

# IUP Sailing Club Constitution

## 1. NAME

This organization is and shall be called "The IUP Sailing Club."

## 2. MISSION

The mission of this organization is to involve the IUP community in recreational sailing; to allow beginners to master basic skills leading to US Sailing certification; and to provide experienced sailors the opportunity to develop racing tactics and compete in collegiate regattas .

## 3. MEMBERSHIP

Membership in this organization is open to all members of the IUP community without regard to race, lifestyle, color, religious creed, disability, national origin, affectional or sexual orientation, or gender. In addition, this club is open to all other I-card holders in order to incorporate alumni, family members, and current and former faculty and staff to the club's membership.

## 4. OFFICERS

The officers of this organization shall include the president, vice president, treasurer, educator, and property manager.

## 5. Election of Officers

The officers shall be elected by a majority vote of dues paying members in April of each academic year, and they shall serve for one full year. Unanticipated vacancies may be filled through majority approval at a regular club meeting. All officers of the organization shall be employees or enrolled IUP students, with good academic standing as defined by the university. Nominees for the position of Educator should be responsible, skilled in sailing, and acceptable to the club advisor.

### A. Duties and Powers of Officers

1. **President** - The president shall be an enrolled student at IUP. The president shall preside over meetings, and shall have the power to fill any vacancies that may occur. The president will have primary responsibility for recruitment of members and maintenance of an accurate roster (though this may be shared or delegated to another member with club approval)..

2. **Vice President** - The vice-president shall record the minutes of all meetings of the organization and handle the distribution of same when appropriate. The vice-president shall assume the duties of the president in his/her absence. The vice-president shall have primary responsibility for Public Relations, including social media (though this may be shared or delegated to another member with club approval).
3. **Treasurer** - The treasurer shall collect and be responsible for all dues and donations. The treasurer shall maintain a budget for the organization and present an itemized account of the condition of the budget at all regularly scheduled meetings. The treasurer shall assist the president and vice-president in submitting supplemental budget requests.
4. **Educator** - The educator shall coordinate classroom and on-the-water sailing instruction, in cooperation with other experienced members of the club and/or the advisor. The curriculum shall conform to US Sailing Small Boat education and safety standards. When possible, the educator shall possess valid US Sailing Instructor certification (including CPR and First Aid). The educator (in consultation with the advisor) may appoint highly experienced club members as "Club Instructors," who will also be authorized to organize on-the-water learning opportunities.
5. **Property Manager** - The property manager shall inspect the boats for safety and performance, and shall coordinate necessary repairs and inventory, secure, and establish procedures related to sailing club property (including PFDs, instructional materials, paddles, etc.). The property manager shall make recommendations regarding necessary purchases and repairs.
6. **Fleet Captain** - The fleet captain shall maintain correspondence with MAISA, represent IUP Sailing in the MIASA draft, and coordinate participation in any formal or informal regattas. He/she may also help to assign skippers/crew and provide guidance in racing rules and tactics.
7. **Public Relations** - The public relations director person is responsible for posters, fliers, and submitting information on events and meetings to Crimson Connect, The Beak or other appropriate outlets. This may include development of campaigns to shape public opinion of the club and increase awareness on campus, seeking partnerships and other opportunities for outreach. He/she may work with the social media and recruitment directors.
8. **Recruitment** - The recruitment chair will develop strategies for gaining and retaining new members. This individual should set semester goals for membership and may plan informational tables, outreach events, and other activities to engage members. In addition, the recruitment chair may seek to

insure that the club has the best mix of activities such as learn-to-sail, racing, or non-sailing social events like barbecues or game and movie nights.

9. **Videographer / Photographer** - The videographer should oversee recording videos of practice, training and meets. This person should attend all outings and meetings and designate an alternate in someone else to fulfill the chair duties (i.e. collecting photos or videos for posts). The videographer should coordinate with the Social Media and Public Relations directors.
10. **Social Media** - The person in charge of social media should make at least one post once a week on Facebook, Instagram, Twitter, etc. Posts should promote the good image of the club and IUP. The Social Media coordinator can work with the videographer and call upon Public Relations, Recruitment, and the club advisor for assistance.
11. **Fundraising** - The fundraising chair will help the club raise additional resources for travel, sailing gear, other expenses or to defray dues. This person can also be involved in the development of logo-wear that helps promote the club, in collaboration with PR.

## 6. ADVISORS

The membership of the organization shall select an advisor(s) from the faculty, staff, or administration of IUP. The advisor shall serve the best interests of the organization and its members, and reasonably attempt to ensure that all business conducted by the organization complies with university policies.

## 7. MEETINGS

The organization shall have a minimum of 9 business meetings per year.

## 8. ATTENDANCE/ACTIVITY REQUIREMENTS

Members must attend at least one (1) meeting per academic year. Sailors who attend classroom sessions and at least (3) on-the-water sessions may ask to be tested for the US Sailing Small Boat qualifications.

Prospective members may be invited on one trial sail with the club; subsequently, they are expected to formally join the club and contribute dues.

Any club members may skipper boats under the supervision of club instructors. Certified club members may skipper boats with other club members at any time during the season, subject to boat availability.

For insurance purposes, all "crew" or "guests" should be enrolled as members of IUP sailing or Friend of Yellow Creek before sailing with a member on club boats.

Members are encouraged to participate in club fundraisers and activities

throughout the year.

Members are expected to assist with routine tasks at Yellow Creek, such as seasonal rigging of boats, launching of docks, and cleaning of the sailing base.

#### 9. EXPULSION AND IMPEACHMENT

Violations of IUP Sailing Club rules, including but not limited to any IUP Sailing Club property abuse, may result in expulsion from the organization, subject to a two-thirds (2/3) vote of the membership. An officer's failure to perform his/her responsibilities may be impeached, subject to a two-thirds (2/3) vote of the membership.

#### 10. FINANCIAL OBLIGATIONS

Student dues will be \$ \$40.00 per semester; alumni member dues shall be \$ 80.00 per semester; faculty/staff dues shall be \$150.00 annually.

#### 11. AMENDMENTS

Amendments to this constitution may be proposed by the members and approved by a two-thirds (2/3) vote of the members of the organization present at the designated meeting. Members should be notified one meeting in advance that an amendment is in question. Amendments cannot significantly change or eliminate items required for continued university recognition.

Approved by The IUP Sailing Club: October /2012

Amended, April 2017

Amended, October 2019