

LYNDON GARDENING CLUB OFFICIAL CONSTITUTION

ARTICLE I

- A. The official name of this club should be referred to as the Lyndon Gardening Club.
- B. The purpose of the club is to teach VTSU-Lyndon students about the aspects of gardening; planting, harvesting, and plant care and maintenance. Additionally, the club will emphasize hands-on craft activities, sustainability, and mindfulness education.

ARTICLE II Membership

Section A. Types of Membership

The president and vice president of the club will be considered as active/honorary members depending on their enrollment status.

Active members are students of Vermont State University that attend a general club meeting once every four weeks. Active members are allowed to vote for club executive board members, as well as for club activities and smaller decisions. A club member must be at an active member status before the day of voting for club executive positions for their vote to be valid within the discussion.

Inactive members are students of Vermont State University that do not attend general board meetings for four consecutive weeks; these students will not have their votes counted in general club matters or towards the voting of the executive board as they are not active enough to understand the more minute details of club runnings.

Section B. Membership Qualifications

Any student, no matter which graduation year, major, academic standing, or credit hours is allowed to join and participate in the club. No previous knowledge is necessarily required for joining, but learning is encouraged. An active member is required to attend club meetings once every four weeks to maintain their active status.

Section C. Non-Discrimination Statement

The Lyndon Gardening Club or any part thereof shall not discriminate on the basis of race, ethnicity, sex, religion, creed, national origin, sexual orientation, gender identity and expression, disability, age, veterans status, marital status, or any other status protected by law.

Section D. Selection of Members

§ Members will be automatically accepted into the club upon attendance of their first meeting, they will be removed only in the cases of termination that are stated within this constitution

§ In order to properly elect executive board members, there must be a vote in which the majority is calculated in order to bring a result.

Section E. Voting Privileges

§ All active members of the club will be entitled to vote on club ideas and decisions. Voting will be held during meetings, however, so if there are any members not in attendance, then they would miss that opportunity.

Section F. Termination of Membership

§ The termination of club members will be decided and discussed by the standing president and vice president of the club unbiased and fairly. If the president and vice president determine that it is in their best interest to terminate an individual, then we will notify them over email. If the expelled individual continues to attend club meetings, public safety will be notified and asked to remove the terminated individual.

§ Termination of membership can be determined by reported verbal harassment against other members or students, sexual harassment, no-contact orders and Title-IV offenses between students , repeated disruptions and disturbances in club meetings, as well as repeated inappropriate comments and behaviors. Individuals who are disruptive, rude, and/or disrespectful will be handled with a “three-strike rule”; they will be either notified via email or spoken with by club president/vice president. This meeting should be held three times until they will be removed from the club.

ARTICLE III

Officers (Executive Board Members)

Section A. Elected Officers

President

- Responsible for attending all club meetings, unless reasonably excused.
- Running club meetings
- Setting and monitoring the club goals
- Creates an agenda for weekly meetings
- Checks in with officers occasionally regarding their duties

- Setting up and announcing special meetings
- Sets up Collaborations with other clubs.

Vice President

- Responsible for attending all club meetings, unless reasonably excused.
- Running club meetings alongside president
- Take attendance if secretary is not present

Secretary

- Responsible for attending all club meetings, unless reasonably excused
- Responsible for taking attendance
- Sending out club weekly emails
- Meet/email with club advisor to club updates and issues
- In charge of all club social media

Treasurer

- Responsible for attending all club meetings, unless reasonably excused
- Regulate and maintain club funding (in form of spreadsheet)
- Gives the president and vice president a financial report after spending
- Keep track of and record club spending

Student Government Representative

- Responsible for attending all club meetings unless reasonably excused
- Attend every SGA meeting, unless reasonably excused
- Take detailed notes of what occurs during SGA meetings
- Giving club updates during meeting, after discussing with executive board prior

Section B. Qualifications for Holding Office

Officers must be currently enrolled VTSU-Lyndon students.

Officers must attend all meetings, unless they state interfering circumstances. They must give notice 24 hours in advance (or as much in advance as possible) to the president/vice president prior to the meeting they would be missing via email, text, or word of mouth.

Section C. Selection of Officers

§ Elections will occur during the second to last official club meeting of each academic year.[Date may be shifted due to interfering circumstances or when necessary, by the discretion of the current Executive Board. If there are open positions in the club, then we will hold separate election(s) as necessary.

§ Voting will be held during a meeting by a show of hands, and the majority of hand raises wins. The person being nominated for the position being voted on cannot vote, and must be absent from the room during the voting process. Current Executive Board members cannot vote during elections. If there is a tie, then the current club Executive Board will discuss and select a winning officer.

§ Once elected, each officer will serve for the entire academic year and begin their duties immediately.

Section D. Filling Vacancies

President - If the president is not in attendance for a particular meeting, the vice president will fill the role.

Vice President - If the vice president is not in attendance for a particular meeting, the president will fill the role as well as continuing their own duties.

Secretary - If the secretary is not in attendance for a particular meeting, the vice president will fill the role. If neither the president or vice president is able to attend a meeting, then the secretary will fill the role.

Treasurer - If the treasurer is not in attendance for a particular meeting, the president will temporarily take over the role during that time.

