

Carleton Dragon Boat Constitution

Last Amended: July 23rd, 2023

Article I

Name of the Organization

The Organization shall be known as the Carleton Dragon Boat Club, and herein after shall be referred to as the Organization.

Article II

Purpose of the Organization

The Organization shall work towards: building confidence in individuals' general fitness, creating accessible workouts (paddling, weightlifting, erg, and CrossFit for example), competing to the best of our ability at various Dragon Boat competitions (Ice Dragon Boat Festival, Tim Horton's Dragon Boat Festival, Dragon Boat Nationals, University Dragon Boat Worlds, etc), creating an accepting and diverse environment, and building a community.

Article III Structure

The General Membership shall be the legislative body of the organization and shall be composed of all members.

The Executive shall be the Administrative body of the organization and shall be composed of members elected by the General Membership.

Article IV Membership

There shall be 2 levels of membership within the organization: general paddler membership and executive membership.

General paddlers are those who show interest in the club and come to practices, meetings and regattas. They may run for executive positions when they have good attendance and ideally have been members for at least 2 semesters (not required). Their input is necessary for the election of those running for new Executive positions.

Executive members are elected by current and outgoing executives in consultation with general paddlers.

Membership in the organization shall be valid from year to year (ex. Fall 2021 to the end of Summer 2022).

In the event that a member of the organization violates the Organization's Constitution or CUSA's Constitution and disciplinary action is being considered, the Executive shall report it to the Clubs and Societies Commissioners.

Article V Executive

President- Responsibilities: Attending meetings with the University Dragon Boat Canada Presidents, creating workouts, coordinating the team for competitions and practices.

Vice President- Responsibilities: Attending meetings with our affiliated club (Bytown Dragon Boat Club), replacing the President in the event of sickness or conflicting obligations.

Treasurer- Collecting required funds from athletes for regattas and coached practices, keeping track of spending, fundraising.

Secretary- Writing the minutes of meetings, responding to messages from the Organization's email.

Article VI Meetings

Meetings are called by the Executive at least once per semester to welcome new members, inform the team of what to expect for practices and regattas, coordinate details for regattas, or for any potential issues. The members of the Executive must agree to hold a meeting, and should at least two general paddlers bring up a reason deemed important enough to the Executive to require a meeting, it shall be organized. At least one week's notice is preferred for meetings, which are open to all members of the Organization and those interested in joining. These meetings are advertised in our Facebook group.

Article VII Elections

Executive Members are elected by consensus. All members of the Organization will be informed at least one week prior to the election meeting to decide the future Executive Member(s). If not all can be at the location of the election meeting, a Zoom link will be sent and the election will be conducted both in person and over Zoom. Should all members agree on the new Executive Member, a member of the existing Executive will inform the Student Groups Administrator. Should the election be unsuccessful, the outgoing President will inform the Student Groups Administrator of the decision to have another election meeting, or will ask for permission to have an application and interview process.

For the election process, members cast their vote using a google form with the candidates as options. The google form is created and distributed by a neutral member who is appointed by consensus. The neutral member can be any of the following:

- i) a neutral party to all elections being held within the club

- ii) a member of the Club Oversight Committee
- iii) a member of the CUSA Clubs Office
- iv) a club member or student non-member

An Executive may hold their position for two semesters, unless the Organization believes there are grounds for their removal and/or the Executive wishes to step down. Elections for new members are held in the month before a vacancy is required to be filled, which often depends upon the graduation of Executives. Members of the Organization are made aware of this at least one week prior and are all welcome to express interest in the position, however the most successful candidates generally have good attendance and have been members for at least two semesters.

The members of the Organization will be asked to provide their input on how they would feel about the nominee taking on the Executive position and vote yes or no. The majority of the Organization must vote yes for a candidate to be elected. When only one candidate is willing to fill a vacant position, the same election process applies. Should the candidate not be deemed fit for the position and there are at least two Executives , then the Executives will divide the role of the outgoing Executive(s) amongst themselves.

Article VIII Impeachment

Executive Members are removed from office when they harm other members in any way (physically, emotionally, psychologically), do not uphold their duties, do not represent the club in a positive light, fail to follow the Organization's vision, or are deemed to no longer fit their Executive role. Two week's notice is required to attempt to impeach an Executive Member. The impeachment will occur during a meeting, and will require the majority of all who attend to vote yes to impeach the individual. Any current member of the Organization may attend the meeting and vote.

Article IX Amendments

Making amendments to the Organization's constitution requires a meeting amongst Executives and/or general members who have grounds to add or remove a segment of the current constitution. The constitution is meant to protect and reflect the values of the Organization.

Article X Dissolution of the Organization

Upon dissolution of the Organization, all assets gained through CUSA shall be returned to CUSA and all other assets shall be given to the Ottawa Dragon Boat Foundation.