

LSSU Anime Club Constitution

Contributed by Anime Club
Monday, 18 August 2008

We the members of the Anime Club are dedicated to Anime as a hobby, an outlet of expression, and as a legitimate form of entertainment. Our goal is to create an environment where people come together, meet other fans, convey their creativity, and confirm their mutual appreciation for this art form.

Article I. Membership

A. Membership Classes

There are three different classes of membership:

General Member: This membership level is for anyone who has an e-mail address so that we can send them any newsletter or event notification. Anyone is welcome to be a general member; they are not even required to be students. General members do NOT have the privilege of borrowing tapes from the Member library or voting in officer elections.

Full Member: Full members are allowed to borrow tapes from the club library and vote in officer elections. Full members must be current Lake Superior State students, and the Anime Club must have on record their full name (as it appears in LSSU records) and Student E-mail. This is to verify that Full Members are indeed students, and to ensure the safety of items borrowed from the club library.

Officer aka Lackie: Full rights as a full member, however Officers are given responsibility of helping and assisting running the club, club events, and overseeing the general activities of the club.

B. Non-Discrimination

It is the policy of the Anime Club that no person on the basis of race, color, gender, color, religion, national origin, ancestry, age, familial status, height, weight, marital status, handicap, disability, political affiliation, sexual orientation, veteran status, demonic possession, hair color, size of eyes, Mech model, wizard mastery, martial arts status, length of cape, degree of Otaku-ness, a Pirate or ninja, sharpness of ones nose, divine orientation, cybernetic implants, power level, emotion ineptitude (emo), etc., shall not be discriminated against in any way.

Article II. Officers

Officer Elections

Elections will be held at a pre-announced meeting at the beginning or END of each semester for new officer positions. There is no term limit set for officers.

Officers are elected via a majority vote of the Full Members present at the meeting. In order to run for a position, a candidate must have two nominations. Anyone wishing to run for a position must be present at this meeting, unless this is impossible and other arrangements are made before this meeting.

Requirements for becoming an officer

All Officers must be Full Members, and must have been members (General or Full) of the club for at least one semester. All Officers are expected to maintain a 2.0 GPA or higher, in order to be eligible for office. Officers must remain off academic probation, and successive semesters on probation could justify their elimination as an officer.

Duties of Officers

The President, aka the Overlord, will be responsible for the overall operation of the club, and should give the club order and direction. The President must maintain communication with the University. He also assumes the primary responsibility for club events, although all the officers are required to contribute their time to events. It will be the President's duty to help acquire the anime and materials for the events, as well as coordinate with the other officers what must be done. The President will aid the Publicity officer in event promotions. The President will fill the duties of the Treasurer and Vice-President if they are relieved of their duties or unable to perform them. The President will be responsible for making sure the other officers perform their duties. The President will have access to the club funds. The President should be an orderly individual and natural leader.

The Vice-President has the responsibility of communicating with the club's membership. The Vice-President is responsible for maintaining communication other area anime clubs. The Vice-President will bear most of the

responsibility of assisting in getting licenses for public viewing. The Vice-President will fill the duties of the President or Secretary if they are relieved of their duties or unable to perform them. The Vice-President should be an outgoing individual, and a good communicator.

The Secretary will deal with the club library and equipment, and club records and information gathering. The Secretary will be responsible for keeping the library in order, making sure borrowed tapes are returned, and making sure no tapes are missing. The Secretary will be responsible for maintaining the club e-mail list, including adding new members, changing e-mail addresses, and removing people who wish to be removed. The Secretary is responsible for maintaining the club roster, and ensuring the list of Full and General Members are kept up-to-date. The Secretary will be responsible for gathering the surveys at the end of each meeting and glean useful information from them. The Secretary will be responsible for making sure sign-in sheets, when needed, and pens are available at each club meeting and event, and will be responsible for using the sign-in sheets to maintain the e-mail list and rosters, and to keep track of attendance. The secretary should be an organized and orderly individual, with at least a little computer skill.

The Treasurer will keep records of club funds, and represent the Anime Club on the Fund Management Board for the Special Interest Group. The Treasurer should keep his/her records of the club funds accurate at all times, and update the other officers on the monetary standing of the club. The treasurer will bear the primary responsibility for putting together the club's budget every year. The Treasurer's responsibility of attending Fund Management Board meetings is imperative, and the Treasurer MUST see to it that he/she attends or has another officer attend ALL such meetings. The Treasurer will have access to club funds for club purchases. The Treasurer should be a level-headed and well-tempered individual and a good negotiator, and be organized and have at least a little bit of a head for numbers.

The Forum Manager is responsible for writing e-mails to the club membership announcing special events, and answering most of the e-mails received from the membership. Also, the Forum Manager will be in charge of maintaining the web site, and writing the surveys for weekly meetings. The Forum manager must become a master of the LSSU website as it is the club's primary source of communication. The forum manager must be competent with computers and computer networking.

