Model Constitution

Enterprise State Community College Example Club

Article I – Name

The name of this organization shall be ESCC Example Club.

Article II – Purpose

The purpose and aim of The ESCC Example Club shall be to promote more involvement in outdoor activities.

Article III – Membership

Section One. Membership in this organization shall be open to any Enterprise State Community College student in good standing with the college and a member must subscribe to the ideals and policies of the club and college.

Article IV – Officers

Section One. Officers consist of:

1. President
2. Vice – President
3. Secretary
4. Treasurer

Section Two. Officers will be elected during the month of (April) by a majority vote of those present at the meeting, and shall take office (immediately or two weeks) following the election. Officers will serve for a period of (one year or one semester). All officers of the organization must be currently enrolled undergraduate students Enterprise State Community College.

Section Three. Duties of each officer:

1. President – will preside over all meetings, conduct all official organizational business.

2. Vice President – also presides at meetings and conducts all official organizational business when the President assigns him/her to do so, or in the President's absence.

3. Secretary – will keep official minutes and records, and is required to distribute and process communications among members.

4. Treasurer – is responsible for keeping accurate records of all financial matters and collecting dues.

Article V – Meetings

Section One. A regularly scheduled general meeting will be held at least (once a semester or more often). Additional meetings will be held if the need arises.

Section Two. A quorum will consist of (25% to 50%) of the regular members.

Article VI – Committees

Chairpersons for committees shall be appointed by the (President and/or Vice – President). The Chairperson will select other members (from among those volunteering).

Article VII – Finances

Dues will be determined by (the President with the approval of) a majority vote of the membership.

Article VIII – Parliamentary Authority

The Parliamentary Authority shall be the revised edition of Robert's Rules of Order, Newly Revised.

Article IX – Amendments to Constitution

Section One. All amendments require previous notice of one meeting prior to discussion and voting.

Section Two. All amendments require 2/3 vote of those present for its adoption.