

Students Creating Really Awesome Pages (SCRAP)

Student Group Constitution

Article I

The name of this organization shall be the Students Creating Really Awesome Pages (SCRAP) Student Group. The SCRAP club shall fall under all Elizabethtown College policies and jurisdiction under the Office of Student Activities and Student Senate.

Article II

The object of the student group shall be to promote and allow students at Elizabethtown College to express themselves and their memories through their own creative ideas and scrapbooking techniques.

Article III

Section 1. Any Elizabethtown College full-time student will be eligible to join the SCRAP Student Group.

Section 2. The initiation fee shall be \$5 per member. Once the initiation fee is paid, it covers the initiation fee and the first year dues.

Section 3. The annual fee shall be \$5 per returning member.

Article IV

Section 1. The officers of this club shall be the President, Vice President, Secretary, and Treasurer.

Section 2. The officers shall be elected by ballot at the last meeting of the Academic year to serve a term of one year and until their successors are elected. Their term of office shall begin upon adjournment of the meeting during which time they are elected.

Section 3. No person shall hold office if he/she is not a member, and no member shall hold more than one office at a time.

Section 4. Duties of the officers:

- a. President. The President shall preside over meetings and enforce the Club Constitution. Any issues or concerns that come about will be dealt with by the President and the other three members of the Executive Cabinet of the SCRAP Student Group. New amendments shall be presented and explained by the President.

b. Vice President. The Vice President shall serve as assistant to the President, and will serve as an interim officer if the President is vacant from a meeting. Vice President shall also serve as the primary recruitment officer for the club.

c. Secretary. The Secretary shall serve as custodian of all records of the SCRAP Student Group. The Secretary shall record all discussions and business performed during meetings of the Club, and shall report the minutes to the Student Group at the following meeting. The Secretary shall also distribute said Student Group minutes to active members so the members may review them. The Secretary shall also be in control of the Student Group email account and the ensuing correspondence therein. The Secretary shall also be responsible for re-activating the Student Group's charter with the Office of Student Activities at the beginning of every Fall term. The Secretary shall also update any officer or member contact information as needed.

d. Treasurer. The Treasurer shall maintain accurate records of all financial concerns of the Student Group. The Treasurer shall allot monies as mandated by the membership of the SCRAP Student Group. The Treasurer shall also attend Senate Funding Meetings and be responsible for applying for funding from said organization as needed.

Article V

Section 1. A regular meeting of the SCRAP Club shall occur on dates previously determined by the President and agreed upon by the members of the SCRAP Student Group.

Section 2. A special meeting shall be held upon the decision of the President.

Section 3. Members shall be reminded by the Secretary three (3) days before each meeting. If the President so chooses to hold a special meeting at his/her discretion, all members shall be informed of this special meeting as soon as possible.

Section 4. A quorum shall be obtained when two-thirds (2/3) of the dues-paid membership is in attendance of a given meeting or activity.

Article VI

When a vote is necessary, a quorum must be reached first, and then a two-thirds (2/3) vote in the majority favor shall be reached in order for the new act to be effective. The Secretary shall record all votes so they may be reviewed within the distribution of the Club minutes. Any member may bring an act or amendment or topic up for review and vote. The President must abstain from voting except in the instances of ties.

Article VII

Section 1. This Constitution may be amended at any regular meeting by a two-thirds (2/3) vote of the members present, provided that notice of the amendment was given to the members at least three (3) days in advance.

Section 2. Upon ratification, amendments shall be sent to the Student Senate Judicial Committee and shall be put into effect upon approval from the committee.