

# Michigan State University Waterski Club Constitution

## NAME AND PURPOSE

Section 1. The name of this organization shall be: The Michigan State University Waterski Club

Section 2. The purpose of our organization is to promote the sport of waterskiing at both a competitive and recreational level. Furthermore, we like to create a friendly environment for students to form new relationships and grow as students and athletes.

## MEMBERSHIP

Section 1. Any student of the Michigan State University student body can be a member of the team. This includes undergraduate and graduate level students. The organization will not discriminate on the basis of age, color, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, or weight. Also, only MSU students may be officer and/or voting members.

Section 2. To become a member of the team, one must pay the proper dues, which are discussed and agreed upon by the officers, and be in good standing academically with the university. Any person who is not in good standing with the university or has not paid dues must remain off the team until those problems are taken care of.

## OFFICERS

Section 1. Each officer position will last for one term, which is one year. The officer positions are as follows: President, Vice-President, Treasurer, Public Relations Manager, Secretary, Men's Captain, Women's Captain, Fundraising Manager and Site Manager. Each officer will be up for reelection at a new term, which begins on the third Wednesday in October and ends the Tuesday before.

Section 2. Only current members of the team may vote or run for an officer position. Elections are determined by a secret ballot, and whoever has the majority of votes from the members present will be the victor.

Section 3. Duties of officers:

- a. The President shall have the following duties; to convey and preside at all meetings, to manage the teams funds, to manage all the paperwork for the teams boat and boat insurance and dock slips, to ensure tasks get delegated to the rest of the officers, and cooperate with the rest of the officers. The President will also have the final say on who is allowed to drive the boat after consulting with the other officers.
- b. The Vice President shall have the following duties; coordinate judges for the annual RIPP FEST tournament, manage alumni relations, take the place of the President if he/she is not present, and help manage the budget as well.

- c. The Treasurer will maintain all financials and maintain financial records. This includes confirming team members have paid dues, writing checks for team expenses and budgeting for the team.
- d. The Public Relations Manager shall have the following duties; to manage team Facebook, Twitter and Instagram, organize our annual formal event, to send out cards and letters, and coordinate apparel orders.
- e. The Secretary shall have the following duties; to take notes at each meeting and send those notes to the entire team, to schedule and notify the team of meetings and events, respond to emails, and help other officers when needed.
- f. Both the Men's and Women's captain have the following duties; to coach and support the men and the women on the team, most importantly to be on the take off dock at each tournament whenever a teammate is about to ski, they must make sure everyone is awake for the tournament, attend all captain's meetings, and set the rotation and pick who will ski at each tournament and register them.
- g. The Site Manager shall have the following duties; to take care of boat travel on land, change the boat oil, keep it clean, help put in the course, and take care of the dock.
- h. The Fundraising Manager will coordinate all team fundraisers with a goal to better fund the team and better public relations.

Section 4. An officer currently in term may be removed from office if they are not in good standing with the team or university. They may be removed from office by a two-thirds majority vote of the other current officers currently in term.

Section 5. It is the duty of the preceding officer to inform the succeeding officer of all duties performed of the previous terms, including all documentation. The officers should work together to allow for a smooth transition and explain all duties expected of the officer.

#### OPERATING PROCEDURES

Section 1. Meetings will be held on Wednesday's unless specified at a different time by the Secretary or the President. Meetings will be held at 9:00 p.m. and at each meeting we will discuss upcoming events, previous events, fundraising ideas, and collect dues that are owed by members.

Section 2. Our meetings will be held using Robert's Rules of Order to guide each meeting.

Section 3. A member of the officer board will be placed in charge of managing boat drivers. This will be handed down by the current driver manager, unless voted on by officer board with a two-thirds majority. The responsibilities include determining who will be qualified to drive the boat. These determinations will be contained in two categories, A and B drivers. A drivers are allowed to drive and pull other skiers. B drivers are only allowed to pull skiers when an A driver is present. Only upon the driver managers approval will a member gain or lose their A or B driver rating. Unless overruled by a two-thirds majority by the officer board. A drivers are fully responsible for the boat while in use, maintaining gas level, covering, cleaning, and hoisting.

Section 4. Other responsibilities of president to delegate at the beginning of the officer term. Website management (including NCWSA), collegiate discount orders, team photographer.

#### AMENDMENTS

Section 1. Officers are allowed to propose new amendments, if a member of the team who is not an officer has a proposal, they will have to bring attention to a current officer, who then can decide if it is worthy of being brought to the board.

Section 2. Amendments are made if an officer presents to the rest of the officers currently in term and explains thoroughly why they think the amendment should be approved and what the benefit will be to the rest of the team.

Section 3. Amendments will be approved by a two-thirds majority vote of the current officers in term.