

LSSU College Republican Club

By-Laws

ARTICLE I – NAME AND LOCATION

The name of this organization is the COLLEGE REPUBLICAN COMMITTEE, and its principle location will be at Lake Superior State University in Sault Sainte Marie, Michigan, U.S.A.

ARTICLE II – MISSION STATEMENT

It is the purpose of the LSSU College Republican Club to offer an opportunity to like minded people in both a social and political setting; uniting the conservative voice at LSSU.

ARTICLE III – GOALS AND PURPOSES

- A. To assist and promote growth of the republican ideology on and off the campus of LSSU.
- B. To give an opportunity for students to get properly informed on various issues, and candidates.
- C. To offer a social setting for conservatives and republicans.
- D. To offer events and speakers at LSSU and surrounding community.
- E. Aid and assist in the improvement of the community.

ARTICLE IV – MEMBERSHIP

Section One

One may attain voting member status by attending three out of four consecutive regular meetings or by a majority vote of current voting members.

Missing two consecutive regular meetings without being excused will result in a loss of voting status.

Section Two

Anyone who wishes can be a non-voting member.

ARTICLE V – OFFICER RESPONSIBILITIES

Section One

The officers shall consist of the President, Vice-President, Treasurer, Secretary, and Chair of Public Relations. All positions will be elected for terms of one (1) year.

Section Two

The officers of this organization are required to attend the club meetings. If those officers fail to attend the meetings for more than two meetings and are unexcused, the other officers shall assume the duties and responsibilities of said officer until an emergency election can be held.

Section Three

In case of a vacancy for any reason other than what was established in the previous section, the other officers will assume the duties and responsibilities of that vacant position(s) until such a time that a replacement can be elected from the membership. In the case of the President's position becoming vacant for any reason, the Vice-President will assume all duties and responsibilities of that position. The new President may then appoint a Vice-President upon approval from the membership at the next general meeting.

Section Four

The officers of this organization will meet at the beginning of the school year in order to discuss the agenda and goals for the coming school year prior to the first general membership meeting of the year.

ARTICLE VI – OFFICERS

Section One

The officers of this organization shall have and exercise powers and duties as specified below and shall consist of the following:

- A. The **President** shall be responsible to the officers and shall remain a member of this organization during his or her term in office. The President shall preside at all meetings of the organization and assume command at all times. The President must come to each meeting with an agenda and is the final check and balance for decisions of this organization. In the event of a tied vote, the President will have the deciding vote. The President will oversee the duties of the other officers, ensuring their responsibilities are carried out. The President will represent this organization in the President's Council and the Michigan College Republican Federation; he or she will provide a report of said meeting to keep the membership informed of what has transpired. He or she shall be an ex-officio member of all committees. The President will inform the Faculty Advisor of this organization's status.
- B. The **Vice-President** shall perform all of the duties and responsibilities and exercise the authority pertaining to the President in the absence of the President and other such duties as may be assigned to him or her by the President. The Vice-President shall be and remain a member of this organization during his or her term of office. The Vice-President is responsible for keeping order at all

organization-sponsored activities. The Vice-President shall be an ex-officio member of all committees. The Vice-President shall represent this organization in the bi-weekly President's Council meetings in the event of the President being unable to attend said meeting. The Vice-President shall present his or her bulleted report of that President's Council meeting he or she attended during the following meeting of this. The Vice-President reports to the President.

- C. The **Treasurer** shall receive all contributions, dues, payments, and other funds for and in the name of this organization and deposit them into the bank or banks as the officers may select and draw thereon by check for payment of bills approved by the President or the majority of the officers. The Treasurer shall keep records of budgets and all appropriations authorized by the officers and maintain regular books of account. The Treasurer shall submit oral reports as to the state of the finances of this organization at each meeting of the organization. Written reports of the financial activity of the organization will be submitted to the President each month. The Treasurer shall be held to a higher standard in regards to maintaining strict accountability of the funds for this organization. Any deviance will be dealt with by the officers first and the membership second. The Treasurer reports to the President.
- D. The **Secretary** shall record and take custody of the minutes of all meetings of this organization, will be responsible for attendance at general meetings, and will perform such duties as may be assigned by the President. The Secretary shall be responsible for keeping the by-laws in order and maintained, and for keeping all activities in a schedule so that activities do not overlap.
- E. The **Chair of Public Relations** of this organization shall be responsible for promoting this organization and for advertising events. Letters of thanks to individuals or groups giving presentations for the benefit of this organization shall be written by the Chair of Public Relations and approved by the President. He or she shall take responsibility for introducing guest presenters when the member who invited the guest is unable to attend the event. The Chair of Public Relations reports to the President.

Section Two

Each officer of this organization shall remain a member in good standing during his or her tenure of office.

Section Three

Any officer other than the President may resign at any time by giving written notice to the President to that effect. The President may resign at any time by giving written notice to the membership to that effect. Any officer may be removed from office, with due cause and due process, by a two-thirds ($\frac{2}{3}$) majority vote of the entire membership.

Section Four

Any officer missing two (2) or more meetings in a row without being excused will be brought before the membership for review of their position as an officer of this organization.

ARTICLE VII – PROCEDURES

Section One

General meetings of the membership shall be at least held bi-weekly during the academic year, as established by Lake Superior State University, with special meetings to be determined as necessary. The fiscal year of this organization shall be in accordance with the academic school calendar of Lake Superior State University. This organization will be dormant from regular activity from the end of the Spring Semester until the beginning of the Fall Semester, also determined by Lake Superior State University.

Section Two

Election of officers shall be governed by the following set of guidelines:

- A. Beginning the first meeting after Spring Break, as determined by Lake Superior State University, nominations for President will be accepted by the membership. Anyone may make a nomination and candidates accepting nominations for this position must have at least one (1) semester prior service as a voting member.
- B. The second meeting after Spring Break, nominees for President will provide a short address to the membership including major course of study, goals as President, and accomplishments. A question-and-answer session will follow the nominees' addresses. At the conclusion of all nominees' addresses, the membership will vote using a secret ballot. The ballots will be counted by the two (2) highest-ranking officers not involved in the election. At the conclusion of the President election, nominations will be accepted by the membership for the remaining officer positions.
- C. The third meeting after Spring Break, officer nominees shall provide a short address to the membership with the same guidelines as the President. Nominees for the remaining officer positions shall have at least one (1) year experience as a member. Following the addresses by the candidates, the membership will vote on the positions using a secret ballot. The ballots will be counted by the current President and Vice-President. If the current President or Vice-President is involved in the election, the President-elect and Vice-President-elect will fill in as necessary.
- D. Elected persons shall work under the current officers to gain an understanding of the position to which they were elected. At the end of the fiscal year, those elected will assume all responsibilities of their respective positions.

Section Three

Allocation of organizational funds shall require a two-thirds vote of present voting members.

Section Four

Outer-organization contact by any member or representative of this organization using the name of the **LSSU COLLEGE REPUBLICAN CLUB** to any individual or entity shall be affected through the following guidelines:

- A. The representative of this organization desiring to make outside contact shall express this desire to the Vice-President. If a telephone or personal contact is the preferred method, the requestor shall approach the Chair of Public Relations directly.
- B. The Vice-President will approach the Chair of Public Relations with the proposed contact. Upon approval through the Chair of Public Relations, the membership will approve or disapprove of the written, printed, or verbal information to be delivered to the outside entity.
- C. Final approval for any contact shall be determined by the President. Any written document or printed material shall be placed on an organization letterhead.

ARTICLE VIII – AMENDMENTS TO BY-LAWS

Section One

The by-laws of this organization or any part thereof may be amended only by a fourteen day written notice to the membership. Amendment requires a two-thirds majority vote by the membership present of this organization.