statement of the election returns shall be given to the President immediately following final count and become part of the records, i.e., Jane Doe 14 votes, Mary Brown 10 votes: total votes cast 24 with Jane Doe receiving the majority.

##### **ARTICLE IX. VACANCIES**

Vacancy for the office of President will be filled automatically by the Vice-President. Other vacancies on the State Board may be filled for the unexpired term by appointment of the State President.

##### **ARTICLE X. FINANCE**

Section 1. Any expense incurred, but not provided for in the budget, shall have approval of the State General Board.

Section 2. All receipts for budgeted expenses for the current organizational year should be given to the State Treasurer at or before State Convention. Any receipts after 30 days from convention of that year will not be considered for payment.

Section 3. All excess monies from the current budget will be carried forward to the upcoming proposed budget to offset the Ways and Means goal.

##### **ARTICLE XI. VOTING**

##### Section 1.

Any member in good standing with his/her chapter and/or the State Council will have one vote on any issue presented, including an absentee ballot sent to the parliamentarian 15 days prior to convention.

##### Section 2.

##### When voting on state officers, a ballot process will be used. Each member present shall come forth with their completed ballot and drop it into the ballot box provided for this purpose prior to the end of the afternoon session. All ballots must be filed with the State Recording Secretary for a period of sixty (60) days.

##### Section3.

##### In the event of only one (1) candidate for each office, the vote shall be by general consent.

##### Section 4.

##### In case of a tie, it is the privilege of the State President to vote or not, as he/she pleases. When the vote is by roll call and there is a tie, the State President’s name shall be called last.

##### Section 5.

##### All matters to be voted on by the Louisiana Council shall be simple majority vote rules.

##### **ARTICLE XII. AMENDMENTS**

Section 1.

All proposed amendments to the Bylaws must be presented to the general assembly at State Convention with General Board’s recommendations and require a majority approval to be passed.

Section 2.

Approved amendments shall go into effect immediately.

##### **ARTICLE XIII. AFFILIATION**

The Louisiana Council shall affiliate with the International Council and the Southeastern Regional Council.

##### **ARTICLE XIV.DISBANDMENT**

Section 1.

A motion to disband must be received by State Executive Board sixty (60) days prior to State Convention and circulated thirty (30) days prior to State Convention. A disbandment vote requires 2/3 majority votes.

Section 2.

In the event of disbandment, the following will apply; all remaining funds in the treasury, after all financial obligations are met, will be donated to a charitable organization of the general membership’s choice. All physical assets, if any, shall be sold and said funds disbursed in a like manner.

Amended: State Convention 2018

Revised: State Convention 2020

Revised: State Convention 2021

Revised: State Convention 2022

**LOUISIANA STATE COUNCIL**

**OF**

**EPSILON SIGMA ALPHA INTERNATIONAL**

**STANDING RULES**

1. A gift to be raffled at Fall Council, such gifts not to exceed $15.00, is to be purchased by the host chapter and reimbursed from the proceeds; profits to be placed in the state treasury.
2. Chapter presidents will submit to the Incoming State President, a complete and current roster of his/her officers and membership; said roster to include addresses, phone numbers and email addresses and is given at the Second General Assembly at the Annual Spring Convention.
3. There shall be eight (8) awards given by the Louisiana State Council at the Annual Spring Convention. They are the Becky Roger Member of the Year Award, Tommy Hebert Chapter of the Year Award, Iris Carter Rush Award, Eloise Collins Educational Award, Betty Hawthorne Philanthropic Monies Award, Dale Norred Philanthropic Hours Award, Rose Ann Mire Disaster Award, and the Bette Cadwell Pledge of the Year Award.
4. The Past State President’s Auxiliary will contribute $30.00 to the Louisiana State Council treasury to help defray operating expenses and will pay the cost of the Member of the Year Plaque.
5. The proposed budget will begin 30 days after Convention to May 31st of the next year.
6. The State President’s yearbook can be purchased for $10.00 per book.
7. The time for publication of the *Bayou Banter* will be from July to June.
8. Door prizes may be presented by the Annual Spring Convention Hosting Chapter. You must be present to win any prize. Pre- registration refund award will be given at Sunday Brunch.
9. State records are to be kept for a period of five (5) years. After that time, they are to be discarded. The only exception to this is the state minutes, which must be kept indefinitely.
10. The judging of the State Awards will be governed by the Bayou Angels. The awards for Philanthropic Monies, Philanthropic Hours, and Disaster Fund will be determined by the Awards Chairman with input from the Past State Presidents Auxiliary. The awards for Member of the Year, Pledge of the Year, Educational, Rush, and Chapter of the Year will be judged by impartial individuals selected by the Awards Chairman.
11. Standing Rules may be amended at Fall Council or the Annual Spring Convention with majority approval of voting delegates.
12. The new Ways and Means Chairman at Annual Spring Convention will present the Ways and Means Project for the coming year. If a cash advance is necessary, it will be presented to the General Board for approval. Advances are not to exceed $500.00. The cash advance will be deducted from the profit of the Ways and Means Project.
13. The interest from the yearly money market fund will be used to supplement the amount of money raised by the Ways and Means Committee.
14. The State Treasurer will send each chapter president by March 31st the number of paid members as of October1st.
15. The State endorsed philanthropic projects are to include persons needing assistance in Louisiana, St. Jude Children's Research Hospital, and Easter Seals.

16. A Chapter in good standing and/or the Louisiana State Council shall be allowed to nominate any qualified member in good standing for a SERC and/or International position.

17. The LA ESA President shall appoint one elected board member to be on the LA ESA checking account with the current treasurer.

Revised: State Convention 2017,

State Convention 2021,

State Council 2021

State Convention 2022