

Love Your Melon “Campus Crew” Club Constitution Eastern Connecticut State University

Mission Statement: The Love Your Melon Foundation is a 501(c)(3) charitable organization that gives a hat to every child battling cancer in America, funds childhood cancer research initiatives, and provides immediate support for children and their families.

love 
YOUR
melon

ARTICLE I: NAME

The name of this club shall be Love Your Melon ECSU Campus Crew (Club) of Eastern Connecticut State University.

ARTICLE II – MISSION

It shall be the purpose of this organization to provide support to children and families battling cancer under the initiatives provided by the National Love Your Melon organization, as well as through other activities that the club will organize in the community outside of the organization's regulations. This organization will educate and raise awareness for all types of cancer on Eastern's campus, and provide students with the opportunity to engage or get involved with this population in the community. The Love Your Melon Mission Statement states that the "foundation is a 501(c)(3) charitable organization that gives a hat to every child battling cancer in America, funds childhood cancer research initiatives, and provides immediate support for children and their families".

ARTICLE III – MEMBERSHIP

- SECTION 1
 - General membership in Love Your Melon is open to all registered undergraduate students in good standing with the college/university without regard to race, religion, gender, sexual orientation, age, politics, and disability.
- SECTION 2
 - Each crew must have a minimum of 10 dedicated members and have no more than 20 dedicated members that are voted in through interviews performed by the Captain, Vice Captain, and Advisor of the club. These 10-20 members will be affiliated with the national organization. Others who may not wish to be dedicated or do not show adequate commitment or desire to be affiliated may still be voting members and be able to attend meetings, come to events, and provide ideas and feedback.
- SECTION 3
 - To be elected as dedicated members, individuals must fill out an application provided by E-Board that requests information about availability, level of interest in the club, and other questions that may be subject to change in the future. After applications are filled out, brief individual interviews will be held between the Captain, Vice-Captain, and the potential member, in which the member will explain their application and answer any appropriate questions the interview team may have. After a consensus is made between these E-Board

members, the dedicated member list will be distributed to the entire club.

ARTICLE IV: OFFICERS

- SECTION 1
 - The officers of Love Your Melon shall be known as the Executive Board.
- SECTION 2
 - The Executive Board will consist of (1) Captain, (2) Vice Captain, (3) Public Relations Manager, (4) Secretary, and (5) Treasurer.
 - Officers shall perform the duties prescribed by this constitution and by the parliamentary authority adopted by the organization. Duties shall include but not be limited to the following.
 - CAPTAIN
 - The Captain is in charge of planning and overseeing events, running Crew meetings and managing Crew Members. This individual is the main point of contact for our Executive Crew. All communication between our Executive Crew and Regional Manger with Crews will go through Captains. The Captain is personally responsible for making sure that all events and activities the Crew engages in are appropriate.
Responsibilities: Manage Crew Member Responsibilities, Organize Promotional Opportunities, Plan and Oversee Donation Events and Adventures, Attend LYM and Partner Conferences, Receive Shipments, Distribute Gear and Challenge Prizes to Members
 - VICE CAPTAIN
 - The Vice Captain is the Captain's assistant appointed to assist in planning events and developing sales strategies.
 - Responsibilities: Develop Sales Strategies, Stand In Upon the Captain's Absence, Assist on the Captain's Responsibilities
 - PUBLIC RELATIONS MANAGER
 - The Public Relations Manager is in charge of managing all social media accounts, promotional and marketing content and media coverage for the crew. This is a demanding position that requires an independently motivated, organized and creative individual. The Public Relations Manager is personally

responsible for making sure that all content the crew produces and meets standards and guidelines.

- Responsibilities: Activate and Post Content to Social Media Accounts, Manage Inventory of Promotional Materials, Create Promotional and Marketing Content, Compile Photo/Video/Story Content for the Executive Team, Coordinate with Media for Event Coverage, Take Media Interviews
- SECRETARY
 - The Secretary is responsible for organizing monthly meetings, taking notes on discussions in meetings and keeping record of attendance for meetings and events. This individual is responsible for maintaining accurate records and keeping Crew Member attendance at meetings high.
 - Responsibilities: Organize Monthly Meetings, Take Meeting Notes, Provide Up to Date Crew Member Information, Keep Event and Meeting Attendance Records, Upload Information for the Executive Team
- TREASURER
 - Responsibilities:
 - Expend funds as authorized by the membership of the organization as indicated in the organization's minutes
 - Keep an accurate account of all receipts, membership dues, and expenditures of the organization; complete, sign, and submit all financial paperwork
 - Submit a financial report
 - Keep track of the club's accounts, income, and expenditures
 - Give a Treasurer statement of balance at every meeting
 - Request financial assistance from the Student Government Association and Budget and Management Committee if needed
 - Be responsible for the organization complying with the policies and procedures set forth by the Student Activities office
- SECTION 3
 - Each term of office shall be for one academic year, terminating the last day of final exams of the Spring Semester.
- SECTION 4
 - Any officer is eligible for re-election.

