



### **Article I: Name**

The name of this organization shall be the Men's Ice Hockey Club at Christopher Newport University.

### **Article II: Purpose**

The purpose of the club shall be (a) to foster a wide student interest and participation in activities by providing leadership, programs, and service and (b) to assist students in developing skills and leadership.

### **Article III: Membership**

Section 1: Any student regularly enrolled in Christopher Newport University may become a member of the Men's Ice Hockey club with office holding privileges. Upon successful completion of the recruiting process or training camp tryout membership may be granted by the club

Section 2: Dues for members shall be decided by the executive board for the following season by June 1 of that year. Membership dues cover ice-time, training camps, coaching fees, and accosted costs that the club may incur. In addition to the membership fees, there is a one-time fee decided by the executive board for first year players. This fee covers uniforms, gear bags, helmet stickers, and administration fees.

Section 3: The Men's Ice Hockey Club shall not haze any prospective members for the purpose of admission into or affiliation with the organization. Members of the Men's Ice Hockey Club are free to leave or dissociate without fear of retribution or harassment. The Men's Ice Hockey Club shall not discriminate based on race, creed, color, age, national origin, disability and sexual orientation.

### **Article IV: Executive Officers**

The executive officers of the Men's Ice Hockey Club shall be as followed: President, Executive Vice President, Vice President of Recruiting, Vice President of Finance, Vice President of Public Relations, Vice President of Scheduling, and Event/Game day Coordinator.

## **Article V: Duties of the Executive Officers**

Section 1: The Duties of the President include but are not limited to the following: he Shall be the primary Executive Authority as President of the Executive Board. He shall assume ultimate responsibility for the functioning of all activities. He shall go to club council meetings every month and fill out monthly report forms. He shall keep in good contact with the head coach. He shall relay information out to the team. He shall order vans for away games. He shall oversee all other positions to make sure tasks are completed. He shall make sure players are staying on good academic terms. He shall schedule games for the upcoming season and confirm all games. He shall stay in contact with the head coach to make sure everybody is on the same page. Finally, he shall work with rink to reserve practice and game times. He shall stay in contact with other teams for game updates or issues

Section 2: The duties of the Executive Vice President include but are not limited to the following: he shall be in charge of ordering equipment. He shall be in charge of updating our team webpage. He shall go to club council meetings every month. He shall update ACHA and BRHC websites within 24 hours after each game. He shall email the ACHA game information. Finally, he shall assign two individuals to work both the Facebook page and the twitter page

Section 3: The duties of the Vice President of Recruiting include but are not limited to the following: he shall be in charge of recruiting new players for the following season and maintaining regular contact with youth, junior and potential transfer players. He shall create a Facebook group to stay in contact with the recruits. He shall make sure they are applying on time and keep admissions informed of the process of players. He shall make sure they finish their senior year strong so they stay accepted. Finally, He shall teach recruits what they should be doing to help their application process be successful (Interviews, SATS, GPA, etc.).

Section 4: The duties of the Vice President of Finance include but are not limited to the following: he shall be in charge of keeping up with weekly and monthly expenses. He shall share with the president the responsibility for the safekeeping and proper use of funds. He shall define and create the annual budget for the club with any given allocations and projected expenses. He shall create revenue forecasts and set and collect dues from all players. He shall create his own excel spreadsheet to keep up with financial transactions. He shall collect all money turned in by team and account for them. He shall fill out reimbursement forms and turn in money to the school. Finally, he shall go to club council meetings every month

Section 5: The duties of the Vice President of Public Relations include but are not limited to the following: he shall be in charge of arranging fundraising programs and work with rink to explore other opportunities. He shall stay in good contact with other organizations to try and do different events for all home games. He shall meet with the VP of Finance to track the forecast. He shall

manage Booster Club responsibilities and have home games set up for Booster Club Members. He shall keep a record of all fundraising events for future reference. He shall schedule and help promote theme nights for home games, ie: Club night, Breast Cancer Awareness, Greek Night, Senior Night, Parent Night, Date Night etc.

Section 6: The duties of the Event/Game day Coordinator include but are not limited to the following: he shall make sure all game day responsibilities are taken care of.. He shall have non players ready to help out with team needs. Finally he shall help out public relations with advertising events.

#### **Article VI: Meetings**

Section 1: The regular practice of the Men's Ice Hockey club will be determined annually by the President and coaching staff and relayed to the membership

Section 2: Meetings of the Executive board will be held at the discretion of the President and Executive Vice President. A meeting can be held with approval of only the President and Executive Vice President

Section 3: 80% of the Executive board shall Constitute a quorum.

#### **Article VII: Elections**

Section 1: Election of officers will take place during the last week of March.

Section 2: Any student is eligible for nomination as an officer of the Executive Board who: (a) meets the GPA requirement of a 2.4 cumulative grade point average, (b) fulfills the qualifications set up by the executive board. Once a student has been chosen by one student, he must receive nomination from a second student to be nominated for the position.

Section 3: A vacancy in any office shall be filled only by an election among the Executive Board members of the Men's Ice Hockey Club.

#### **Article VIII: Recall of Officers**

Officers of the organization may be dismissed for cause if due process is followed. Grounds for dismissal include dereliction of duties. A motion for a recall of an officer requires a  $\frac{2}{3}$  vote of the other executive board members.

#### **Article IX: Amendments**

Amendments to this constitution may be proposed to the voting membership by majority vote of the Executive Board or by petition signed by 1/10 of the voting membership. Amendments shall be declared adopted which are presented at a general meeting and receiving majority vote by the voting members present.

#### **Article X: By-Laws**

By-laws, not inconsistent with the constitution, may be adopted or amended by 2/3 vote of the regular or special meetings, providing the by-laws are submitted in writing at least one week previously at either a regular or special meeting of the general membership.

#### **Article XI: Advisor**

The Advisor of the organization shall provide support, counseling and guidance in all situations except hockey related tasks. Some of these are player registration with the school and league, and setting up study hall hours.

#### **Article XII: Responsibilities**

The Men's Ice Hockey club shall adhere to University policies and all city, state and federal laws. Players will also abide by the rules set forth in the contract for the team.

#### **Article XIII: Ratification**

This constitution shall become effective upon ratification by a majority of the organization's membership and Office of Recreational Services (CNURec).

#### **Sport Club President**

**Signature:** Dakota Miller

**Date:** 4/26/20

#### **Sport Club Executive Vice President**

**Signature:** Zane Quigley

**Date:** 5/6/20