

**CONSTITUTION AND BYLAWS OF THE
NEW JERSEY SENIOR CLASSICAL LEAGUE**

Adopted July, 2019

CONSTITUTION OF THE NEW JERSEY SENIOR CLASSICAL LEAGUE

ARTICLE I NAME AND EMBLEM

Section 1. Name. The name of this organization shall be the New Jersey Senior Classical League hereafter in this document hereinafter referred to as the NJSCL.

Section 2. Emblem. The emblem of the NJSCL shall be the torch of knowledge with the letters NJSCL superimposed horizontally and encircled with a laurel wreath.

ARTICLE II PURPOSE

The purpose of this organization shall be to enhance and promote the appreciation of the classics and classical scholarship in post-secondary education, and to advise, encourage, and assist the New Jersey Junior Classical League hereinafter referred to as the NJJCL.

ARTICLE III GOVERNANCE

Section 1. Affiliation. The NJSCL is affiliated with the National Senior Classical League and the American Classical League. No act of this organization or section of this constitution or its bylaws may conflict with the constitution, bylaws, or acts of its affiliated organizations.

Section 2. Membership. Except as otherwise provided in this Constitution or its Bylaws, the paramount authority of this organization resides in the membership. The explicit mention of certain powers of the membership does not deny or limit its exercise of others.

Section 3. Officers. The NJSCL shall annually elect a President, Vice President, Secretary, Treasurer, and Parliamentarian. The President-Elect with the consensus of the officers-elect and the advisor, shall appoint a Historian and Editor.

ARTICLE IV AMENDMENTS

Section 1. Origin of Amendments. Any member of this organization may propose an amendment to this Constitution or its bylaws by submitting an amendment to the NJSCL President, the NJSCL Parliamentarian and the advisor.

Section 2. Amendment Procedure. The membership shall consider any proposed amendments to this constitution at the annual meeting of the NJSCL.

2.1. The NJSCL Parliamentarian shall present any amendments to the membership.

2.2. The NJSCL Executive Board shall report to the membership the possible effect of the amendment and may recommend whether the proposed amendment ought to be ratified.

2.3. The membership shall ratify a proposed amendment to this constitution by a three-fourths vote.

BYLAWS OF THE NEW JERSEY SENIOR CLASSICAL LEAGUE

Article I Membership and Dues

Section 1. Membership Classes and Eligibility. There shall be two membership classes: Regular and Associate.

1.1. Regular. Secondary school graduates shall be eligible for regular membership until the opening of the final assembly at the fifth annual meeting after their graduation. Graduating seniors may join at the annual meeting of the NJSCL in the year of their graduation or at the first NJJCL Convention following their graduation.

1.2. Associate. Secondary school graduates shall be eligible for associate membership from the opening of the final assembly at the fifth annual meeting following their graduation from high school until the closing of the ninth annual meeting following their graduation from high school. Associate members possess all the rights of regular members except eligibility to hold national office.

Section 2. Dues.

2.1. Regular. The dues for regular members shall be six dollars (\$6.00) and shall cover the entirety of the period for which they are eligible for regular membership.

2.2. Associate. The dues for associate members shall be four dollars (\$4.00) and shall cover the entirety of the period for which they are eligible for associate membership.

Article II Organizational Divisions

Section 1. Local Chapters. Any members may organize a local chapter. Local chapters must receive a charter as approval from the NJSCL Executive Board. To apply for a charter, members must submit governing documents to the NJSCL Executive Board.

1.1. Chapter Bylaws. Local chapters shall adopt governing documents that follow and do not conflict with the Constitution and Bylaws of the NJSCL or the NSCL.

1.2. Charters. The NJSCL Executive Board may grant charters to, or revoke the charters of local chapters of the NJSCL. The NJSCL President shall encourage the organization of new chapters and may grant temporary charters which shall be valid for up to one year, after which time, the Executive Board shall decide whether to grant a permanent charter. In order to maintain a permanent charter, the local chapter must annually submit contact information and copies of current governing documents to the NJSCL Executive Board.

