

## Club Council Bylaws - Updated 3-9-16

### General Policies

1. To approve or deny any petition, a minimum of 5 voting members of Club Council excluding the Treasurer must be present.
2. All documentation must be provided for any petition or reallocation of funds. If the petition is for food, a breakdown of the ingredient costs must be provided.
3. Club Council will not fund retroactive expenses. If hearing a petition for reimbursement, the Council can waive this policy with a 2/3-majority vote if extenuating circumstances apply.
4. Gas may be reimbursed up to \$0.15/mile. Documentation of the mileage must be provided.
5. At the beginning of the semester, a club is notified of their selection to serve on Club Council. Clubs have two weeks to respond with the name of their representative or they forfeit their right to seek funding for the semester.
6. If a club is unable to send a member, they forfeit their right to seek funding for the semester. A club must provide a reason, the Club Council Administrator and Treasurer will decide in the case of extenuating circumstances.
7. If Club representative misses more than two meetings, they forfeit their right to seek funding for the semester and the following budgeting period.
8. If a club serving on Club Council petitions for funding, the individual representing the club will not be present during the Council's discussion and vote on that petition. That individual's representation will count as an abstained vote in the vote count.
9. During the Fall semester budgeting period of each school year, the Council's expenses will not exceed 60% of the total available funding.
10. Except in extenuating circumstances, Club Council will not fund petitions presented by individuals not affiliated with a club/student organization.
11. Any policy can be added or amended by a 2/3-majority vote of the total Club Council.
12. Club representatives will serve on Club Council for the duration of the semester.

### Food Policy

1. Club Council will not fund food that is more than 25% of the event's total budget.
2. The event is open to the entire undergraduate Goucher community
3. This policy does not apply to cultural or food clubs. A cultural club is defined as one whose central purpose, as defined in their charter, is cultural or religious. Cultural clubs may purchase non-cultural beverages for their events. A food club is defined as one whose sole purpose is the preparation of food.

4. This policy can be waived by a 2/3-majority vote of the total Club Council
5. This policy will remain in effect until a new one is enacted by a 2/3-majority vote of Club Council.

### Conference Policy

1. A conference is an off-campus event that involves a learning or training component, and interaction with related groups who are not part of the Goucher community.
2. Club Council may grant funds for club members to attend conferences under the following conditions:
  - a. The conference must contribute to the club's ability to fulfill its chartered mission;
  - b. Club Council is satisfied that conference attendance would benefit the Goucher community, and may place additional conditions on the grant to ensure such;
  - c. While Club Council may take the number of conferences attended by a club into account when reviewing the petition, there is no limit to the number of conferences a club may receive GSG funding to attend.
3. Club Council may fund up to the first \$1000 towards attending the conference. Beyond \$1000, Club Council will match funds raised by the group up to a level deemed acceptable by Club Council under the direction of Club Council.
4. Costs for food cannot be paid for by GSG unless they are a mandatory inclusion in the conference package.
5. This policy can be waived by a 2/3-majority vote of the total Club Council.
6. This policy will remain in effect until a new one is enacted by a 2/3-majority vote of Club Council.

### Club Material Items Policy

1. Club Council will not grant funds for any material items that are intended to be kept by a club member as personal property.
2. Club Council will grant funds for material items to be worn by club members under the following conditions:
  - a. The item will be owned by the club and rotated among club members from year to year.
  - b. The club's advisor has provided written confirmation that he or she will ensure the material items is not taken home by club members at the end of the year.
  - c. The club must have a designated space in which to keep the material items over the summer and during breaks.
4. This policy can be waived by a 2/3-majority vote of the total Club Council.
5. This policy will remain in effect until a new one is enacted by a 2/3-majority vote of Club Council.