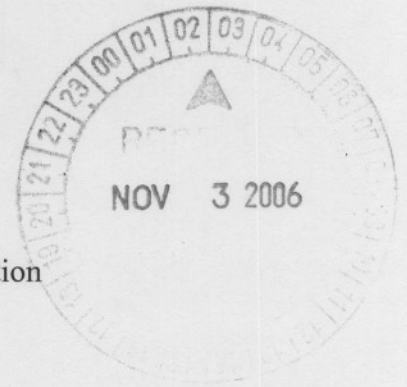


Bloomsburg University  
Constitution  
Of the  
Bloomsburg University Women's Club Soccer Organization



**Article 1- Name**

Section 1- The name of this organization shall be Bloomsburg University Women's Club Soccer.

**Article 2- Purposes**

Section 1- The purpose of this organization shall be: to provide an alternative extracurricular activity for women interested in playing soccer, but not on a varsity level.

*WS  
Approved  
11/7/06*

**Article 3- Membership**

Section 1- The Bloomsburg University Women's Soccer Club consists of the following members: president, vice-president, treasurer, & secretary. It will also include any interested university students.

Section 2- You must be a student at Bloomsburg University currently attending classes.

**Section 3- Students must be academically eligible and must meet the universities social requirements as well.**

**Article 4- Advisor**

Section 1- The advisor will be an individual willing to oversee our team.

Section 2- The role of the advisor is to assist with resource questions and attend whenever possible. He or she may also help plan events **& help with the organization budget.**

**Article 5- Officers**

Section 1- The officers of Bloomsburg University Women's Club Soccer shall be the president, vice-president, treasurer, & secretary.

**Article 6- Duties of Officers**

Section 1- The president of Bloomsburg University Women's Club Soccer serves as a liaison between the university and other members of the club team. She will operate the club in compliance with the policies outlines in the Sport Club booklet. She will also inform and assure the compliance of all other club members to the sport's club and university policies. In addition, she will submit the sport club annual registration form to the Director of the Student Recreation Center and submit and update the membership roster with the Director. The president will be in charge of completing and submitting an

incident report for all injuries requiring medical attention to the Director. Lastly, she will submit an annual budget proposal to receive club funding and make sure all financial obligations incurred by the club are met and will coordinate and promote fund raising activities.

Section 2- The vice-president of Bloomsburg University Women's Club Soccer will take the place of the president in the event that she cannot attend a meeting and will assist the president with her duties.

Section 3- The secretary of Bloomsburg University Women's Club Soccer will keep records of all meetings, records the attendance by members and conducts correspondences.

Section 4- The treasurer of Bloomsburg University Women's Club Soccer will be responsible for obtaining and reviewing the treasurer's manual from the Community Activities Office, and following all policies regarding the financing of student organizations. She will also collect dues from members and ensures the prompt deposit of dues to the Husky Fund. In addition, she will maintain records of receipts and expenditures, submit bills for payment, ensure club monies are used properly, & works with the president to prepare and submit a budget request.

#### **Article 7- Elections**

Section 1- Introduction of new officers shall take place at the first regular meeting in the fall.

Section 2- All members shall participate in a "show of hands" vote, in which all participants present will be involved.

Section 3- The vote shall take place at the end of the spring semester.

#### **Article 8- Executive Committee**

Section 1- Membership of the executive committee will consist of the officers previously stated.

#### **Article 9- Executive Committee Duties**

Section 1- The executive committee shall meet 20 minutes before each meeting for purpose of formulating an agenda.

Section 2- The executive committee shall make decisions of an emergency nature whenever necessary.

#### **Article 10- Dues & Fees**

Section 1- Dues and fees will be set based upon the number of participants.

Section 2- Each member will be required to pay that set amount in order to participate.

Section 3- This fee will cover gas fees, uniform costs, and any other necessary finances.

### **Article 11- Meetings**

Section 1- Meetings shall be conducted at least 3 times a semester during the academic year at a regularly scheduled time decided by members.

Section 2- The president can call special meetings whenever necessary.

Section 3- In the event that a member cannot attend a meeting they will be filled in on the news by the secretary.

Section 4- Members must attend all meetings unless excused by an officer prior to the meeting.

### **Article 12- Quorum**

Section 1- A minimum of 10 voting members and all officers shall be present in order for regular business to be conducted.

### **Article 13- Amendments**

**Section 1- Any member of the organization shall be able to propose an amendment.**

Section 2- All amendments shall be presented to the executive board in writing.

Section 3- All amendments shall be voted upon at the ensuing meeting of the executive board after which they were presented.

Section 4- Amendments shall be passed by  $\frac{3}{4}$  vote of the quorum present at the meeting.

**Section 5- All amendments are subject to the approval of the Committee On Student Organizations.**