By-Laws for the Marist Art Club
Created March 2007
Article I: Name
Red Ink (Marist Art)

Article II: Purpose
The Purpose of the Art Club is to enrich the students of Marist College with art concepts and ideas, while encouraging them to explore and nurture their own creativity. The club is open to every student, so art is always within reach for those who may not be able to take an art class here.

Article III: Members
Section 1: Type of Membership, active & passive
- Members will be highly encouraged to attend meetings and participate in events and activities. Active members will be allowed to miss two meetings, while passive members will be those who miss more than two meetings. Two priority points will be given to active members. Those who miss up to four meetings will get 1 point and those who miss more than four will get none.

Section 2: Qualifications of Membership
- Members must be part of the undergraduate student body at Marist College. Members need not be any specific major, but must be willing to attend meetings and participate in events.

Section 3: Required Fees or Dues
At this time there are no required fees or dues to be made by the members. However, members are expected to participate in fundraisers and contribute to offset the cost of certain activities.

Section 4: Provisions of Resignation
- Officers are required to fulfill duties to their fullest potential with no excuse. However, certain situations do sometimes arise, and they may choose to resign their position. The officer is expected to meet with the executive board and submit in writing the circumstances surrounding with an explanation of why they must resign.

Article IV: Officers
Section 1: Duties of Officers
All officers are expected to attend each meeting and event unless certain circumstances arise that would prevent this from happening. In addition, officers are required to meet separately to outside of meetings to plan and coordinate the club’s events.

The President is head of the art club and will be expected to run the meetings and events while being able to closely communicate with the advisors, officers, and the members. The president must be able to be available for members to reach for questions and information and will also help plan events. Presidents organize and hold board meetings as well as work with advisors to set up projects. In addition, presidents are also required to attend the Student Government Association’s meetings when
The Vice President is an extension of the President and will help run meetings and events. He or she will also work with the president and advisors to plan events and activities. If the President is unable to attend a meeting or event, the vice president will step in and fulfill each and all of the presidential duties. The vice president is expected to help run board meetings.

The Secretary is expected to keep a careful record of attendance and minutes at each of the meetings. He or she is responsible for the designation of priority points and organizing all of the information of the members. Information includes name, email address, phone number, and campus ID number. The secretary is also expected to attend board meetings.

The Treasurer is expected to keep careful track of the budget and expenses needed for the semester and how it is used. When meeting with the officers to discuss events they are expected to have the information at hand. The treasurer is also expected to attend board meetings.

The Historian is expected to take photographs of selected events as well as attend board meetings.

The Registrar is expected to help with hanging and preparing shows, as well as attend board meetings.

**Article V: Elections**

**Section 1: Method of Elections**
- Elections for positions will be held each semester. Any active member can run for his or her desired position, but must create a petition and have ten signatures to be eligible. Additionally, only active members will be able to vote in the actual election.

**Section 2: Length of Term**
- Terms are for each semester and must be renewed each time if an officer desires to keep his or her position.

**Article VI: Meetings**

**Section 1: Time and Place for Regular Meetings**
- Meetings will be held in the Steel Plant biweekly or during an event. Place is based upon availability of space in the steel plant.

**Section 2: Special Meetings Procedure**
- The President is able to call an emergency meeting and all officers are expected to attend.

**Section 3: Number constituting a quorum**
- A quorum for Marist Art Club consists of a minimum of 7 people.
Article VII: Executive Board
The executive board consists of the officers described in Article IV. They are expected to meet two times per month (separately from regular meetings) and then once a month with advisors to discuss the club and plan events.

Article VIII: Committees
Committees can be formed at any point during the year for a specific purpose. They can either be formed voluntary or designated by the officers. There needs to be a minimum of four people on a committee.

Article IX: Parliamentary Procedure
Unless suspended, all meetings will be run according to Robert’s Rules of order, Newly Revised.

Article X: Amendment of By-Laws
These by-laws may be amended by a majority vote of the members provided that a quorum is present. If such Amendments pass by the majority, it then must be presented to the Student Government Association for final approval.

Article XI: Policies and Actions
The Club and any individual associated with it, shall abide and conform to all Federal and New York State Laws, all rules and regulations of Marist College, and all directives of the Student Government Association. Any violation of the aforementioned criteria may result in disciplinary action taken on the club charter.

Hazing Policy
Hazing as defined by the Marist College Student Handbook: An act which endangers the mental or physical health or safety of a student or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Marist Art Club prohibits hazing of any kind.