

LGBT+ CLUB CONSTITUTION

ARTICLE I

NAME OF CLUB

The name of this club is Lesbian, Gay, Bisexual, Transgender, plus more (LGBT+) Club.

ARTICLE II

MISSION STATEMENT

The purpose of the Brookdale Lesbian, Gay, Bisexual, Transgender, plus more (LGBT+) Club is to bring together like-minded individuals & raise awareness on a variety of issues facing the LGBT+ community today and in the past. The LGBT+ Club is also here to foster relationships with others, creating a community for those who may feel out-casted from the larger student body here at Brookdale Community College. We strive to connect people through activity & discussion, finding a balance meant to make many feel welcomed & involved and to give individuals and safe environment to be themselves.

ARTICLE III

MEMEBERSHIP

Full membership in this organization shall only be available to students of Brookdale Community College regardless of race, color, gender, sexual orientation, or political, ethnic or religious affiliation. This organization shall not limit any member in the enjoyment of any right or privilege, advantage or opportunity.

All club members must be current Brookdale students with valid student identification.

ARTICLE IV

QUALIFICATION & ELECTION OF OFFICERS

1. Students who serve in these leadership positions must be currently enrolled for a minimum of six college credits (active, not audit status) and must have an acceptable ratio of credits attempted to credits earned (as defined by the college catalog).
2. Club officers must be currently enrolled, have a minimum of a 3.0 cumulative Grade Point Average (GPA), & must not be on academic or social probation.

Officers will be a President, Vice-President, Secretary, & Treasurer. Club elections will be held no later than the 2nd week of each semester.
3. The election will be done by secret ballot by club members who have attended at least two meetings & are present at the meeting when the vote is taken.

ARTICLE V

DUTIES OF OFFICERS

1. President
 - A. Preside over all meetings.
 - B. Call special meetings.

- 2. Vice President
 - C. Carry out the provisions of the constitution.
 - A. Assume the duties of the president in their absence.
 - B. Person any duties delegated by the president.
 - C. Attend all Club President/VP Meetings.
 - D. Report all the results of ICC meetings at club meetings.
- 3. Secretary
 - A. Record & keep accurate minutes of all meetings.
 - B. Act as correspondence clerk.
 - C. Print & distribute agenda for all meetings.
- 4. Treasurer
 - A. Oversee funds & finances for club.
 - B. Keep financial records & collect dues.
 - C. Pay bills & release funds as voted by the general membership.

ARTICLE VI

EXECUTIVE COUNCIL

1. The executive council will consist of the President, Vice President, Secretary, & Treasurer who shall meet as often as necessary.
2. Duties of the Executive Council
 - a. To formulate policy of the club between regular meetings & in case of emergencies, subject to approval of the general membership.
 - b. To execute policies determined by the general membership.
 - c. To govern activities of the club.
 - d. To compile agender for general meetings.

All monies of the organization shall be kept in a special account assigned by the ASBCC and the Office of Student Life & Activities. Use of allocated funds and earned income are governed by the ASBCC Finance Committee Guidelines. Authorized signatures for check disbursements will be kept on file with the ASBCC Treasurer and updated as needed.

ARTICLE VII

MEETINGS

1. Meetings will be held during college hours on Tuesdays.
2. Club meetings begin promptly at 11:45 AM.
3. Minutes must be kept of all financial action with the club secretary.
4. All club members must abide the Club Etiquette set forth by the Executive Council. Any member not abiding will be warned. Upon second verbal warning, the member will be asked to leave the meeting. The member may return to the

next meeting, & if warned again, they will be asked to leave and not return the following semester.

ARTICLE VIII

ADVISOR

The advisor should be a regular employee of the College. The duties of the faculty/staff advisor will be as defined in the Role of the Brookdale Club & Organization Advisor. The advisor may participate in all activities of the organization. Advisor's roles begin July 1, and conclude June 30, of the following year.

The role of the advisor is to:

- A. Serve as the official staff representative of the college.
- B. Work closely with the club to ensure a cooperative relationship between the advisor and the club membership.
- C. Assist each officer of the club in understanding their duties.
- D. Give particular attention to the financial activities of the group in order to prevent the incurring of organizational debts for succeeding members to pay.
- E. Assist student to understand & apply democratic principles within their own organizations, & in working with others.
- F. Be present for all official club/organization meetings & activities (business & social), & to advise students of the policies & procedures which they must follow as a club/organization.
- G. Ensure that all reasonable steps are taken to ensure the safety & welfare of club members.
- H. Ensure that appropriate college policies are upheld.
- I. To sign all club/organization requisitions for the club/organization & to make sure the 1) their student treasurer or president or vice president signs it & 2) that the expenditure is correct within all existing policies.

ARTICLE IX

RESPONSIBILITIES

1. This club accepts full financial responsibility for all activities that bear its name as official sponsor & will adhere to college regulations. All publicity for an event must bear the name of the sponsoring club.
2. This organization shall abide by all applicable rules and regulations of the College and under the privileges as granted by the ASBCC. The rules and regulations are found in such documents as the Brookdale Community College Catalog, The Student Handbook, as well as the general regulations of the college as provided by the Board of Trustees, the State of New Jersey, and the Federal Government.

ARTICLE X

AMENDMENTS TO THE CONSTITUTION

1. Any amendment change requires a two-thirds vote at a general club meeting & must then be approved at the ICC Officers' Agenda Meeting.
2. Before becoming effective, all amendments must be approved by the Student Life Board and Director of Student Life & Activities, following procedure for recognition.