The Publicity Officers are charged with promoting the club and its activities through the use of Internet forums, posters, and through social interaction. The Publicity Teams primary focus is to extend the reach of Anime Club to those who are normally unaffected by the postings on the LSSU website. Publicity Officers should be people who highly social, creative, and understand the essentials of advertising.

The President's Proxy is a responsible person whose duty is to attend President's Council on behalf of the club President. The President's Proxy will be allowed to voice ideas, counsel, and even vote at Officer meetings though not a full Officer. They are to be kept aware of all needs, spending, events, and general operations so they can make a full and correct presentation at Council meetings. This position is not a mandatory one to be filled.

Impeachment

If it becomes necessary to impeach either the Secretary or Treasurer, a special meeting will be called. The officer in question will be permitted to defend him or herself, before the President calls a vote after a reasonable time. A majority vote is needed, with at least either the President or the Vice-President voting in favor of impeachment. The officer in question will not be permitted to vote.

Impeachment of either the President or Vice-President will follow the same procedure as above, with a few exceptions. The Secretary will call the vote. The vote in favor of impeachment must be a majority vote with one vote being from either the President or the Vice-President, depending on who is being impeached.

Officer Absenteeism

Officers are expected to attend officer meetings. An officer is only allowed to miss 3 officer meetings in a semester, with unexcused absences. Excused absences are out of town (with prior notice), marriage in the family, death in the family, car wreck, etc. If an officer takes more than 3 unexcused absences the officer in question will be automatically relieved of their duties after the 4th absence.

Officers are also expected to attend weekly club meetings and events. An officer is allowed to miss up to 6 club meetings or events in a semester, with unexcused absences. Excused absences are the same as listed above. The officer in question will be automatically relieved of their duties after the 7th absence.

Officer Replacement

In the event that an officer resigns, is impeached, is relieved of their duties due to absenteeism or academic probation, or is rendered unable to perform their duties due to long-term illness, injury, or other unexpected events, their duties shall be assumed by their appropriate replacement (see officer descriptions above). A special meeting will be held to elect a

replacement as soon as possible.

Article III. Club Events

The goals of the club will be accomplished with club events. It is the responsibility of the club officers that these events take place consistently.

Weekend Meetings

There will be a club meeting bimonthly of the Fall and Winter semesters, except holiday weekends. These events will be specially promoted, because these meetings will usually feature showings (2-10 hours) of various anime, but club business will be handled at these meetings as well. Surveys shall be taken at each meeting to determine how club members like what was seen, and what they would like to see at future meetings. Members wishing to view a certain title, must be responsible to acquire the permission. The Vice President may help, but its responsibility lays on the member's shoulders.

Week night Events

There will be at least one weeknight meeting during each week, in the Fall and Winter semesters. These events will be specially promoted. Generally, they should take place at locations other than the location of the weekend meetings, and topics of concern or interest will be discussed.

FORUM EXCHANGE

The Anime Club members may participate in the clubs forum sharing. Forum sharing will be hosted on the LSSU website. All full-time members are allowed to register any items such as, Anime, Manga, Movies, etc… By signing a contract, two or more parties are bound together until all items have been returned; if all items are not returned, and in original condition, the party responsible for the breach in contract must reimburse the victimized party in full. A full list of each member’s accessible library is available upon request from the secretary.

Article IV. Borrowing of Club Property

Who can borrow items

Any Full Member is allowed to borrow up to three items from other club members and hold them for one week. After which time they are to be returned to the owner.

Penalties for non-return of borrowed items

Any item borrowed from the club is due back one week after the date originally borrowed. If it is not returned on that date it will be considered late. The borrower will be notified.

Any item that is late will be given a one-week grace period in which no penalties will be applied. If by the end of the grace period, member property has still not yet been returned, the offending member is warned that if the items are not returned, they will be charged fees of the following:

\$1.00 for the first week of non-compliance of returning item.

\$2.00 for the second week of non-compliance of returning items.

If the items are not returned after the third week, the offender will be charged with the items’ predetermined retail price.

If an item is lost or damaged the offending member will be charged replacement cost of item.

All fees not associated with replacement cost will be donated to Lake Superior State University Anime Club Account.

If any member has fees due or late tapes out, borrowing privileges will be revoked until all tapes are returned and fees paid. If tapes are returned more than a week late twice in a semester, that member's borrowing privileges will be revoked for the remainder of the school year.

Article V. Disbanding the Club.

Should the club ever dissolve, its members understand that they are not permitted to keep club property. A sale of any property will be held on campus, with members, permitted to purchase club property along with non-members. The club officers will oversee the sale, accepting only reasonable offers for club property. All money and proceeds will then go to the Lake Superior State University International Scholarship Fund.

