

# Constitution for the Forge Garden Club

## **Article I: Name of Student Organization**

The Forge Garden Club ("The Forge Force")

## **Article II: Mission Statement**

We promote a sustainable lifestyle in an urban setting through eating locally and enjoying the outdoors.

## **Article III: Membership**

Undergraduate, graduate students, and alumni are eligible to be members. To maintain club member status, you must complete a minimum of 6 volunteer hours per year or attend 3 meetings/events per quarter. All are welcome to join events hosted by the club even if they are not a member.

## **Article IV: Officer Titles and Responsibilities**

Co-Presidents (2): Everett Kinkade and Lois Om. They will be responsible for planning and executing events, sending out the weekly email update, and conducting all meetings and events. Additionally, there will be at least one president present at all meetings and events.

Treasurer: Samantha Zamora. She will be responsible for maintaining the budget, keeping track of costs, and promoting/organizing fundraisers. Additionally, she will help to obtain supplies for events.

## **Article V: Officer Election or Selection Process**

Officers will be selected by a process of nominating officers (self-nomination is permitted) and voting during a team meeting in an anonymous manner. The officers with the most votes will be selected. Each year, we will evaluate the need for officer positions. In the future, we may want to add more positions as the club grows and find positions for talented and committed members. Election must occur by week 6 of spring quarter to ensure there is time to train the new officers. Officers new term will begin week 9 of spring quarter and last one full year.

## **Article VI: Voting Eligibility, Quorum, and Majority**

Active members will be eligible to vote. If a member joined later in the year, they are only qualified to vote once they have completed the necessary volunteer hours or event attendance stated in Article III. The officer(s) will be elected by simple majority, mentioned in Article V.  $\frac{2}{3}$  of members constitutes a quorum and will allow the vote to occur.

## **Article VII: Amendments**

Any member can propose a change to a co-president, and these changes will be discussed at meetings. When we have a quorum, we can vote on the amendment and a simple majority will pass the amendment. Ratifications will go into effect at the start of the following quarter, and ASG will be informed of the changes within one week of ratification.

## **Article VIII: Officer Removal, Appeal, and Replacement Processes**

Should an officer neglect their duties and need to be removed and replaced, there will need to be a unanimous vote among all other officers to remove him/her. There will be no appeal process, but the removed officer may remain a club member. Then, the replacement officer will be elected as soon as possible according to the process outlined in Article V.

## **Article IX: Meetings**

Officer meetings will occur weekly (either in person or electronically) to discuss upcoming events and prepare the weekly email. Members will meet 5 times per quarter officially, but there will be volunteer and study hours weekly.