

BREWER INN
INTERNATIONAL LEGAL FRATERNITY
Of
PHI DELTA PHI
UNIVERSITY OF DENVER STURM COLLEGE OF LAW
BYLAWS

I. PURPOSE

The purpose of this organization is to promote the advancement of the highest intellectual, professional, and ethical standards within the University of Denver Law School community. To this end, Brewer Inn hereby establishes as its goal its development into an honor fraternity with minimum grade point average. It will be the responsibility of this Inn and the charge of each of its members to seek excellence in scholastic and ethical standards towards the achievement of this goal.

II. MEMBERSHIP

A member of Phi Delta Phi may not simultaneously be associated with or be a member of any other legal fraternity. A former member of another legal fraternity may become a member of Phi Delta Phi Fraternity by presenting copies of a written letter of resignation submitted to the prospective member's former fraternity and its national headquarters to the Executive Board of the Brewer Inn.

A. Active:

1. To be eligible to become an active member of the Inn, a full-time student must have completed eight weeks of law school, and have a Grade Point Average (GPA) of 3.0 or rank in the top 30% of their class.
2. Part-time or evening students shall be eligible to become an active member of the Inn after completing one semester, and have a Grade Point Average (GPA) of 3.0 or rank in the top 30% of their class.
3. A student is an active member when after meeting the prerequisites of sections one and two said student is duly initiated as a member of Phi Delta Phi and has paid any fees or dues the Inn assesses to its active members. Failure to pay any assessed fees or dues, attend meetings of the Inn, participate in activities of the Inn, or to maintain good academic standing may result in the removal of active membership status.
4. First semester freshman may be invited to become members of Phi Delta Phi in their first semester. Such candidates shall be voted in by a majority of active members in order to be eligible for initiation. These candidates shall not

hold office or be initiated until they have been enrolled for at least eight weeks. Active members have full voting rights, access to all records and property of the Inn, the right to be present and participate in all Inn activities, and may be designated to represent the Inn in Fraternity business.

B. Honorary:

1. To be eligible to become an honorary member of the Inn, a person must be a member of the legal profession chosen for his/her prominence in the law.
2. Honorary members must be of good moral character, be in good standing in the community and their chosen profession.
3. To become an honorary member the candidate must be nominated by an active member of the Inn and receive a majority vote from the general body of the Inn.
4. Honorary candidates must be initiated. The honorary member must remit the initiation fee and complete the initiation form prior to becoming an honorary member of the Brewer Inn.
5. Honorary members may serve as advisors to the Inn. They shall have access to the records of the Inn, the right to be present at all Inn activities, and may be designated to represent the Inn in Fraternity business. Honorary members do not have the right to vote.

C. Discipline, Limitations and Suspension of Membership:

1. Membership in this Inn is a privilege and not a right. Those who choose to become members pledge to uphold the standards, goals and objectives of the Fraternity and Brewer Inn. Upon the determination that a member has willfully or negligently failed to uphold the standards, goals, or objectives of the Fraternity and Inn, that person may be subject to discipline.
2. The Brewer Inn may, by unanimous vote of the officers, take disciplinary action against a Student or Honorary member for; failure to discharge his obligations, responsibilities or duties to the Fraternity or Inn, or for behavior which is in violation with the standards of ethical conduct or the University of Denver School of Law. Prior to any interruption of a member's privileges, the party that shall be subjected to the interruption shall have notice and opportunity to be heard. During suspension such member shall not be entitled to participate in the affairs of the Inn.
3. A member may resign from the Inn provided all financial obligations with the Fraternity are current. Such member shall be relieved of further financial obligations when the resignation is approved by a majority vote of student members.
4. Executive Board members who consistently fail to attend Board meetings may, by two-thirds vote of the general body, be suspended or removed from the Board.

5. Student or honorary members may be subject to discipline for failure to support the programs and activities of the Inn.
6. Fines may be assessed against any member whose action(s) or failure to act costs the Inn a monetary loss of funds or property.
7. Disciplinary action may take the form of; private or public reprimand, restriction or suspension of rights and privileges, monetary fines, suspension, and/or expulsion.

D. Advisors:

1. Advisors shall be chosen by the Magister and approved by majority vote of the Executive Board.
2. Advisors have only an advisory capacity and have no authority to vote.
3. Advisors are to assist the Inn in the carrying out of the term goals and objectives.

