



**Alumnae
Group
Academy**

Breakout 2: New Officers

Helpful Links

- [Alumnae Officer Navigation Guide](#)
- [Alumnae Officers Manual](#)
- [Fraternity Standards for Alumnae Groups](#)
- [Alumnae Group Model Bylaws](#)
- [Alumnae Group Budget Template](#)
- [Alumnae Dues Payments Frequently Asked Questions](#)
- [Alumna Initiate Process – Guidelines for Success](#)
- [Founders Day: Planning Guide](#)
- [Resume Skills for Alumnae Officers](#)
- [2024-25 Schedule of Dues and Fees](#)

Websites

- <https://www.deltagamma.org/>
- <https://www.memberplanet.com>
- <https://anchorbase.deltagamma.org/>

Technology Support

memberplanet

- [memberplanet Success Site](#) (website with tutorials and instructions)
- [memberplanet Support Ticket](#) (log a help ticket)
- Officer are not automatically admins

Anchorbase

- anchorbase@deltagamma.org (email for questions)
- Automatic access once you are assigned as an alumnae group officer

OmegaOne - Website administration for alumnae groups

- [OmegaOne Support Ticket](#) (log a help ticket)
 - Software or Login Support > OmegaOne Websites
 - presidents and vp: communications should automatically have access to update the website, but you may not know your password or it needs to be reset. Use this ticket to request admin access for your alumnae group's website

2024-25 Schedule of Dues and Fees

Fees	associations	≤50	51-75	76-99	100+
Annual Fee	\$32	\$54	\$81	\$108	\$162
Insurance	\$25	\$50	\$50	\$50	\$50
Technology	\$30	\$45	\$45	\$45	\$45
Convention	N/A	\$260	\$285	\$310	\$335
Total	\$87	\$409	\$461	\$513	\$592

Core Elements

Within the Fraternity Standards there are core alumnae group elements that groups must meet to be in good standing with the Fraternity.

Operations

- Bylaws approved by the Regional Alumnae Specialist (RAS)/Alumnae Development Consultant (ADC) are approved by alumnae group vote and uploaded to Anchorbase > Operations > Tasks > Alumnae Bylaws by June 15 in years Model Bylaws are revised.
- Hold, promote and document events.
 - Chapters are required to hold at least six events open to the full membership of the alumnae group.
 - Associations are required to hold at least three events open to the full membership of the alumnae group.
 - Founders Day should be one of the required events.

Recruitment

- Have the required number of local dues paid members annually:
 - 20 or more members to qualify as an alumnae chapter
 - 10-19 members to qualify as an alumnae association.

Finance

- Group officers complete annual IRS tax filing and upload submission in Anchorbase > Finance > Tasks > Alumnae Group Tax Filing by November 15.
- Group officers pay all applicable fees and invoices to the Fraternity and Fraternity Housing Corporation (FHC) by deadline set by Executive Offices.

Leadership

- Group is required to have sufficient officers to cover the areas of responsibilities outlined in the Fraternity Constitution.
 - Chapters must have a president and at least three officers.
 - Associations can have no fewer than two officers including the president.