

**CBJ Club Charter AU24-SP25**

President: Zach Bilzing

Vice President: Thomas Howard

Treasurer: Anja Steinert

Social Media Chair: Connor Bacombe

Event Planner: Michal Burzawa

Advisor: Anthony Massari

## **Forward**

Following is the group charter for the CBJ club for the **AU24-SP25** academic year. In the following pages this document will not only discuss the group's goals and guidelines coming into the year but will also be the reference document for the calendar and group events. Any and all regular events will be explained and any special event or event instructions will be listed as well.

## **Executive Board**

Following are the students serving as the executive board for the **AU24-SP25** academic year:

President: Zach Bilzing

Vice President: Thomas Howard

Treasurer: Anja Steinert

Social Media/Relations: Connor Bacome

Event Planner: Michal Burzawa

## **Purpose statement**

The primary directive of the Columbus Blue Jackets Club is to create an inviting atmosphere where Ohio State students can interact with their fellow Blue Jackets fans here on campus and throughout Columbus. Worth noting though is that we are not exclusive to Jackets fans only, any hockey fan can be a part of our organization (though they might receive a little teasing now and again!).

Our other directive as club members is to help our community with service. It is our duty to help those in need and this organization gives us a great vehicle to do so whether with the Jackets organization or otherwise.

## **Goals**

The clubs goals for the academic year are listed below:

1. Recruit a higher number of regular attendees to any and all events through proactive marketing. We will improve our marketing by having an active Twitter page, working with the Office of Student Life, and using materials, such as t-shirts and giveaways.

Doing this will make our presence on campus more visible. More attendance will allow the club to coordinate more events with the Columbus Blue Jackets organization, such as On-Ice Pictures after the game..

2. Host more events on campus for students to attend. These would be on campus watch parties, ice skating, B-Dubs watch parties, and NHL XBox tournaments. The goal is to have at least one to two events every month.
3. Prepare future leaders of the club for challenges that they will face by presenting them with opportunities to lead and by giving them insight on the processes and actions required to run a student organization.

## **Rules and Guidelines**

*Club Code of Conduct:*

### **Non-Discrimination Statement**

The Ohio State University is committed to building and maintaining a diverse community to reflect human diversity and to improve opportunities for all. The university is committed to equal opportunity, affirmative action, and eliminating discrimination. This commitment is both a moral imperative consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law.

Ohio State, and The Columbus Blue Jackets Club, 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.

### **General**

1. In any club meeting or discussion club members must be respectful of others as stated previously. This extends to club social outings on and off campus as well as on social media.
2. Competitive talk between member's regarding their associated hockey team is allowed as long as it does not become personal or overly aggravated. The executive board members will keep an eye on all Columbus Blue Jackets Club affiliated GroupMe communications and will use their judgement about whether or not they need to intervene.
  - a. Members will be directly contacted if their messages are deemed inappropriate. The president will be the person to reach out, unless the president cannot or asks another executive member to do it.

- b. If a member were to cause repetitive problems, having to be directly reached out to more than 3 times, then they will be removed from the group chat by the president.
3. All complaints with any other group members or club happenings must be filed by email to either [bilzing.1@osu.edu](mailto:bilzing.1@osu.edu), [howard.1618@osu.edu](mailto:howard.1618@osu.edu), or [cbjatosu@gmail.com](mailto:cbjatosu@gmail.com) or through direct message to the president on GroupMe.
  - a. Complains, depending on legitimacy, will be considered and the member that the complaint is about will be reached out to directly.
  - b. (See General 2b).
4. Any questions concerning club activities can be sent to one of the emails listed above or members can directly message any exec member on GroupMe.
5. All members must be Ohio State students whether at the main campus or a branch.
6. Various meetings will be held monthly. All members or prospective members are invited to attend.

