

Elizabethtown College
History Club Constitution

Section I. Name

The name of the club shall be: the History Club of Elizabethtown College.

Section II. Functions

To promote meaningful understanding of history and participate in historical activities.

Section III. Membership

The membership will be open to anyone who is interested in becoming a member of the History Club.

Section IV. Officers

A. The Officers of the club shall be:

1. President
2. Vice President
3. Treasurer
4. Secretary
5. Vice Secretary
6. Club Representative
7. Historian

B. In annual elections if so permitted Co-Presidency will be permitted. If not all club officer positions are filled, the responsibilities of those positions shall be given to those that are officers.

Section V. The Duties of the Officers

A. President

1. To preside over all meetings.
2. To call and plan biweekly meetings for the club.
3. To appoint committees to handle special programs and events

B. Vice President

1. To assume the office of President should it become vacant
2. To preside over meetings and run agenda with President

C. Treasurer

1. To keep accurate accounting of the financial affairs of the club.
2. To handle all financial and business aspects of the club for fundraising events.

D. Secretary

1. To keep accurate minutes of the club meetings.
2. To send email to club members of the minutes from club meetings.

E. Vice Secretary

1. To handle all publicity of the club

F. Club Representative

1. To attend all Club Council Meetings and report back to the club
2. To attend any special meetings of O.S.A. and report back to the club

G. Historian

1. To handle and run club board and scrapbook
2. To work on creating Publicity with Vice Secretary

Section VI. Election of Officers

- A. Any member who has been in the history club for one semester may run for an officer position.
- B. Elections will take place before the Final Examination period during the spring semester.
- C. All candidates must be nominated by two current members of the club, one of whom being an officer.
- D. The election will be by sign of hands in an open election
- E. If tie occurs, the President, Vice President, and Treasurer will break the tie.

Section VIII. Dues and Fundraising

- A. Shall be decided at club meetings

Section IX. Amendments

- A. This Constitution may be amended only by current officers of the club and must be approved by both President and Vice President
- B. All amendments must be submitted to and approved by Student Senate.