

## **Student Carillonneur Leadership Council**

### **Article I – Name**

Section 1. The name of this organization shall be Student Carillonners Leadership Council at Iowa State University.

### **Article II – Purposes**

Section 1. The purposes for which this Council is formed are:

A. ***Mission Statement:*** The Student Carillonners Leadership Council

Exists to share the enthusiasm for the Iowa State University's campanile, the carillon and ISU traditions, as well as being an ambassador of the campanile-carillon model.

B. ***Goals:***

1. To educate Iowa State affiliates about the carillon.
2. To promote Iowa State University as an incredible institution.
3. To maintain the quality and integrity of the mobile carillon.

### **Article III - Statement of Compliance**

**Section I** - The Student Carillonneur Leadership Council abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. The Student Carillonneur Leadership Council agrees to annually complete President's Training, Treasurer's Training and Adviser Training (if required).

### **Article IV - Non-Discrimination Statement**

**Section I** - Iowa State University and the Student Carillonneur Leadership Council do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender, identity, or status as a U.S. Veteran.

### **Article V – Membership and Dues**

**Section 1.** Membership shall be open to all registered students in good standing at Iowa State University. Any person(s) who are alumni directly involved in the design and creation of the campanile-carillon model.

**Section 2.** Dues will be \$0 and will not exceed \$0 for members.

## **Article VI - Government**

**Section 1.** The officers of the Council will be elected during the spring for 1 year terms or serve until their successors have been elected and qualified.

**Section 2.** Impeachment/Removal of officers - In order for an executive member to be impeached they shall have a majority vote by members of the council. The person who is to be impeached is allowed to speak on their behalf. After impeachment the council shall wait to elect the absent position no sooner than 2 meetings after in order to provide sufficient time to members who may decide to run.

## **Article VII – Duties of the Officers**

**Section 1.** President: The President shall preside at all meetings of the council, serve as an ex-officio member of all committees, and appoint committees as needed. In addition, the president will be responsible for risk management. The role of the risk management officer is to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to the Student Carillon Leadership Council, [c] to submit documentation to ISU's Risk Management Office and [d] to ensure that Iowa State University policies are followed at all of the organization's events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable). Participate in annual training exercises in order to remain qualified.

**Section 2.** Vice-President and Event Chair: The Vice President shall preside at all meetings where the President is not able to be in attendance. The Vice President shall further have the responsibility of organizing all regular and special events for the council.

**Section 3.** Secretary: The Secretary shall maintain accurate and detailed minutes of the proceedings of all scheduled and special meetings and serve in the absence of the President and/or Vice President. In addition, the secretary shall serve as treasurer, maintaining financial records of all income and expenses and distribute reports in a timely manner to the President.

**Section 4.** Treasurer: The Treasurer will be in charge of coordinating fundraising efforts to fund traveling of the campanile-carillon model. Participate in annual training exercises in order to remain qualified. To prepare the budget for the next fiscal year.

**Section 5.** Adviser: Shall be the resource for any questions or clarifications. Will play the model at venues. The University Carillonneur will always be the advisor, no need for elections or appointment. The term of their service will be simultaneous of University Carillonneur.

### **Article VIII – Meetings**

**Section 1.** At least one meeting of the Council will be held each year.

**Section 2.** Quorum: A majority of all Members of the Council in attendance shall be necessary to constitute a quorum at any regular or special meeting of the Members for the transaction of any business properly coming before any such meeting.

### **Article IX - Finances**

**Section 1.** All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organization Accounting Office). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

### **Article X – Adoption**

**Section 1.** The constitution shall be officially adopted upon its approval by a majority vote of the members of the council in attendance at any regular or special meeting of the council.

### **Article XI – Amendments**

**Section 1.** Proposed amendments to this constitution shall be submitted in writing to the President of Student Carilloners Leadership Council at least seven (7) calendar days before any meeting of the council, and shall be discussed and, voted upon at said meeting. A two-thirds vote of all members present at any meeting duly called of the members of the council shall be required for adoption of any proposed amendment.