Article III Officers

Section 1. Officers. The NJSCL Executive Board will consist of a President, Vice President, Secretary, Treasurer, and Parliamentarian elected by the membership at the annual meeting, and an Editor and Historian appointed by the Executive Board-elect.

Section 2. Qualifications. An NJSCL officer must be a regular member of the NJSCL. The President and Vice President shall also have attended at least one annual meeting as an NJSCL member prior to

the annual meeting at which they are elected. No member shall hold more than one office at a time. No member shall hold the same office for two consecutive terms. NJSCL officers must maintain their qualifications throughout their term. Failure to maintain qualifications shall constitute resignation from office. In addition, a candidate for office must meet the requirements for voter eligibility established in this article in order to be elected.

Section 3. Nominations. Candidates for elected office shall be nominated from the floor of the assembly during the annual meeting. Any member may nominate an eligible member for office. Candidates so nominated may speak on their own behalf for up to four minutes.

Section 4. Election.

4.1. Time of Elections. The election of officers shall occur at the annual meeting of the NJSCL. Election of each office shall occur in the order in which the offices are listed in these Bylaws, with the winners being announced before the election of the next office begins.

4.2. Discussion. Any member may discuss or question any candidate. Candidates may remain present in the meeting throughout the election. Candidates may choose whether or not to leave the room during discussion.

4.3. Unsuccessful Candidates. An unsuccessful candidate may be nominated for another office at the election. Candidates so nominated may speak on their own behalf for up to two minutes.

4.4. Voter Eligibility. A registered delegate, who was present for either the speeches or the question-and-answer period, shall be eligible to vote. The Parliamentarian shall create a list of eligible voters.

4.5. Voting. Eligible members shall vote by ranked secret ballot. Eligible members unable to attend the voting assembly may provide the Parliamentarian with a sealed absentee ballot. The President, and Parliamentarian, shall count the ballots according to the instant run-off procedure prescribed by the parliamentary manual adopted by the NSCL. If the President or Parliamentarian is a candidate, then they shall jointly appoint an impartial teller.

4.6. No Election. Should the first ballot for an office fail to produce a winner, the members of the outgoing Executive Board, not running for the office in question, shall decide among the top two candidates (or among all candidates tied for first), by secret ballot. A majority of those voting shall be required for election. If this procedure again fails to produce a winner, the outgoing Executive Board shall decide by appointment.

4.7. Uncontested Elections. If no member objects, uncontested elections may be voted on by acclamation.

Section 5. Term.

5.1. Elected Officers. The President, Vice President, Secretary, Treasurer, and Parliamentarian shall be elected for a term of one year. The term shall begin upon inauguration at the close of the annual meeting.

5.2. Appointed Officers. The Editor and Historian shall be appointed for a term of one year or until their successor is appointed. The term shall begin immediately upon inauguration at the close of the annual meeting.

Section 6. Vacancy.

6.1. A vacancy in the office of President shall be filled by the Vice President.

6.2. Vacancies in offices other than that of the President shall be filled by appointment by the President with the consent of the Executive Board.

Section 7. Removal.

7.1. An officer may be removed by a two-thirds vote of the Executive Board.

Section 8. Duties.

8.1. President. The duties of the President shall be as follows:

- 8.1.1. Chair the meetings of the membership and the Executive Board;
- 8.1.2. Convene the membership, the Executive Board, or any committee, with cause;
- 8.1.3. Correspond with the NJJCL and NSCL.
- 8.1.4. Create and appoint any necessary committee;
- 8.1.5. Delegate responsibility for which exercise is not otherwise provided;
- 8.1.6. Assist local chapters in organizing and granting temporary charters to such chapters as needed;
- 8.1.7. Serve *ex officio* on all committees.
- 8.1.8. Coordinate and oversee the duties of the officers.
- 8.1.9. Coordinate membership promotion and alumni relations;

8.2. Vice President. The duties of the Vice President shall be as follows:

- 8.2.1. Assume the Presidency in the event of permanent vacancy of the position;
- 8.2.2. Perform the duties of the President in the event of the President's absence or temporary inability to serve;
- 8.2.3. Assist the President; and,
- 8.2.4. Assist the NJJCL with the organization of Olympika and Ludi events.