ARTICLE V: NOMINATION AND ELECTION OF OFFICERS

- SECTION 1
 - Elections shall be held for all offices, including those that are filled temporarily.
- SECTION 2
 - Officers shall be elected for a term of one (1) year or until their successors are elected. They shall hold office until; the last meeting of the semester when their successors shall assume office.
- SECTION 3
 - Elections shall be held during the spring semester. Elections shall take place no earlier than March 1 and no later than April 30 of each year.
- SECTION 4
 - Only active members shall be allowed to vote. Voting shall be by secret ballot unless there is only one candidate for an office in which case election may be by voice vote.
- SECTION 5
 - Officers shall be elected by a majority of those members voting in the election. If no candidate receives a majority vote on the first ballot, a revote will occur with the President casting a vote.
- SECTION 6
 - In all matters, unless specifically noted, a simple majority shall determine the outcome of all voting. Voting shall be by secret ballot.
- SECTION 7
 - Notification of elections and nominations must be given a week's notice prior to voting.

ARTICLE VI: MEETINGS

- SECTION 1
 - Meetings will be held weekly at the same time.
- SECTION 2
 - The Executive Board shall have power to call a meeting.
- SECTION 3
 - Quorum
 - A quorum shall be defined as 50% + 1 member of the club's total voting membership. A quorum must be present for any action to take place by membership.
- SECTION 4
 - A quorum shall be required to conduct any official business of the organization except to adjourn.
- SECTION 5
 - Attendance to meetings will be based off of a three-strike rule if the member is affiliated with the national organization. If a member is

unexcused and absent for 3 meetings, they will be demoted to a simple voting member.

- There will be no meeting requirement for voting members.
- E-Board will be demoted if they are unexcused and absent for 2 meetings.

ARTICLE VII: IMPEACHMENT

- SECTION 1
 - Any officer is subject to impeachment and /or recall and removal from the office for failing to fulfill his/her constitutional responsibilities.
- SECTION 2
 - An impeachment request must be given at least a week in advance of the actual impeachment voting. Both the request and the voting must take place during regular meetings.
- SECTION 3
 - Upon conclusion of the discussion and arguments for and against impeaching the officer, a vote shall be taken. No officer shall be impeached except by a two-thirds (2/3) vote. Voting shall be by secret ballot.
- SECTION 4
 - An officer who is impeached shall immediately relinquish his/her office but shall be allowed to maintain active membership in the organization unless his/her actions have brought discredit to the organization.
- SECTION 5
 - If an officer is impeached, the organization shall fill the position following the procedures outlined under Vacancies.

ARTICLE VIII- VACANCIES

- SECTION 1
 - In the event of the vacancy of the office of Captain, the duties will be carried out by the Vice-President. The office of Vice Captain will be offered to the Secretary and/or Treasurer. If neither officer wishes to fill the Vice Captain role an election for the position will be held. If an existing officer does accept the Vice Captain role, an election will be held by the membership for the vacant position.
- SECTION 2
 - In the event of the vacancy of any other offices, the Captain will appoint a temporary officer and an election will be held.

ARTICLE IX- AMENDMENTS

- SECTION 1
 - Amendments to this constitution must be approved by a 2/3 majority of the voting membership present.
- SECTION 2

- Written notice of changes will be distributed to the members of the club.

ARTICLE X- ADVISORS

- SECTION 1
 - The advisors shall be chosen by the membership at a duly constituted meeting of the organization by majority vote.
- SECTION 2
 - The faculty advisors shall serve as a non-voting ex-officio members of the Executive Board.
- SECTION 3
 - The advisors shall give advice for the better performance of the organization, and come to meetings and events as necessitated by the Student Organization.
- SECTION 4
 - The advisor shall meet his/her responsibilities to the organization as stated in written directives issued by the Student Activities Office and in the Club Advisor's Operating Manual located on the Student Activities Website.
- SECTION 5
 - The advisor shall serve at the discretion of the University.

ARTICLE XI

- Parliamentary Authority Robert's Rule of Order, Newly Revised shall act as the Parliamentary authority for all meetings of the club.

ARTICLE XII- RATIFICATION

- This constitution must be ratified by a majority vote at a regular meeting and approved by the Student Government Association Budget and Management Committee.