III. OFFICERS

A. Only active student members may be officers.

1. Magister:

- a. The Magister shall serve in the following capacities:
 - i. Chief Executive officer of the Inn;
 - ii. Official Representative of the Inn;
 - iii. Chief Liaison Officer with International Headquarters;
 - iv. Executive Officer of the Executive Board.
- b. The Magister shall be responsible for and have the power and authority to:
 - i. Call general and special meetings of the general body and Executive Board;
 - ii. Interpret the Bylaws, subject to the presentation to and approval of the Body;
 - iii. Render a special report of proposed plans at the beginning of the term and accomplishments for the year at the end of the term;
 - iv. Prepare an agenda for each meeting;
 - v. Delegate duties to members of the Inn;
 - vi. The Magister will be the de facto Chairperson of all Executive Board meetings.

2. Vice-Magister:

- a. The Vice-Magister shall serve as the Magister of the Inn and shall preside over general and executive meetings in the event the Magister is absent, is disabled, resigns, is impeached or dies during the term of office.

- b. The Vice-Magister shall be an officer of the Executive Board, the chairman of the Finance committee, the Executive Board representative and member of all other committees, and serve as the membership coordinator.
3. Exchequer:
- a. The Exchequer shall serve as the treasurer for the Inn. In this capacity the Exchequer shall be in charge of the finances of the Inn. Should the Magister and Vice-Magister be absent from a meeting or be disabled, resign, impeached or die during their term of office the Exchequer shall assume the duties of Magister until new officers are elected under the rules of these bylaws. The Exchequer shall serve as the Vice-Chairperson of the Finance Committee.
 - b. The Exchequer shall:
 - i. Take an accounting of all funds, transactions finished or in progress and property owned by the Inn at beginning of the term and present a written report of this accounting to the Executive Board and the general body;
 - ii. The Exchequer shall work with the Magister in the development of the terms proposed plans and should submit a tentative budget for the Inn to the board for approval and will be submitted and adopted by the body at the first meeting of each semester;
 - iii. Take an accounting of all funds, transactions finished or in progress and property owned by the Inn at the end of the term and present a written report to the Executive Board and the general body;
 - iv. Make the accounting records of the Inn available at each meeting of the general body and Executive Board;
 - v. Collect, deposit and disburse all funds of the Inn in accordance with these Bylaws of the Inn;
 - vi. Maintain all financial records accurately;
 - vii. Forward all fees collected from new initiates for the purpose of initiation to the national office within five days after the initiation of said initiates;
 - viii. All funds collected from any source shall be deposited into the Inn Account within five days of receipt by the Exchequer; and,
 - ix. Disbursement of any and all funds shall require the signatures of two officers.
4. Clerk:
- a. The Clerk shall serve as the recording and correspondence secretary for the Inn. Should the Magister, Vice-Magister and Exchequer be absent from a meeting without notice or be disabled, resign, be impeached or die during their term of office, the Clerk shall assume the duties of Magister until new officers are elected under the rules of these Bylaws. The Clerk shall:
 - i. Keep a true, accurate and impartial account of the minutes of each meeting;

- ii. Be responsible for the collecting of the necessary information and forms and the subsequent filing of all forms with the Correspondence Clerk for transmission;
- iii. At each subsequent meeting, have available for the Executive Board and the general body a typed copy of the minutes of the previous meeting and shall read same unless waived;
- iv. Act as Secretary to the Executive board and in that capacity shall keep timely, accurate and impartial records of all proceedings; and,
- v. Develop and maintain a roster of all area Phi Delta Phi member's student, honorary, and alumni.
- vi. Collect all mail and correspondence of any kind regarding the Inn or Phi Delta Phi Fraternity;
- vii. Read, distribute, post and report on the subject matter of all correspondence to the Magister, Executive Board and general body; and
- viii. Make a record of the contents of all correspondence; and

5. Historian:

- a. The Historian shall serve as the recorder and preserver of the activities and history of the Inn.
- b. It shall be the duty of the Historian to:
 - i. Maintain by written and or photographic account of all Inn activities, including but not limited to news clippings of the events and activities;
 - ii. Maintain a copy of the International Constitution, the Inn Bylaws, and maintain a copy of the ritual;
 - iii. Preside over, organize, plan, and structure the initiation of new members;
 - iv. Prepare for publication, articles of the events and activities of the Inn to both the national-office and local media; and,
 - v. Respond to requests for news of recent activities.

