**Constitution**

*Article l - Name, Purpose, and Non-Discrimination Policy of the Organization.*

Section 1: Name:

The name of the organization shall be the Bookeye Book Club.

Section 2 - Purpose:

 We embrace reading as an enjoyable and social pastime. Through bi-monthly meetings, as a club we will select the book we want to read and come together to discuss our thoughts about the novel of the month. Attendance to at least 1 meeting a month is requested, however participation in discussion is never required. It is our mission to provide a safe environment for people of all different backgrounds to cultivate their love of reading through discussion with those as passionate about literature as they are.

Section 3 - Non-Discrimination Policy:

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

*Article II - Membership: Qualifications and categories of membership.*

Section 1 – Qualifications

Members who receive a book from the club must attend at least one meeting a month, however active discussion is never required. Special events, including fundraisers, are optional to all members. Any student or staff member may join the organization at the beginning of each semester, or during the transition between books.

Section 2 – Membership Categories

Members may be part of the Executive Board if request is approved by the rest of the board members. Special committees may arise outside of the Executive Board, and if so members may join the committees at free will.

*Article III - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.*

Section 1 – Titles

At all times there will be an appointed president, vice president, treasurer, and risk manager. If the need arises, a special committee advisor may be appointed to manage events outside of the general meetings.

Section 2 – Terms of Office

1. Each board person will hold their current position for the remainder of his or her undergraduate career or until he or she decides to terminate his or her position.
2. If a board person is not fulfilling his or her specific duties, a meeting can be held to discuss and then vote on the said board person`s remaining duration as officer, which can include immediate termination with reelections held at the next scheduled mandatory meeting, termination in March with elections held during the same month, or if the vote does not pass, keeping the position.

Section 3 – Type of Selection

All Executive Board members will be elected by the active student members of the group in March, should any position be empty.

Section 4 – Duties of the Leaders

1. The president of the organization shall lead the general meetings, create the polls for picking the book each month, and resolve conflicts in the organization.
2. The vice president shall send out organization emails, keep records of the roster and attendance at general meetings, and send out information regarding where to obtain the monthly book.
3. The treasurer shall be responsible for organizing in-person events and fundraisers.
4. The risk manager shall screen each book of the month prior to the commencement of reading for possible trigger warnings, and if relevant will send out a censored summary of said section to whomever requests it.
5. All leaders shall participate in choosing the book of the month, help manage elections, and plan strategies and goals.

*Article IV - Executive Board (if needed): Size and composition of the Board.*

The Executive Board shall consist of the president, vice president, treasurer, and risk manager at all times.  They shall meet in between the bimonthly meetings to discuss updates among the different roles, plan meetings, and address any concerns about the organization.

*Article VI – Method of Removing Officers and Members.*

Section 1 – Removal of Officers:

If a member of the Executive Board fails to fulfill their duties as the rest of the Executive Board or membership sees it, the issue must first be addressed with the individual in question. If this action results in no change, then the group may hold a vote to remove the officer and elect a new officer to the position.

Section 2 – Removal of Members:

Any member that uses a club-paid book and fails to attend one meeting a month without a reasonable excuse will be asked to pay the fee of the book for that month. However, no member can be removed from the organization. Failure to attend events for a general member who has attained their own book will simply have an inactive status that can be reactivated if he or she wishes to return. Also, if a member conducts themselves in such a manner detrimental to advancing the purpose of this organization or is in violation of the OSU Student Code of Conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the officers, under the council of the advisor.

*Article VII – Advisor(s) or Advisory Board:  Qualification Criteria.*

Advisors of student organizations must be members of the University faculty or Administrative & Professional staff.

The Advisor(s) of the student organization shall be responsible for acting as a resource for the Executive Members and an aid in locating the copies of the monthly book, should the treasurer and vice president seek help. Having advised the organization before, the Advisor(s)’ main concern will be to ensure a smooth transition between Executive Boards to strengthen the values and goals of the organization, if a number of Executive Members are being replaced.

*Article VIII – Meetings of the Organization:  Required meetings and their frequency.*

General meetings will be held twice per month; meetings will be subject to change by unanimous vote by the Executive Board. Members of the Executive Board are expected to attend at least three-fourths of the meetings, except for the risk manager who is expected to attend every meeting that covers a trigger warning section as determined in advance.

Meetings will be recorded if some members are unable to join and want to listen to the discussion at a later time. Members who have attained their own copy of the monthly book are recommended to attend at least one meeting a month. Members who are using a club-purchased copy are required to attend one meeting a month.

*Article IX – Club-Purchased books*

Members are given the choice of utilizing a club-purchased book or their own book. Club-purchased books are funded by the members who choose to purchase through us, and the treasurer is responsible for organizing the transaction. The members keep their copies of the book when bought through us, but the treasurer is responsible for placing the order.

*Article X – Method of Amending Constitution: Proposals, notice, and voting requirements.*

Proposed amendments should be in writing, not be acted upon, and brought to the attention of the Executive Members at the executive meeting prior to the mandatory meeting. Approval requires the agreement of the Executive Members of the organization. The Constitution should not be amended easily or frequently.