

# Lumos Literary Club Constitution

We, the students at the University of Delaware, do hereby form the organization known as Lumos Literary Club for the purpose of analyzing, discussing, exploring, and enjoying the world of fantasy and other types of literature as interested, as well as helping to promote literacy in our community.

- I. The organization shall be known as the Lumos Literary Club.
- II. This group will analyze literary and thematic aspects of the fantasy fiction while bringing the works to life. We will hold discussions, debates, information-based games, and literature-themed activities. The Lumos Literary Club will also donate time and energy to encourage reading in schools and raising books for the rest of the community including libraries.
- III. The participants will be full time, matriculated undergraduate students at the University of Delaware who agree with the purpose and object of this group. Every member must attend at least one third of the meetings or events. There are no restrictions as to the size of this organization.
- IV. The organization agrees to adhere to all policies and procedures of the University and all local, state, and federal laws. Members will become acquainted with policies and procedures in the Official student handbook and other policies and procedures provided by the University. This organization is a viable, functioning organization, composed of at least six full time undergraduate students and we do not discriminate on the basis of race, creed, color, gender, age, religion, national origin, veteran, handicap status, or sexual orientation.
- V. Any full-time undergraduate student at the University of Delaware may be a member. Every member must attend at least one third of meetings and events in order to remain an active member in the organization and have the opportunity to exercise his or her right to vote for officers. If a member cannot commit to at least one third of meetings and events then he or she cannot vote for new officers.
- VI. A member whose actions go against the mission of the Lumos Literary Club, is disruptive and disrespectful in meetings or towards other members, or is not a positive influence towards the club may be removed from the organization upon agreement and vote by the officers.
- VII. All Officers must be full time matriculated undergraduate students at the

University of Delaware with a minimum GPA of 2.25. Any potential officer must be able to complete a full academic calendar year.

**VIII. Section 1:** This organization shall have a President with the duties of calling and running meetings and handling day-to-day affairs. The President shall be responsible for the registration of the Registered Student Organization and all required paperwork for the continuation of the organization. The president will help to appoint all standing and special committees.

**Section 2:** The Vice-President shall work closely with the President to fulfill the duties as described above. The Vice-President will also serve the role of President if the President is absent, unable to serve the duties, or if the President resigns. The Vice-President is also responsible for checking the organization's mailbox and disseminating information about other activities offered by the other Registered Student Organizations and business promotions.

**Section 3:** The Treasurer shall be responsible for all group expenditures and revenues. The Treasurer shall write all checks and have all checks signed by the Activities and Programs staff for the purpose of the organization. The treasurer will also maintain all group ledgers. The treasurer is also responsible for requesting funds from the allocation board.

**Section 4:** The Secretary shall record the events of all meetings of this organization and shall maintain minutes of those meetings. The secretary shall take attendance of those present at group meetings as necessary. The Secretary shall serve as the organization's historian with the goal of being able to pass on accurate records of what the groups have done over the past year and who was involved. The Secretary must also maintain the membership list and email database.

**IX. Members** may nominate themselves or be nominated by another member in order to run for an officer position. Elections will be held the final week in April by the process of a secret ballot. Members are only eligible to vote if they have attended at least one third of the organization's meetings and events. The nominee with the most votes from eligible members will become the new respective officer once he or she has completed training.

**Section 1:** An officer may be removed if he or she does not uphold the aim and purpose of the group or does not fulfill his or her duties adequately. An officer may be put on probation for removal only by another officer. An officer may be removed by a two-thirds vote of club members. The position will be filled by the first runner-up from the last elections or if that nominee does not wish to hold the position, through a specific election with new nominations

from members.

Section 2: An officer wishing to resign must first present his or her official reasons to the other officers, and explain said reasons to the rest of the members. The vacant position will be filled by the first runner-up during the last elections or if that nominee does not wish to hold the position through a new election.

Section 3: New Officers must participate in a training session held by the previous years officers to pass along important information, planning strategies, duties required from the officers, review of policies and procedures, and an understanding of officer responsibilities and decorum.

X. The Lumos Literary Club will hold at least two general meetings per month and two board meetings per month. The president will call meetings to order and run meetings.

XI. The advisor for the Lumos Literary Club will be chosen based on his or her experience and knowledge of literature as well as the possession of an open mind and giving disposition. The advisor should be open to offering any and all advice or assistance the organization requires.

XII. The University of Delaware shall inherit the assets of any Registered Student Organization should the group become defunct.

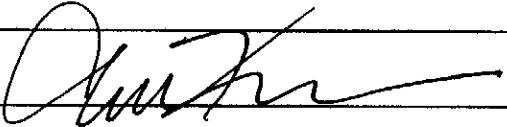
XIII. The minimum number of members who must be present at a meeting in order for business to be conducted and decisions to be made is 30% of the total membership. Thirty percent of officers must also be present for business to be conducted and decisions made during a board meeting.

XIV. Approval of changes to the constitution requires a 2/3 or simple majority vote of the board of officers and approval by the Activities and Programs Office and advance notice to all members of the proposed change.

Signatures:

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Activities & Programs Staff:  \_\_\_\_\_

Date: \_\_\_\_\_