Student Government Representative - If the position is vacant, then the executive board will make a decision regarding who will attend Student Government Association. If the Student Government Representative is not available for an SGA meeting then another Lyndon Gardening Club Executive Board member will take the role for that meeting (based on which board member is available).

Section E. Recall of Officers (Impeachment)

§ An elected officer may be removed from their position if they fail to perform their duties consistently, continually miss club meetings and events, or repeatedly display harmful behavior and language towards club members, other individuals or groups of people.

§ Voting for impeachment will only occur after the officer who will be impeached has been warned of their behavior and is aware that hereafter they will be impeached for behavior. If behavior is seen as dangerous, and could cause mental or physical harm to another member of the club the Executive Board members (except the accused) will discuss and immediately expel the Executive Board member.

§After a warning has been given if the behavior continues the impeachment will proceed. The Executive Board member leading the impeachment will send a Microsoft Word/Google form on an email to all members of the club outside of meeting times, excluding the person nominated for impeachment. The members of the club will then vote and after the majority vote is accounted for, then the president will send an email to the nominee informing them of their termination from their elected role in the Lyndon Gardening Club. Executive Board members cannot vote during impeachment. If there is a tie, the Executive Board will discuss impeachment. As long as the behaviors that caused impeachment are not held in harm to the club or any of it's members the impeached Executive Board member will still be allowed to be an active Lyndon Gardening Club member.

ARTICLE IV

Meetings

Section A. Frequency of Meetings

§Meetings will be held weekly, for a half-hour to an hour period. As of Fall 2025, weekly meetings will be held Monday nights at 6pm.

Section B. Special Meetings

§ Special meetings may be held on the basis of upcoming events and substantial club decisions.

§ Special meetings will be announced by the club's current president. If the president cannot attend, this responsibility should be adopted by the club's current vice president. If either the president or vice president cannot attend, then the secretary, treasurer, or student government representative should take the role.

§ Club members and officers will be notified about the location, time, and reason(s) for special meetings via email.

Section C. Quorum

§ Specify the percentage of active members needed for a quorum order to conduct business.

§ Large organizations should require approximately 2/3 members present, while smaller organizations should have more than 1/2 members present. Larger than 20 active members

is considered a large organization. Fewer than 20 active members is considered a small organization and only needs ½ of its members present.

Section D. Parliamentary Authority

§ There will be no particular parliamentary order of rule for this club as of Fall 2023.

ARTICLE V

Advisors

Current Club Advisor - Stan Zolnowski

§ The advisor's responsibilities will consist of encouraging active membership both outside and within the club, offering suggestions and ideas for club events and/or meetings, assisting with financial and significant club decisions. The club advisor should serve for one entire academic year at a time (two semesters). Each academic year, the previous year's advisor should automatically assume the position as long as they are employed by Vermont State University.

§ The selection of an advisor is done through the president and vice president. Potential advisors will be spoken to either in-person or through email.

§ All advisors should be faculty or staff members of Vermont State University-Lyndon or a spouse/partner of a faculty or staff member.

ARTICLE VI

Amendments

Section A. Constitution

§ Amendments may be proposed by any active member of the Lyndon Gardening Club

§ The proposal, consideration, and adoption of an amendment will be held during meetings.

§ The quorum for voting will be 75% of active members.

ARTICLE VII

Bylaws

The bylaws indicate the technical details necessary for carrying out stipulations in the constitution. The following are examples of subjects you may want to include as covered under bylaws in your constitution:

§ There will be no formal initiation for the club; people can join the club and become members as they please.

§ House rules, duties, and discipline procedures

House Rules:

- Respect the club meeting room
- Respect the officers and other active members
- Show up to meetings consistently and on time

Duties:

- All elected officers are required to perform their written individual duties
- All active members are required to attend and participate in all meetings

Discipline Procedures:

- The termination of club members will be decided and discussed by the standing current Executive Board of the club unbiased and fairly. If the current Executive Board determines that it is in their best interest to terminate an individual, then we will notify them over email. If they continue to attend club meetings, then public safety will be notified.
- Termination of membership can be determined by reported verbal harassment against other members or students, sexual harassment, no-contact orders and Title-IV offenses between students (removing the accused student), repeated disruptions and disturbances in club meetings, as well as inappropriate comments and behaviors. Individuals who are disruptive, rude, and/or disrespectful will be handled with a “three-strike rule”; they will be either notified via email or spoken with by club president/vice president after the particular meeting is held three times until they will be removed from the club. Additionally, individuals that neglect to attend more than eight consecutive meetings will be labeled inactive removed from the club email list.

§ Agendas will be made before each meeting takes place, and sent via email prior to the club meetings.

ARTICLE IX

Board of Trustees

§ The board of trustees is the legal governing body of the VSC system and nothing within this constitution is being constructed as to grant the faculty, students, or other body concerned, the authority to act outside the policies of this board.

§ The board of trustees has the right to suspend any Lyndon Gardening Club activity as they see fit.

Approved, ratified, and virtually signed by the Executive Board on: 9/24/25

President: McKenna Blay

Vice-President

Secretary: Jacob Stockman

Treasurer

Student Government Representative: