

Constitution

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Article I - Name

The name of this organization shall be Take Note at Christopher Newport University.

Article II - Purpose

The purpose of the club shall be (a) to foster a wide student interest and participation in music activities, and vocal performance and (b) to assist students in developing skills in A cappella music.

Article III - Membership

Section 1. Any female student regularly enrolled in Christopher Newport University may become a member of the A cappella group with voting and office-holding privileges. The standards for qualification and the amount of dues to be paid shall be determined by the club.

Section 2. Dues, having been decided on by the organization as \$30.00 per semester, shall be paid by members only.

Section 3. [Take Note] shall not haze any prospective member for the purpose of admission into or affiliation with the organization. Members of [the A cappella group] are free to leave or dissociate without fear of retribution or harassment. [Take Note] shall not discriminate based on race, creed, color, sex, age, national origin, disability and sexual orientation. ✓

Article IV - Executive Officers

The executive officers of the A cappella group shall be as follows: President, Vice-President, Secretary, Treasurer, and Historian. The aforementioned officers shall constitute the Executive Committee.

Article V - Duties of the Executive Officers

Section 1. The President is to preside at Executive Committee membership meetings; appoint special committees with the approval of the Executive Committee.

Section 2. The Vice President is to preside in the President's absence and perform other such duties as may be required by the by-laws or resolutions of the Executive Committee. Plan and organize publicity for activities and special events.

Section 3. The Secretary is to attend all general correspondence of the organization and to keep minutes of all Executive Committee and membership meetings and to preserve the records of the organization. She will also perform other such duties as may be required of the Executive Committee.

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Section 4. The Treasurer is to supervise the financial administration of all revenue periodically to the Executive Committee and membership on the financial condition of the organization, and perform other such duties as may be required by the by-laws or resolutions of the Executive Committee.

Section 5. The Historian is to photograph and document events such as; concerts, practice, or fundraisers for the organization.

Article VI - Meetings

Section 1. The regular meetings of the A cappella group shall be determined by the group and will take place 8-10 times per month.

Section 2. Special meetings may be called by the President at her discretion.

Section 3. Sixty percent of the membership shall constitute a quorum.

Section 4. Any member that misses more than 3 meetings in a semester is subject to re-audition the following year and may be asked to not return, or further discussion of whether or not this member may perform.

Article VII - Elections

Section 1. Election of officers shall take place yearly during the fourth week of April.

Section 2. Any student is eligible for nomination as an officer of the Executive Committee who: (a) meets CNU's eligibility for student office holding which consists of a 2.0 grade point average and (b) fulfills the qualification as set up by the Executive Committee.

Section 3. A vacancy in any office, except the Presidency, shall be filled only by an election held among the members of the A cappella group.

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 2/3 vote.

Article IX - Amendments

Amendments to this Constitution may be proposed to the voting membership by majority vote of the Executive Committee or by petition signed by 1/10 of the voting membership. Amendments shall be declared adopted which are presented at two general meetings and receive a majority favorable vote at both meetings 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- Role of the Advisor

A CNU faculty or staff member shall serve as advisor. The advisor of the organization shall provide support, counseling, and guidance in all situations. The advisor is expected to attend all meetings and offer advice. The advisor shall work closely with the organization in coordinating activities to ensure that they are conducted in compliance with CNU's policies and federal, state and local laws.

Article XII – Responsibilities

[Take Note] shall adhere to University policies and all city, state, and federal laws.

Article XI - Ratification

This constitution shall become effective upon ratification by a majority of the organization's membership and Office of Student Activities.

Signed,

Club President

Date_____