

CONSTITUTION of BG Undead

Mission Statement:

To facilitate a regular organized team-based game involving Nerf (and similar) toys twice (or more) per semester for the recreation and enjoyment of those involved.

Article I. Name of the Organization

Section 1. *Name*

The name of this organization shall officially be known as BG Undead.

Article III. Purpose, Aims, Functions of the Organization

Section 1. The purpose of the group shall be to organize and host a once per semester game of Zombies vs Humans.

Section 2. An additional function of the organization is to raise all funds related to hosting Zombies vs Humans games through membership fees and fundraisers.

Section 3. The aim of the organization is to promote community building, teamwork, and unity through cooperative and competitive game play.

Article IV. Membership Requirements

Section 1. Members must be a local community member of BGSU; including, but not limited to: students, professors, advisors, faculty, and staff.

Section 2. Members must comply with all University guidelines and policies, including the entire Student Handbook and Risk Management Policies.

Section 3. Members of the organization must stay current with membership dues, and are required to attend at least one event per semester, to retain active status.

Section 4. Membership dues will be voted on by the membership at the start of each academic year.

Article V. Officers

Section 1. Officers must be active members in the organization, full-time students of Bowling Green State University, and must maintain at least a 2.0 Cumulative GPA. Officers will serve a term of 10-12 calendar months, depending on election dates.

Section 2. Officer titles shall be: President, Vice President, Treasurer, Secretary, Web Administrator, Public Relations Officer, Safety Officer.

Section 3. Officer duties shall be as follows

A. The **President** shall:

Insure clear communication between the officers and members.
Oversee operations of the organization.
Adjudicate any disputes of the organization members.
Delegate and oversee all officer responsibilities.
Run officer meetings.

B. The **Vice President** shall:

Assist the President in any way necessary.
In absence of the President, take on his duties.
Act as appointed spokesman for all public appearances.
Submit forms and reserve rooms for planned events.

C. The **Treasurer** shall:

Handle all organization finances.
Set up and insure the operation of all fundraisers.
Make and distribute a yearly organizational budget.
Make a proposed yearly budget.
Submit all financial forms requested by OCA.
Be responsible for acquiring, using, and returning BG1 Card Readers.
Be personally responsible for organizational funds.

D. The **Secretary** shall:

Take necessary minutes at officer and general meetings.
Conduct and count necessary votes in said meetings.
Submit any and all necessary organizational forms to OCA.
Handle Listserv management.
Assist all other officers.

E. The **Web Administrator** shall:

Maintain web page codebase and keep it updated with the organization's needs and game rules.
Maintain website availability, server space, and database.
Work with all other officers with all web-based news updates and public relations.
Provide on-demand tech support during game play.

F. The **Public Relations Officer** shall:

Arrange publicity for the organization and its events.
Lead in establishing corporate & individual sponsors.
Coordinate with Vice President for events and publicity.
Coordinate with Treasurer for publicity expenses.

- G. The **Safety Officer** shall:
 - Become first-aid certified (paid for by BG Undead).
 - Coordinate volunteer first-aid team.
 - Coordinate with Treasurer to maintain and restock first-aid kits.
 - Coordinate with University staff for safety needs.

Section 4. Officer Elections (with the exception of Web Administrator) shall occur thusly:

- A. Once per calendar year during the month of November, at a regularly scheduled organizational meeting.
- B. First, nominations will be taken. Any member may be nominated to any office; members may nominate anyone in the organization excluding themselves. Once nominations have been taken for all positions, elections shall occur in the order of: President, Vice President, Treasurer, Secretary, and Web Administrator. Nominations may be reopened for later offices after each position is elected.
- C. Nominees will have two minutes to present to the membership. There will then be three minutes for questions from the membership. After all nominees for one position have spoken, the membership will have ten minutes for discussion, with a majority vote to extend an extra five. Discussion will be reopened for each position.
- D. If, for any reason, an officer nominee cannot be present for the election meeting, they may appoint someone to speak on their behalf.
- E. Officers shall be elected by a plurality (which is, the largest share of a vote) of those present and voting, minus those in running for the office in question.
- F. Elections may only be held when a quorum is present.
- G. In the case of **Web Administrator**, during a regularly scheduled organizational meeting and at a date determined by the officers before the November election, nominations will be taken. Nominees present their case to the officers outside of the meeting. Based on performance, the officers choose candidates from those nominees to be put up for election during the November election.
- H. Newly elected officers will be sworn in on a copy of The Zombie Survival Guide by Max Brooks.

