

CONSTITUTION of BG Undead

Mission Statement:

To facilitate a regular organized team-based game involving Nerf (and similar) toys twice (or more) per semester for the recreation and enjoyment of those involved.

Article I. Name of the Organization

Section 1. *Name*

The name of this organization shall officially be known as BG Undead.

Article III. Purpose, Aims, Functions of the Organization

Section 1. The purpose of the group shall be to organize and host a once per semester game of Zombies vs Humans.

Section 2. An additional function of the organization is to raise all funds related to hosting Zombies vs Humans games through membership fees and fundraisers.

Section 3. The aim of the organization is to promote community building, teamwork, and unity through cooperative and competitive game play.

Article IV. Membership Requirements

Section 1. Members must be a local community member of BGSU; including, but not limited to: students, professors, advisors, faculty, and staff.

Section 2. Members must comply with all University guidelines and policies, including the entire Student Handbook and Risk Management Policies.

Section 3. Members of the organization must stay current with membership dues, and are required to attend at least one event per semester, to retain active status.

Section 4. Membership dues will be voted on by the membership at the start of each academic year.

Article V. Officers

Section 1. Officers must be active members in the organization, full-time students of Bowling Green State University, and must maintain at least a 2.0 Cumulative GPA. Officers will serve a term of 10-12 calendar months, depending on election dates.

Section 2. Officer titles shall be: President, Vice President, Treasurer, Secretary, Web Administrator, Public Relations Officer, Safety Officer.

Section 3. Officer duties shall be as follows

A. The **President** shall:

Insure clear communication between the officers and members.

Oversee operations of the organization.

Adjudicate any disputes of the organization members.

Delegate and oversee all officer responsibilities.

Run officer meetings.

B. The Vice President shall:

Assist the President in any way necessary.

In absence of the President, take on his duties.

Act as appointed spokesman for all public appearances.

Submit forms and reserve rooms for planned events.

C. The Treasurer shall:

Handle all organization finances.

Set up and insure the operation of all fundraisers.

Make and distribute a yearly organizational budget.

Make a proposed yearly budget.

Submit all financial forms requested by OCA.

Be responsible for acquiring, using, and returning BG1 Card Readers.

Be personally responsible for organizational funds.

D. The Secretary shall:

Take necessary minutes at officer and general meetings.

Conduct and count necessary votes in said meetings.

Submit any and all necessary organizational forms to OCA.

Handle Listserv management.

Assist all other officers.

E. The Web Administrator shall:

Maintain web page codebase and keep it updated with the organization's needs and game rules.

Maintain website availability, server space, and database.

Work with all other officers with all web-based news updates and public relations.

Provide on-demand tech support during game play.

F. The Public Relations Officer shall:

Arrange publicity for the organization and its events.

Lead in establishing corporate & individual sponsors.

Coordinate with Vice President for events and publicity.

Coordinate with Treasurer for publicity expenses.

G. The Safety Officer shall:

Become first-aid certified (paid for by BG Undead).

Coordinate volunteer first-aid team.

Coordinate with Treasurer to maintain and restock first-aid kits.

Coordinate with University staff for safety needs.

Section 4. Officer Elections (with the exception of Web Administrator) shall occur

thusly:

A. Once per calendar year during the month of November, at a regularly scheduled organizational meeting.

B. First, nominations will be taken. Any member may be nominated to any office; members may nominate anyone in the organization excluding themselves. Once nominations have been taken for all positions, elections shall occur in the order of: President, Vice President, Treasurer, Secretary, and Web Administrator. Nominations may be reopened for later offices after each position is elected.

C. Nominees will have two minutes to present to the membership. There will then be three minutes for questions from the membership. After all nominees for one position have spoken, the membership will have ten minutes for discussion, with a majority vote to extend an extra five. Discussion will be reopened for each position.

D. If, for any reason, an officer nominee cannot be present for the election meeting, they may appoint someone to speak on their behalf.

E. Officers shall be elected by a plurality (which is, the largest share of a vote) of those present and voting, minus those in running for the office in question.

F. Elections may only be held when a quorum is present.

G. In the case of **Web Administrator**, during a regularly scheduled organizational meeting and at a date determined by the officers before the November election, nominations will be taken. Nominees present their case to the officers outside of the meeting. Based on performance, the officers choose candidates from those nominees to be put up for election during the November election.

H. Newly elected officers will be sworn in on a copy of *The Zombie Survival Guide* by Max Brooks.

Article VI. Faculty Staff/Advisor

Section 1. The organization's advisor will be selected after each election by the elected officers, and will serve in an advisory fashion to the organization.

Article VII. Meetings

Section 1. The organization shall have general meetings once per month during the academic year. The meeting shall be run by the officers.

Section 2. Officer meetings shall occur as deemed necessary by the current officers. If an organization member has concerns that need to be addressed, they may request that an officer meeting be called within two weeks, which they may then attend.

Article VIII. Quorum

Section 1. Quorum of the organization will be required for all official business, and will be comprised of at least 20 active members.

Article IX. Referendum and Recall

Section 1. The officers will have the authority to utilize organizational funds as they see fit. The officers must agree by a majority at an officer meeting for any expenditures over \$100 (one hundred USD).

