

# Constitution

## Article I. Name

Section I. This organization shall be known as the Guard SpinClub.

Section II. Any teams that form from members of this club shall be known as the SpinClub at NCSU.

## Article II. Purpose

Section I. The purpose of this club shall be:

A. To provide the students of North Carolina State University an opportunity to learn about color guard and showing and to compete in winter guard competitions.

B. To improve the guard skills of its members through practice, instruction, and competition.

C. To provide an atmosphere where guard members can meet others with the same interests.

## Article III. Membership

Section I. The membership of this organization will be limited to full time/part time students, graduate students, and faculty and staff of NCSU who are interested in color guard/winter guard.

Section II. To become and remain an active member, all members shall:

A. Comply with the university requirements as well as the intramural-recreational sports requirements concerning health insurance, physical examinations and risks, hazards and physical stress forms.

B. Agree to abide by this constitution, and university rules, which apply to campus organizations.

C. Behave in a manner that will bring credit to the SpinClub, the Intramural Sports Office, and North Carolina State University.

D. Be responsible for contributing to the club by way of active participation in the club's fundraising events.

E. Those members interested in holding office for the next year must take part in the "Officer-in-Training" program.

## Article IV. Officers

Section I. The officers of this organization will be chosen from and by the active members of the club.

Section II. The officers of this organization will be President, Vice President, Secretary, Treasurer and Fund Raising Chair.

Section III. Appointed positions shall be Equipment Manager and Web Page Coordinator.

## Article V. Duties of Officers

Section I. The President will:

A. Enforce all provisions of this constitution.

B. Be responsible for reporting to the Club Sports Assistant Director, located in the Intramural-Recreational Sports Office during the first two weeks of the fall semester.

C. Be responsible for submitting medical, health insurance, and assumption of risk forms to the Intramural Recreational Sports Office.

D. Be responsible for representing the club at club events.

E. Preside at all club meetings.

F. Form committees and appoint members for reasons deemed necessary.

G. Be responsible for complying with the presidential job responsibilities as identified in the Club Sports Handbook.

H. Schedule club meetings.

I. Prepare a budget at the end of the spring semester.

J. Update the web page on a regular basis.

K. Post member information.

L. Post show results.

M. Post general club information.

Section II. The Vice President will:

- A. Preside at all club meetings when the President is unable to attend.
  - B. Assist the President when needed.
  - C. Be responsible for all facility reservations.
  - D. Be responsible for recruitment.
  - E. Be responsible for publicity of the club for each meeting.
  - F. Schedule educational/informational meetings, at least one per month.
  - G. Make any and all necessary arrangements for the banquet
1. Awards to be presented at the banquet shall include: Most Spirited, Most Dedicated, Most Improved

Section III. The Secretary will:

- A. Take the minutes of each meeting and email them to all club members who are on the list-serve.
- B. Conduct correspondence for the club and update the club roster.
- C. Have club stationary ready to use for club purposes.
- D. Be responsible for maintaining attendance reports.
- E. Keep a record of all directions to shows and maps when available.
- F. Keep member emergency contact information to be used to contact a member when they are at a winter guard event.
- G. Type a list of all members with their pertinent information and make copies available to all members by the third meeting of the year.
- H. Be responsible for making a club scrapbook for the year, which includes written, complete history, names and events.
- I. Be responsible for attaining pictures from each SpinClub event of the year.

Section IV. The Treasurer will:

- A. Keep an accurate record of all accounts.
- B. Be responsible for monthly reconciliation of the club accounts.
- C. Collect dues and make deposits in a timely fashion.
- D. Provide a treasurers report at least once a month at meetings.
- E. Assist the President in budget preparation.

Section V. The Fund Raising Chair will:

- A. Find and promote fundraisers
- B. Make any necessary arrangements to accommodate fundraising

Section VI. The Sponsor Chair will:

- A. Find and negotiate with possible sponsors
- B. Seek the approval of the executive committee to "compensate" beyond set guidelines of the committee.
- C. Properly compensate sponsors through banners, web pages etc.

Article VI. Club Advisor will:

Section I. The Club Advisor will be a member of the faculty or staff of North Carolina State University and will be selected by the members of the club.

Section II. The Advisor will:

- A. Attend a minimum of three business meetings of the club, preferably the first business meetings of the fall and spring semesters and the final meeting of the spring semester.
- B. Approve all club functions.
- C. Attend club outings whenever possible.
- D. Serve as an information source and provide guidance.
- E. Advise the club in making its yearly budget.

Article VII. Elections

Section I. Quorum must be present for elections to be held.

Section II. Quorum is defined as more than half of all active members.

Section III. Officers will be elected by a majority vote.

Section IV. Members must be present to vote.

Section V. The officers will serve for one school year that begins in August and ends in May.  
Section VI. New officers will be elected at the last business meeting of the school year.  
Section VII. Officers may be removed from office by a majority vote of at least two-thirds of the total membership, providing that all members have been notified of the impeachment proceedings.  
Section VIII. Officers may succeed themselves as long as the members of the club continue to elect them.  
Section IX. Eligibility to run for any office is granted if the member running has attained his/her 6 "points" for the semester in which he/she is running for office. With the exception being the first year of the SpinClub.

#### Article VIII. Executive Committee

Section I. The Executive Committee shall consist of the President, Vice President, Secretary, Treasurer, Fund Raising Chair, Faculty Advisor, and the president from the preceding year.

Section II. Powers of the Executive Committee will include:

- A. Making recommendations on policy and policy changes.
- B. Making recommendations on purchases and expenditures.
- C. Enforcing the provisions of the constitution.

#### Article IX. Dues

Section I. Dues will be determined by a majority vote of members present at the first business meeting of the fall semester and approved by the club sports coordinator.

Section II. Each member will be responsible for their semester dues, plus the price of their equipment.

Section III. Dues must be paid by the third business meeting of the year or the delinquent member is excused from the club and will remain inactive until dues are paid in full.

#### Article X. Activities

Section I. Club activities will include club meetings, workshops, fund raising events, social events, practices, and competitions.

Section II. There will be a minimum of two business meetings per semester.

Section III. All club activities are subject to approval by the club sports coordinator.

#### Article XI. Amending the constitution and by-laws

Section I. The constitution can be amended by a majority vote of at least one half of the total membership, or quorum.

Section II. All amendments will be in accordance with university policy and subject to approval by the club sports coordinator.

#### Article XII. By-laws

Section I. Policies and procedures will be approved by a majority vote of at least one half of the total membership, or quorum, and the club sports coordinator.

Section II. A member exhibiting unsportsmanlike conduct may be voted out of the club by a majority vote of at least one-half of the total membership and approved by the faculty advisor and club sports coordinator.

Section III. All club activities must be in compliance with the guidelines of the club sports program of the intramural-recreational sports coordinator.

Section IV. This constitution will be updated each year no later than October 15.

Section V. Should the SpinClub at NCSU become inactive or disband and a new SpinClub has not formed within one year, all property of the club shall become property of the intramural club sports office.

July 10, 2003