

Buckeyes for Baking Constitution

Article I

Section One: The name of the organization will be “Buckeyes for Baking” or be referred to as “B4B” or “Bucks for Baking”.

Section Two: The purpose of Buckeyes for Baking is to bring together students at The Ohio State University through a common love of food. To fulfill this purpose, members of the organization will donate time and baked goods to local shelters and/or soup kitchens on a monthly basis, as well as using the baked goods for personal enjoyment. The club will also aim to raise funds to donate to selected non-profit organizations.

Section Three: The organization and its members shall not discriminate against any individuals by ancestry, age, 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. Any acts against this policy will result in removal from the club.

Article II

Section One: Membership will be open for all undergraduate and graduate students that are currently attending The Ohio State University. The members will include: general members, the Executive Board, and the Faculty Advisor.

Section Two: Membership dues will be required for club participation. The amount of dues will be decided by the Executive Board each semester based on current funds. Dues can be paid to cover one (1) semester or two (2) consecutive semesters. If dues are not paid after two consecutive reminders by the Treasurer, the member will be asked to not return until dues are paid.

Article III

Section One: The Executive Board will comprise of the President, Vice President, Treasurer, Social Chair, Service Chair, and/or Baking Chair.

Section Two: General duties of the President will include: setting up times and dates for club meetings; leading the general body meetings and Executive Board meetings; planning and taking responsibility over recruitment, social, and other club-affiliated events; directing the club to meet decided goals; coordinating with Ohio State administration, bureaucracy, local businesses, and shelters; delegating tasks accordingly and punctually; and becoming the main representative of the organization. They are required to attend President Training every year.

Section Three: General duties of the Vice President will include: fulfilling duties of the President if the President is indisposed; assisting the President with ancillary tasks; delegating with the President

frequently to approve of any executive decisions; maintaining and updating club membership and attendance; tracking the club's history; writing and sending weekly newsletter emails; and completing any other operational duties.

Section Four: General duties of the Treasurer will include: maintaining the funds of the organization; overseeing the bank account; providing monthly balance updates; managing venmo and cash flow; tracking member roster based on due payments; and budgeting for general club needs and events. They are required to attend Treasurer Training every year.

Section Five: General duties of the Social Chair will include: maintaining the club's social media accounts — including, but not limited to, Facebook, Instagram, and Twitter; creating marketing strategies; aiding in recruitment of and encouraging involvement from general members; tracking the club's history with photos; and assisting with social event planning.

Section Six: General duties of the Service Chair will include: finding service opportunities for individual and club participation; planning the logistics for service events; communicating with shelters and food pantry; and tracking service hours of every member.

Section Seven: General duties of the Baking Chair will include: finding and transcribing recipes to be used for club meetings; researching tips relevant to recipes; recording and obtaining grocery needs; keeping inventory of club supplies; and being the baking authority representative.

Section Eight: If the position of the Social Chair, Service Chair, and/or Baking Chair is not filled, the remaining members of the Executive Board will delegate the duties between themselves. The President and Vice President have the ability to determine which duties are most important and will work to split them between the remaining Executive Board members.

Article IV

Section One: All members of the organization will vote for individuals running for the executive board annually at the end of the Spring semester. Each position will be open for election and previous Executive Board members will need to run for re-election.

Section Two: Executive officers who fail to fulfill their duties will be impeached by other Executive Board members if needed. The impeached officer shall be allowed general club membership, but is not permitted to run for elections again.

Article V

The Faculty Advisor will be responsible for assisting the Executive Board with meetings and organizational duties. They will be required to complete Advisor Training every two years.

Article VI

Section One: Meetings and meeting times will be decided by the President as they see necessary with the majority approval from the Executive Board. Executive Board members are expected to attend all meetings unless previously notifying the President.

Section Two: All individuals will be allotted attendance to one (1) meeting before deciding to commit to the club as a general member. Dues will be requested on their second attendance. Members may consult with the President for any alternative methods of payments and will be dealt with on an individual basis.

Article VII

The process to amend this constitution will be to present a proposal to the general body of the organization two meetings prior to elections. The member recommending the amendment should review the proposition each meeting after the proposal, but before the vote. Two-thirds of the general body should be present at the time of the vote.

Article VIII

In the event of dissolution of the organization, the Treasurer shall donate all remaining organizational funds to a charity selected by the general body.

Updated November 4, 2022.