### **On games/ events**

In the case the club attends a CBJ event or game off campus, the rules concerning the club are listed below:

1. All tickets will be ordered in advance of the game, typically at least 2 weeks (or more) before the actual event. All club members will receive an email with more specific times and locations for payment dropoff. Members MUST drop off payment to either the president or VP at this time. Late payments will not be accepted.
  - a. Members can get a refund on tickets prior to the president ordering the tickets through the Columbus Blue Jackets ticket representative. Once the tickets are ordered a refund cannot be given. The only instance in which a member can get a refund AFTER the tickets are bought through the Columbus Blue Jackets ticket representative is if another member wants to buy a last minute ticket.
2. For any games the club attends, ticket pickup will be exactly one hour before puck drop in front of the Brutus Buckeye Bench in the Union. (Ex. 7pm game start= 6pm pickup).
 

**NOTE: If the club member does not arrive within 15 minutes after the pickup time they will be left behind without refund.** We cannot wait outside the arena for members.

  - a. Members are allowed to pick up their tickets early if they plan on getting to the arena separately from the group if they coordinate with any executive board member. It is not the responsibility of the executive members to reach out to every member who bought tickets about ticket pick up.
3. If there is a pre game event, members will be emailed if there are any changes to ticket

pickup time or location. Members are asked to keep an eye on the GroupMe for any necessary last minute changes.

4. All ticket sales as well as ticket drawings will be limited to Ohio State students only. Students are allowed to purchase more tickets for friends and family to sit with them if they do not wish to be alone. The Ohio State student will then be responsible for their guests.

### *Club Executive Board Code of Conduct:*

#### **Roles**

President: The President's responsibility is to make sure the club is up to the standards. They will be in charge of providing events for the club members to attend, removing members from affiliated group chats if their behavior is deemed inappropriate (see General 2), and provide leadership and guidance to the executive members and club members. The president should be someone that club members can reach out to for questions or concerns. The president will be the person that updates the club members on club activities through email and GroupMe. The president will be the person who reached out to the Columbus Blue Jackets' ticket representative to order the group tickets and complete payment.

Vice President: The Vice President's responsibility is to assist and train under the president. The Vice President's primary responsibility will be to act as an event planner. They will coordinate with the president and other executive members on days to hold the events and will reserve rooms, order food, or call ahead at restaurants, anything that will make the event possible. The vice president will be the person responsible for replying to emails from potential members, giving them a quick run down of the club and a link to the club's GroupMe.

Treasurer: The Treasurer's responsibility is to handle the club's funds and will be in charge of club ticket purchasing. The treasurer will receive money from club members and record and notify the president of how many tickets to purchase through the Columbus Blue Jackets ticket representative. They are also in charge of member refunds if necessary. The treasurer is also in charge of requesting funds for the club activities if necessary.

Social Media Chair: The Social Media Chair's responsibility is to handle the club's Twitter and Instagram account. The club twitter and Instagram accounts are a reflection of the club so any tweets/posts shall uphold that. They are also in charge of responding to direct messages, which are usually potential members asking how to join.

## **Method of Selecting/ Removing Exec Members**

1. Since the club dynamic is similar to that of a fan club, there will not be yearly elections.
2. Members who are interested in an exec position will apply by filling out an application. The application will be sent out by the current president to the members for a designated time. Members will fill out the applications and send it to the club email.
  - a. Current exec members will look at the applications and decide which candidate will be the best fit for the club.
  - b. All applicants will be notified if they got the position or not by the current president.
3. Exec members can stay in their role for as long as they would like, as long as they finish the school year. (Example: The Social Media Chair would like to continue to be the Social Media Chair for the following school year. They are allowed to do so. They cannot continue if they know they will have to leave the role after one semester, or half a year.)
4. Exec members can release their responsibilities in the middle of the year as long as there are legitimate reasons behind leaving. Reasons include taking care of mental health, transferring schools, etc. Reasons that are not legitimate include they were bored, they don't actually want to be that position, etc.
5. Exec members can be asked to leave their position if the rest of the exec board has a unanimous decision. Reasons for asking an exec member to leave might include not fulfilling the role requirements, not upholding the club's policies or ideas, etc. The president will be the person to inform the exec member of the decision. In cases that the president is asked to leave, the vice president will take the role of informing.