Section 5. If there is call to remove an officer from office, the protocol shall be thus: A call to impeach may be brought up by any member of the organization. They shall submit written notice of the grounds for impeachment to the officers at least 10 days before a scheduled organization meeting. The officers will submit an email notification of the impeachment to the

membership. At the meeting, the grounds for impeachment must be presented to the group by the member making the call. The officer will have an opportunity to defend themselves. A discussion will occur, at the end of which, a vote shall be taken. A three-fourths majority of those members in attendance must be reached for the officer to be removed. The officer in question may vote on their own impeachment.

Article VI. Faculty Staff/Advisor

Section 1. The organization's advisor will be selected after each election by the elected officers, and will serve in an advisory fashion to the organization.

Article VII. Meetings

Section 1. The organization shall have general meetings once per month during the academic year. The meeting shall be run by the officers.

Section 2. Officer meetings shall occur as deemed necessary by the current officers. If an organization member has concerns that need to be addressed, they may request that an officer meeting be called within two weeks, which they may then attend.

Article VIII. Quorum

Section 1. Quorum of the organization will be required for all official business, and will be comprised of at least 20 active members.

Article IX. Referendum and Recall

Section 1. The officers will oversee all financial matters of the organization. Officers will have the authority to utilize organizational funds for expenditures of up to \$50 (fifty US Dollars) without consulting the general membership beforehand. All expenditures over \$50 (fifty US Dollars) must be pre-approved by a two-thirds majority vote of the active membership at a general meeting.

Section 2. All voting shall be conducted by a show of hands in a general meeting.

Article XI. Amendments

Section 1. Amendments to the constitution made be proposed at a general meeting by any member of the organization, and ratified by a two-thirds majority vote of the active and present members. Amendments will then take effect immediately. Dates amended shall appear at the end of this document.

Written: 3/27/07 by:
President Brian (Tag) Murphy
Vice President Peter Geldes
Treasurer Atonn Smeltzer

Amended: 9/28/08 by:
President Peter Geldes
Vice President Aaron Smeltzer
Treasurer Atonn Smeltzer

Amendment I.

Under Article V, Section 2.
The addition of Secretary as an officer title.

Addition of Article V, Section 3, Part D.
The duties of the Secretary.

Amendment II.

Addition of Section 5 under Article V
The protocol of impeaching an officer.

Amended: 2/08/09 by:
President Landon King
Vice President Patrick Conrad
Treasurer Chad Gallo
Secretary Heidi Stewart

Amendment III.

Under Article V, Section 2.
The addition of Web Administrator as an officer title.

Addition of Article V, Section 3, Part E.
The duties of the Web Administrator.

Addition of Article V, Section 4, Part E.
The election process of the Web Administrator.

Amendment IV.

Under Article I, Section 1.
The acronym of B.G.U.N.D.E.A.D. (the Bowling Green United Nerf Defense for the Elimination of Animated Dead) changed to "BG Undead" for reasons of eliminating any possible confusion of legal relations with NERF or related companies.

Amendment V.

Under Article VIII, Section 1.

Quorum is lowered from 25 to 20 members due to the number of members showing up at general meetings.

Amended: 11/21/09 by:
President Landon King
Vice President Patrick Conrad
Treasurer Chad Gallo
Secretary Heidi Stewart
Web Administrator Andrew Ross

Amendment VI.

Under Article V, Section 2.

The addition of Public Relations Officer and Safety Officer.

Addition of Article V, Section 3, Part F.

The duties of the Public Relations Officer.

Addition of Article V, Section 3, Part G.

The duties of the Safety Officer.

Under Article V, Section 3, Part B.

The deletion of Vice President duties pertaining to the Public Relations Officer.

The addition of Vice President duties pertaining to coordinating events.

Under Article V, Section 3, Part D.

The deletion of Secretary duties pertaining to the Vice President.

Addition Article V, Section 4, Part C.

The procedure for election.

Addition Article V, Section 4, Part D.

The procedure for an officer nominee who is not present for the election meeting.

Addition Article V, Section 4, Part G.

The procedure for swearing in.