

Constitution of Lafayette College Women's Club Softball Team

Article I – Name

The name of this organization shall be Lafayette College Women's Club Softball

Article II – Purpose

The purpose of the Lafayette College Women's Softball Club is to bring together individuals from the Lafayette College Community to play softball and to assist students in developing softball, teamwork, and leadership skills.

Article III – Membership

Membership in this organization shall be open to women in the Lafayette Community. If applicable, each member should have a copy of her health insurance card on file with the officers, in case of emergency. All members are required to register via the <http://dosportseasy.com/lafayetteclubs/> web site.

Article IV – Officers

The officers of this organization shall be President, Vice President, Secretary, Treasurer, and equipment manager. Their roles will be as follows:

1. **President:** The president is responsible for being a representative of the club to any campus department or outside agency, coordinating and scheduling club activities, organizing club meetings, holding fair elections once a year. She will also be in charge of creating and running practices. She will be responsible for overseeing all the officers and helping with anything that is needed. She will also be responsible for contacting members of the club to keep them updated on club issues and meetings. She must attend at least 2/3 of the practices each week. She will also have the final say in the roster, completing the game schedule, and have the final say in any club business.
2. **Vice President:** The vice president's responsibilities include: assisting the president in her duties when needed, assuming the duties of the president in her absence, maintaining forms for each member, assisting in holding fair elections once a year, conducting club meetings, setting up transportation and all other travel needs (hotels, food). She must attend 2/3 of practices each week and she will assist the president in the final say for all club business. The vice president will serve as the primary safety officer/risk manager.
3. **Treasurer:** The treasurer is to do the following things: maintain accurate club financial records, obtaining receipts and renaming funds, prepare and submit a club budget each semester, organize fundraisers. She must attend at least 2/3 practices each week.

4. Secretary: The secretary is to do the following things: inform club members about upcoming meetings, record the minutes of all meetings, maintain club membership roster, records, and files, create flyers and club advertisements, check the club mailbox, and contact all interested participants. The president and vice president will delegate other duties to her as well. She must attend 2/3 of the practices each week.
5. Equipment Manager: The equipment manager is to do the following things: ensure that equipment is maintained, secured, and in good condition, issue out equipment to club members, keep an accurate inventory of all the club equipment, purchase all new equipment for the club, she will also be in charge of equipment needed for games and practices. She will bring the equipment to each and every practice and game. If she cannot do this she will assign another member of the club to transport the equipment for that day. She must attend at least 2/3 practices each week.

Article V – Elections

1. Elections will take place yearly at the last meeting of the fall semester.
2. Any student is eligible for nomination as an officer as long as they demonstrate responsibility and dedication to the team throughout the season.

Article VI – Meetings

1. Practices will be held three times a week. It is encouraged to attend at least two of the three practices every week. Each practice session will be no more than two hours long.
2. The officers will determine regular meetings for the club.
3. The officers will meet once a week before a practice to discuss club issues and upcoming events. Special meetings will be held prior to games to discuss the roster.

Article VII – Attendance

If a player must miss a practice, they have to notify an officer. Unless there is prior notification and explanation, the failure to attend practices will result in not being a part of the roster for the upcoming game.

Article VIII – Choosing the Roster

Before each game or tournament, the officers will meet and together will decide on a roster. A spot on the roster will be determined by the following skills: skill and experience, attendance,

dedication to the club, fundraising, attitude, positions needed, previous semester participation, and knowledge of softball. Although everyone will have input, the president and vice president will have the final say.

Article IX – Amendments

Amendments to this constitution may only be made by majority vote by the Women’s Softball Team. Any Women’s Softball member may bring about suggestions for amendments. All amendments are subject to the Lafayette College Student Government’s approval.

Article X – Risk Management

Section I: Injuries

To mitigate the risk of personal injuries we shall recommend that all club members must have their own health insurance before they practice or competes. An incident report will be submitted to recreation services within 24 hours if an injury does occur. The club will always carry a first aid kit to all practices, games, and tournaments. At least one American Red Cross CPR certified individual must be present at all practices, games, and tournaments and he or she will use their best judgment on how to proceed in inclement weather.

Section II: Finances

To mitigate the risk of running a deficit or compromising the College in an event of a financial audit, the treasurer will submit a budget request form to student government. To help with the club’s expenses, the club will also collect dues from every member each semester.

Section III: Hazing

In order to reduce the risk of acts or behaviors which could be categorized as hazing, each member will learn about the definition of hazing as well as the negative effects it has on a team. If any member has any concerns, the club would recommend that they contact the Recreation Services.

Megan Tuttle
Print Co-Founder Name

Audrey Peterson
Print 2nd Co-Founder Name

10/16/14
Date

Megan Tuttle
Signature of Co-Founder

Audrey Peterson
Signature of 2nd Co-Founder

10/16/14
Date