**SGUL BOOK CLUB**

**Contents**

1. Name
2. Aims and Objectives
3. Membership
4. Subscriptions and Finance
5. Club/Society Officials
6. Duties of Club/Society Officials
7. Meetings
8. Voting
9. Constitutional Changes
10. Complaints Procedure
11. SGSU Commitments
12. Discipline
13. Declaration
14. **Name**
	1. The Club/Society's name shall be SGUL Book Club

2.0 **Aims and Objectives**

* 1. The aims of the Club/Society shall be to read novels and have a forum where books can be discussed with peers.
	2. The aims shall be achieved by having weekly gatherings to discuss the book chosen for that specific month.
1. **Membership**
	1. Membership of the Society will be open to all members of SGSU in accordance with SGSU Constitution and Policy.
	2. Members of the Club/Society shall act in accordance with SGSU Constitution and Policy.

4.0 **Subscriptions and Finance**

4.01 A membership fee is required from all Society members. The Society Officials shall determine this fee and are responsible for its collection.

4.02 The Society’s financial matters shall be dealt with in accordance with SGSU Constitution and Policy.

1. **Society Officials**
	1. An elected committee will conduct the running of the Society.
	2. The committee shall ensure that the Society abides by this Constitution.
	3. The committee will consist of the following officers who shall

be members of SGSU:

* President: Sarah Lasoye
* Treasurer: Jessica Lau
* General Secretary: Inayat Khan
* Social Secretary: Gabriela Barzyk
	1. The committee will serve for one academic year.
1. **Duties of Club/Society Officials**

6.01 The Society President is responsible for:

Leading Discussions

Overseeing Monthly Book Votes

Managerial Duties (getting snacks, setting up meetings with officers)

Making sure each Officer is meeting deadlines and completing their individual tasks

6.02 The Society Vice-President is responsible for:

* Booking Venues for the meetings
* Helping during weekly discussions
* Handling issues of members
* Communicating between SU and the society itself
	1. The Society Treasurer is responsible for:
* Membership Fees
* Dealing with Finances and the SU Grants given
* Administering funds needed for events and sorting out funds acquired from fundraisers
* Keeping Records of expenses within the societyand reimbursing funds used.
	1. The Society General Secretary is responsible for:
* Organising Emails
* Writing minutes from any committee meetings
* Emailing out announcements

6.05 The Society Social Secretary is responsible for:

* Planning Socials, fundraisers and event ideas
* Running the club’s social media accounts
* Booking Guests

7.0 **Meetings**

7.01 The Club/Society Committee shall meet regularly during term time.

7.02 Regular committee meetings are required to discuss all Society matters. Minutes shall be made available to SGSU for ratification.

8.0 **Voting**

8.1 This will take place for the election of Officials and any other issue that the Society deems of importance.

* 1. Only Society members will be entitled to vote.
	2. The results of any election shall be passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity.

9.0 **Changes to the Society Constitution**

* 1. Changes can be implemented if a two-thirds majority is obtained at an annual or extraordinary general meeting of the Society.
	2. Any changes shall be deemed provisional until passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity and subsequently ratified.
1. **Society Complaints Procedure**
	1. Any complaints shall be dealt with in accordance with SGSU Constitution and Policy.
2. **SGSU Commitments**
	1. The Club/Society shall adhere to SGSU Constitution and Policy

.

1. **Discipline**
	1. Any disciplinary matters shall be dealt with in accordance with SGSU Constitution and Policy.
2. **Declaration**

**I declare that the Intersectional Feminist Society shall abide by this**

**Constitution, drawn up on this …th day of the …th month, 2016.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Society President.**

Sign, Print and Date

**I declare that this Constitution has been ratified by SGSU and the**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Society is hereby recognized by SGSU**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU Sports/Societies Officer**

Sign, Print and Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU General Secretary**