

ART AND DESIGN CLUB

CONSTITUTION

ARTICLE I Name of this Organization

The name of this organization shall be the Art and Design Club.

ARTICLE II Purpose of this Organization

The purpose and goal is to beautify and educate our school and community through the arts and the creative process of designing, sketching, and painting.

ARTICLE III Membership

1. Any Las Positas College student is eligible to join any club.
2. Membership is limited to Las Positas College students only.
3. There shall be no membership dues, just bring your talent.

ARTICLE IV Qualifications and Election of Officers

Section 1: Officers will be President, Vice-President, Treasurer, ICC Representative.

Section 2: Executive Council consists of President, Vice President, and Treasurer.

Section 3: Club elections will be finalized at our first group meeting.

ARTICLE V Duties of Officers

Section 1: President

- A. Presides over all meetings.
- B. Calls special meetings.
- C. Carries out all provisions of the Constitution.
- D. Appoints committees and chairmen.
- E. Oversees all committee activities and projects.
- F. Contacts group members when needed.

Section 2: Vice-President

- A. Assumes duties of the President in his/her absence.
- B. Performs any duties delegated to him/her by the president.

Section 3: Secretary

- A. Takes meeting minutes, keep records of meetings and votes

Section 4: Treasurer

- A. Handles funds and finances for the club.
- B. Keeps financial records and collect dues.
- C. Pays bills and release funds as votes by the general membership.
- D. Makes financial reports when called upon to do so.

Section 5: Inter-Club Council Representative

- A. Attends all ICC meetings.
- B. Report the results of ICC meetings to the club.
- C. Helps coordinates "Club Day."

ARTICLE VI Executive Council

Section 1: The Executive Council shall meet as often as the organization decides.

Section 2: Duties of the Executive Council

- A. To formulate policies of the club between regular meetings in case of emergencies, subject to approval of the general membership.
- B. To execute policies determined by the general membership.
- C. To govern the activities of the club.
- D. To compile agendas for the general meeting.

ARTICLE VII Impeachment and Replacement of Officers

Section 1: Impeachment of officer(s) is based on:

- A. If officer(s) lack participation in group meetings.
- B. If officer(s) do not communicate with club about absences.
- C. If officer(s) violate policies such as verbal harassment or sexual harassment.

- D. If officers(s) do not follow up with duties appointed in the constitution. An officer may be impeached only under the following conditions: There must be a quorum present during impeachment, $\frac{2}{3}$ of the membership must vote, and prior to impeachment there must be one week's notice of the intent to publicize.

Section 2: Replacement of officers shall occur in the following manner:

- A. Communicate with group about open positions.
- B. Hold an election process one week after officer(s) impeachment.
- C. Vote as a group.
- D. The person with the most number of votes will be elected to replace officer(s).

ARTICLE VIII Committees

Section 1: The standing committees of this organization shall be:

- A. Executive Committee consists of the President, Vice President, Secretary, and Treasurer.