Section 2. All voting shall be conducted by a show of hands in a general meeting.

Article X. Impeachment Process

Section 1. A call to impeach may be brought up by any member of the organization. They shall submit written notice to the officers including grounds for impeachment at least 10 days before a scheduled organization meeting. The officers will submit an email notification of the impeachment to the membership, including the stated grounds for impeachment.

Section 2. At the meeting, the grounds for impeachment of an officer shall be read. A majority vote of the present members (including officers) is needed for impeachment trial to be held.

Section 3. In the case of more than one officer being impeached, the order shall follow the order of listed officers in the constitution, starting with the lowest ranking officer by the constitution and ending with the highest ranking officer.

Section 4. During an impeachment trial, an impartial arbitrator agreed upon by both parties (the one bringing the charges and the one the charges are being brought against) shall moderate the trial procedure and ensuing discussion. The arbitrator may not vote or speak in support of either party. The party bringing the charges against the officer shall be represented by 1-3 members. They shall have not more than 3 minutes to present their charges. The officer being impeached shall defend him- or herself. He or she shall have not more than 5 minutes to present the defense. The officer being impeached and the impeaching party representatives shall then leave the room to allow a discussion period not lasting more than 10 minutes, unless voted by majority to extend discussion by 5 minutes. The arbitrator will lead the discussion, allowing all sides to be presented. Should any questions arise, the arbitrator may request either party in question to return to the meeting temporarily to answer. At the conclusion of discussion, both parties in question will be brought back in for voting.

Section 5. A vote shall take place, counted by the chosen arbitrator and a representative chosen by each party. A majority of three-fourths of the members and officers in attendance must be met for an officer to be removed from office. The officer in question may vote on their own impeachment.

Section 6. Should an officer be removed from office, the remaining officers must hold an emergency election after the impeachment trial(s) are completed to fill the position. This will occur at the next scheduled meeting. The officers will appoint an interim officer who will be confirmed by a majority vote of the members present. Emergency election procedure shall follow Article V, Section 4, Parts B, C, E, and F in the constitution.

Article XI. Amendments

Section 1. Amendments to the constitution made be proposed at a general meeting by any member of the organization, and ratified by a two-thirds majority vote of the active and present members. Amendments will then take effect immediately. Dates amended shall appear at the end of this document.

Written: 3/27/07 by:

President Brian (Tag) Murphy

Vice President Peter Geldes

Treasurer Atonn Smeltzer

Amended: 9/28/08 by:

President Peter Geldes

Vice President Aaron Smeltzer

Treasurer Atonn Smeltzer

Article XII. Removal of a Member from the Organization

Section 1. To remove a member from the student organization, procedure shall follow that of impeachment.

Amendment I.

Under Article V, Section 2.

The addition of Secretary as an officer title.

Addition of Article V, Section 3, Part D.

The duties of the Secretary.

Amendment II.

Addition of Section 5 under Article V

The protocol of impeaching an officer.

Amended: 2/08/09 by:

President Landon King

Vice President Patrick Conrad

Treasurer Chad Gallo

Secretary Heidi Stewart

Amendment III.

Under Article V, Section 2.

The addition of Web Administrator as an officer title.

Addition of Article V, Section 3, Part E.

The duties of the Web Administrator.

Addition of Article V, Section 4, Part E.

The election process of the Web Administrator.

Amendment IV.

Under Article I, Section 1.

The acronym of B.G.U.N.D.E.A.D. (the Bowling Green United Nerf Defense for the Elimination of Animated Dead) changed to "BG Undead" for reasons of eliminating any possible confusion of legal relations with NERF or related companies.

Amendment V.

Under Article VIII, Section 1.

Quorum is lowered from 25 to 20 members due to the number of members showing up at general meetings.

Amended: 11/21/09 by:

President Landon King

Vice President Patrick Conrad

Treasurer Chad Gallo

Secretary Heidi Stewart

Web Administrator Andrew Ross

Amendment VI.

Under Article V, Section 2.

The addition of Public Relations Officer and Safety Officer.

Addition of Article V, Section 3, Part F.

The duties of the Public Relations Officer.

Addition of Article V, Section 3, Part G.

The duties of the Safety Officer.

Under Article V, Section 3, Part B.

The deletion of Vice President duties pertaining to the Public Relations Officer.

The addition of Vice President duties pertaining to coordinating events.

Under Article V, Section 3, Part D.

The deletion of Secretary duties pertaining to the Vice President.

Addition Article V, Section 4, Part C.

The procedure for election.

Addition Article V, Section 4, Part D.

The procedure for an officer nominee who is not present for the election meeting.

Addition Article V, Section 4, Part G.

The procedure for swearing in

Amendment VII

Deletion of Article 5, Section 5

The procedure to impeach an officer.

Addition of Article X

The procedure to impeach an officer.

Addition of Article XII

The procedure to remove a member from the organization.

Article IX, Section 1

Increase in officer spending power.

Amended 4/25/2010

President Dave Miller

Vice President Abby Berding

Treasurer Alex Haney

Secretary Lynette Cooley

Web Administrator Andrew Ross

Safety Officer Jesse Coder

Public Relations Officer Zach Weiss