

# Northridge Entomological and Phytological Club Constitution

## ARTICLE I – Name

Section 1: The name of this organization shall be the Northridge Entomological and Phytological Club

Section 2: The Club shall be informally known as the EPC

## ARTICLE II – Purposes

Section 1: The purposes of this organization shall be:

Clause 1: To stimulate interest in Phytology and Entomology among high school students.

Clause 2: To promote mutual helpfulness among students.

Clause 3: To help the faculty advisor with maintaining and organizing the Northridge Natural History Collection.

Clause 4: To organize and promote events for members, including weekday and weekend field trips to nearby natural sites of interest.

Clause 5: To partake in local restoration projects

Clause 6: To encourage the study of ornithology

## ARTICLE III – MEMBERSHIP

Section 1: High School Affiliation

Clause 1: Any high school student regardless of sex, race, religion, ethnic group, national origin, or disability who is duly registered at Northridge Preparatory school and has paid dues or its equivalent task (e.g. identifying an organism, passing a test, or partaking in an approved restoration event) for a semester shall be entitled to high school affiliation during that semester.

Clause 2: A high school affiliate shall be entitled to participate in all Club activities, to have voting rights, and to hold office.

## ARTICLE IV – OFFICERS

### Section 1: Officers

Clause 1: Officers of the Northridge Entomological and Botanical Club shall be President, Vice President, Treasurer, Secretary, Historian, and Chaplain.

Clause 2: Officers shall maintain their office for a term of 1 semester.

### Section II: Eligibility for office.

Clause 1: Any high school affiliate, classified as a Freshmen or above shall be an eligible candidate upon nomination, provided he has been a member for at least one year or approval by faculty advisor.

Clause 2: No member shall serve two (2) consecutive terms in the same office; excepting the Chaplaincy.

### Section III: Nominating Committee

Clause 1: The Nominating Committee shall be composed of all members of the Entomological and Phytological Club.

### Section IV: Election of Officers

Clause 1: Election of the officers shall be held at the first regular meeting during the month September of each year.

### Section V: Term of Office

Clause 1: Incoming officers shall be installed at the second meeting of September and shall begin their terms at that time. After performing a feat of strength.

Clause 2: Outgoing officers shall be responsible for completion of the business pertaining to their respective terms of that time.

Clause 3: In Spring of 2020, terms will last until the beginning of the next school year. This will not count as a full term.

#### Section VI: Executive Committee

Clause 1: The Executive Committee shall consist of all officers and advisors of the Northridge Entomological and Botanical Club.

#### Section VII: Abdication and Impeachment

Clause 1: Should the President leave office, the Vice President takes over.

Clause 2: Impeachment shall occur when all officers and faculty advisor vote unanimously to impeach.

### ARTICLE V - DUTIES OF THE OFFICERS

#### Section I: Duties of the President

Clause 1: To preside at all meetings.

Clause 2: To convene all special meetings.

Clause 3: To appoint all committees not otherwise provided for.

Clause 4: To have special privilege of assisting with summer Bugs and Botany Camp

#### Section II: Duties of the Vice-President

Clause 1: To perform all of the duties of the President in his/her absence.

Clause 2: To act as coordinator of all standing committee appointed by the president.

#### Section III: Duties of the Treasurer

Clause 1: To be responsible for all financial matters of the organization by keeping financial records, depositing, organization funds, making expenditures, and transacting financial affairs of the organization.

Clause 2: To be prepared at all times to give a complete and accurate report of the financial status of the club.

#### Section IV: Duties of the Secretary

Clause 1: To keep accurate and careful accounts of all meetings and leftover animal food.

Clause 2: To present the minutes at each meeting.

Clause 3: To keep complete and accurate attendance records of all members at all Entomological and Phytological Club functions.

Clause 4: To write and be responsible for all club correspondence.

Clause 5: To have subpoena power in order to ascertain reasons for unexcused absences.

#### Section V: Duties of the Historian

Clause 1: To submit articles for publication in the Northridge Newsletter (Knightly News) and the *Prospectus*.

Clause 2: To keep a running journal for club activities and proceedings

#### Section VI: Duties of the Chaplain

Clause 1: Carry out excommunications during impeachment process

Clause 2: Care for the spiritual needs of all animals, plants, and members.

Clause 3: Lead meetings in prayer, when prudent

### ARTICLE VI – AMENDMENTS

#### Section 1: Passing Amendments to the Constitution

Clause 1: All amendments to the constitution shall be voted upon by the entire membership of the Entomological and Phytological Club. 2/3rds majority necessary.

Clause 2: All amendments to the constitution or bylaws are subject to the approval of the Head of High School.

#### By-Laws

ARTICLE I - Faculty sponsor: All members of the Northridge faculty shall be eligible to serve as Faculty Sponsor, provided they have a master's degree in botany or entomology, for a term of three (3) years subject to renewal. The Faculty Sponsor(s) is/are expected to be present at all regular meetings. Duties of the faculty sponsor shall include: 1. maintaining communication between the high school students, faculty, and administration and 2. helping students with special activities. 3. announce motions dilatory.

3.27.20

Date of Adoption:

4.9.20

Date of Recognition

Mr. Jack Arnold

President

Mr. Benjamin Foster, MS Botany

Advisor

Mr. Peter Fletcher

Head of High School