IV. EXECUTIVE BOARD

- A. Shall consist of the Magister, Vice-Magister, Exchequer, Clerk, and Historian.
- B. The Board shall act as the planning committee for the body and shall present plans of programs, activities, and events to the general body for approval.
- C. The Executive Board shall have the power to:
 - 1. Formulate policies, designate and terminate special committees, manage the affairs of the Inn, and promulgate for approval by the general body necessary bylaws;
 - 2. Execute all approved plans, events, policies, and programs;
 - 3. Conduct the general business of the Fraternity regarding all approved policies, events, and programs;

4. In the event of an emergency take necessary action to prevent waste, loss, or destruction of Inn property, approved plans, proposals, and events; and,
 5. After due notice and publication of the scheduled date and agenda for a meeting, should the members present not represent a quorum, the board shall conduct the planned and announced agenda for the meeting.
- D. The Executive Board shall meet during the first month of each semester to review and evaluate the progress of goals and objectives.

V. MEETINGS

- A. There will be three types of meetings: general, executive and special.
1. General meetings shall:
 - a. Be held as designated by the Magister;
 - b. The Executive Board shall have the power and authority to call and convene general meetings when necessary;
 - c. Two-thirds of the active members are a quorum;
 - d. The Magister will preside over all meetings unless incapacitated in which case the Vice-Magister will preside; and,
 - e. Have an Administrative Clerk present or have one appointed for that meeting to record the meeting.
 2. Executive Board meetings shall:
 - a. Be held at least twice a semester to plan and review goals and objectives with accomplishments;
 - b. Make necessary adjustments in goals and objectives to facilitate the successful completion of the year's plans;
 - c. Meet as often as is necessary to carry out the business of the Fraternity and Inn;
 - d. May be called at any time by the Magister; and
 - e. Have an Administrative Clerk present or have one appointed for that meeting to record the meeting.

VI. NOTICE

Due Notice shall in all cases consist of one (1) week written notice to the members by posting of public notice in common areas or electronic mail to the member's recorded email addresses. If notice is required over school break or during periods when student members are not in school the section shall authorize the funds necessary for mailing notice United States postage prepaid to members or dissemination via electronic mail.

VII. FINANCES

1. The Inn will operate under the generally accepted accounting principals. The budget will allocate the in-flow and out-flow of all funds available to the Inn and will include but not be limited to: In-flow; dues, allocation from Student

- Bar Association, fund raising, other (gifts, etc.), out-flow; speakers, presentations, other activities.
2. The Executive Board shall propose the assessment dues and fines as necessary:
 - a. The amount dues or fines must be determined by the Executive Board and presented to the body for approval, but in no event will exceed twenty US Dollars per annum.
 - b. All initial dues must be approved by the executive board, by two-thirds vote.
 - c. Any change in the amount of dues must be approved by the executive board, by two-thirds vote.
 - d. Fines may be assessed for late payment of dues.

VIII. AFFILIATION

1. Member:
 - a. It is discretionary with the Brewer Inn to affiliate with any member of Phi Delta Phi regularly initiated by another duly chartered student Inn and attending the school in which the former is located.
 - b. As a condition precedent to affiliation, pursuant to section one, Brewer Inn proposing to affiliate must initiate the request for, and be furnished with, a letter from the Student Inn with which such member was previously affiliated stating that said proposed affiliate was a member of good moral character, had discharged the requisite financial obligations in full to that inn, and, was in good scholastic standing; provided, that if such Inn be inactive, certification shall be furnished by the Clerk-Exchequer that such a proposed affiliate was a regularly initiated member in good standing with the Fraternity.
2. Intra-campus organizational affiliations:
 - a. At its discretion, and with the approval of the other sanctioned University organizations involved, this Inn may informally affiliate with, and mutually cooperate with, other University organizations in the promotion of campus activities, so long as such activities are consistent with the purpose of the Brewer Inn and The International Legal Fraternity of Phi Delta Phi.
3. Inter-campus Phi Delta Phi Student Inn Affiliations:
 - a. At its discretion, and with the approval of the foreign student Inn the Brewer Inn may informally affiliate and mutually cooperate with any Inn in the promotion of Phi Delta Phi activities.

X. PARLIAMENTARY PROCEDURE

Formal meetings will be announced with due notice to the general body. Unless otherwise specified, meetings will be deemed "informal" and will be run by the Magister.

XI. AMENDMENTS TO BYLAWS

Amendments to the Bylaws may be made after due notice and upon a vote of two-thirds of the active membership of the Inn.