



Article I

Name of the Organization

The Organization shall be known as the **Lighthouse Church Carleton (Pentecostal)**, and herein be referred to as “The Organization”

Article II

Purpose of the Organization

The organization shall work towards:

- Creating a warm and inclusive environment for believers: The organization aims to provide a welcoming and inclusive space for individuals who believe in the Pentecostal faith. It seeks to foster a sense of belonging and acceptance among its members.
- Connecting people to God: The organization's primary focus is on helping individuals establish and strengthen their relationship with God. It aims to guide people in their spiritual growth and provide them with opportunities to deepen their faith.
- Fostering spiritual growth: The organization is committed to promoting spiritual growth among its members. It provides resources, activities, and support to help individuals grow in their faith and develop a deeper understanding of their beliefs.

- Guiding students towards a purpose-driven life: The organization aims to help individuals discover their purpose in life and live in alignment with it. It seeks to inspire and empower its members to lead purposeful lives based on their faith and values.
- Supporting students in need through outreach programs and resources.: The organization recognizes the importance of academic excellence and practical assistance for young people. It has established outreach programs to provide resources such as groceries, study materials, and financial aid to students in need, with the goal of empowering them to excel academically and in their personal lives.

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 1 level of membership within the organization:

- General membership

Voting and executive membership is limited to Carleton students. Non-Carleton students are not permitted to participate in leadership succession, vote in impeachment proceedings, or vote for amendments.

Membership in the organization shall be valid for a full academic year.

In the event that a member of the organization violates the organization's Constitution or any of CUSA's governing documents, and disciplinary action is being considered, the Executive shall submit a complaint regarding the matter to the Clubs Oversight Committee per the Clubs Sanctioning Procedure.

Article V

Executive

- Duties of the President:
 - Furnishing visionary leadership and direction for the club.
 - Presiding over club meetings and coordinating the tasks for the administrative team of the club

- Representing the club at external events or meetings. ensuring that the club operates in accordance with its charges and values.
- Easing communication and collaboration among club members.
- Structure connections with the university administration and other student associations.
- Representing the club at university-wide meetings or events.
- Uniting with the Carleton University Scholars' Association(CUSA) or other applicable bodies
- Ensuring compliance with university programs and guidelines. Promoting the club within the Carleton University community.
- Duties of the Vice-President Finance
 - Aiding the President in coordinating club conditioning and events.
 - Uniting with other scholar associations for common enterprise or affiliations.
 - Representing the club in the absence of the President at university events.
 - Easing communication and engagement with Carleton University scholars.
 - Supporting the spiritual growth and development of club members within the university setting
 - Manage the finances and means of the club
 - Prepare a budget for the Organization each time, or more constantly as events bear, and keep records of the fiscal deals of the Club.
 - Arrange the backing of social events of the Club.
 - Have subscribing authority for the Club
- Duties of the Secretary
 - Keeping records of club meetings and conditioning, including any relations with the university.
 - Coordinating club communication with Carleton University scholars through sanctioned channels.
 - Uniting with the Carleton University scholars' Association for club- related ads or advancements
 - Assisting in the association of events that feed the university community.
 - Liaising with university departments or installations for venue bookings or logistical support.
- Duties of the Event Coordinator
 - Collaborating with the administrative team to identify event ideas and themes. Conducting exploration and securing venues, coffers, and guest speakers or players for events.
 - Developing event suggestions, including budgets, timelines, and event generalities.

- Coordinating event logistics, such as venue bookings, outfit settlements, and transportation.
- Promoting events through colorful channels and managing event enrollment or marking processes.
- Overseeing event prosecution, including setup, program operation, and party engagement.
- Gathering feedback and conducting evaluations to ameliorate unborn events.
- Duties of the Campus engagement
 - Identifying openings for the club to engage with the original community through service systems, outreach programs, or activities.
 - Coordinating levy efforts and easing community service enterprise.
 - Cultivating connections with external associations, churches, or community leaders to foster collaboration and support.
 - Representing the club in community events or enterprises related to social justice, charity, or advocacy.
 - Promoting the club's commitment to making a positive impact within the community

Article VI

Meetings

- Meetings of the General Membership can be called by:
 - At the request of the President, for a meeting to be held not less than one week from the date of publication of the notice,
 - At the request of the Executive, for a meeting to be held not less than one week from the date of publication of the notice, or
 - At the request of any five members of the Organization
- Quorum of the General Membership
 - The presence of at least five members or the majority of of members, whichever is less, shall be necessary to constitute a meeting of General Membership for the exercise of its powers

Article VII

Leadership Succession

The Organization has chosen to run elections for its Leadership Succession. The following are the steps necessary to run elections.

- All club members would be informed more than a week in advance of a meeting to attempt to decide the future leadership of the club in a consensus fashion and of a meeting location, with virtual options available for those unable to attend in person
- Clubs may elect or appoint an individual to keep track of meeting minutes and to compile a report of this process

- The club membership may work towards consensus across multiple meetings
- If successful, the members shall also designate a member to inform and email the Student Groups Administrator with the report and meeting minutes
- If unsuccessful, the outgoing club president shall inform the Student Groups Administrator that the group will either pursue an election or ask for permission to have an application and interview process.

Article VIII

Impeachment

- Grounds for impeachment include any violation of the constitution, Carleton's Rights and Responsibilities, and/or failure to fulfill executive duties. Any member can bring forward a request for impeachment to any executive. Within 10 days of receiving this request, the executive will host a meeting with the general membership. The member alleged to have engaged in this misconduct shall be given at least 72 hours notice of the hearing and given an opportunity to present a defense. The membership will vote on whether the member will be impeached. A simple majority will result in the member being impeached. The accused member shall be immediately notified of the outcome.

Article IX

Amendments

- The Executive Board shall review and make recommendations on all bylaw revisions once a semester throughout the year
- Bylaw amendments require approval by two-thirds of the Executive Board. The amendment shall be effective immediately unless otherwise stipulated in the amendment
- A copy of any amendments to these bylaws must be submitted to CUSA within two weeks after adoption

Article X

Dissolution

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