8.3. Secretary. The duties of the Secretary shall be as follows:

- 8.3.1. Carefully record all proceedings of the membership or the Executive Board, and circulate these minutes to each officer after the meeting;
- 8.3.2. Maintain any business records or other official documents in good order;
- 8.3.3. Maintain, in conjunction with the Treasurer, the roll of members and alumni;
- 8.3.4. Make the roll of members and other official documents available on the website, updating these documents when necessary;
- 8.3.5. Manage communications between the Executive Board and the membership;
- 8.3.6. Act as administrator for any NJSCL email lists; and,
- 8.3.7. Make any document or record available to any member upon request.
- 8.3.8. Maintain, in conjunction with the editor, the outreach of the NJSCL.

8.4. Treasurer. The duties of the Treasurer shall be as follows:

- 8.4.1. Collect any dues or fees or any routine debt owed to the organization;
- 8.4.2. Deposit any income to the treasury and provide for its safekeeping in the organization's name;
- 8.4.3. Disburse funds as appropriated by the Executive Board;
- 8.4.4. Maintain accurate record keeping of the NJSCL treasury;
- 8.4.5. Furnish each member with credentials;
- 8.4.6. Maintain, in conjunction with the Secretary, the roll of members and alumni; and,
- 8.4.7. Recommend an annual budget to the Executive Board.

8.5. Parliamentarian. The duties of the Parliamentarian shall be as follows:

- 8.5.1. Administer the election of officers and the voting on amendments to the Constitution or these Bylaws;
- 8.5.2. Advise any officer or other member on matter of procedure;
- 8.5.3. Help the chair maintain order at meetings;

8.5.4. Work with local chapters toward the maintenance of their permanent charters.

8.6. Editor. The duties of the Editor shall be as follows:

8.6.1. Publish and distribute a newsletter each year.

8.6.2. Create and distribute a special publication based on the NJJCL State Convention;

8.6.3. Promote the organization in publications of interest to classicists.

8.6.4. Manage, in conjunction with the secretary, outreach of the NJSCL.

8.7. Historian. The duties of the Historian shall be as follows:

8.7.1. Prepare an ongoing historical record of the NJSCL in the form of a scrapbook and official history;

8.7.2. Incorporate the official history in the NJSCL website, making updates as necessary; and,

8.7.3. Maintain the official online presence of the NJSCL.

Article IV Meetings

Section 1. Annual Meeting. The membership shall meet annually during the convention of the NJJCL.

1.1. Registration Fee. The Executive Board shall set a registration fee for the convention, payment of which shall entitle an eligible member to participate in the meeting.

1.2. Assemblies. The annual meeting shall consist of at least one assembly. The Executive Board shall give notice of each assembly to registered delegates. The President may call a special assembly, not originally scheduled, if required. Reasonable notice shall be provided for such assemblies.

1.3. Agenda. The Executive Board with the advice of the President, and Parliamentarian, shall set the agenda of each assembly. Any member may introduce business onto the agenda by written notice to the President, or Parliamentarian, or prior to the assembly at which it is to be considered.

Section 2. Special Meetings. The President or the Executive Board may, with cause, call a special meeting of the membership. All regular and associate members shall be given at least one month's prior notice of such a meeting. One third of the membership shall constitute a quorum at such a meeting.

Article V Executive Board

Section 1. Composition. The Executive Board shall be composed of a President, Vice President, Secretary, Treasurer, Parliamentarian, Editor, and Historian.

Section 2. Duties and Powers. The Executive Board shall have general supervision of the affairs of the NJJCL between its meetings and shall transact business on its behalf, subject to the authority of the membership, and the NSCL.

Section 3. Meetings. The Executive Board shall meet at the state convention of the New Jersey Junior Classical League. A special meeting of the Executive Board may be held at the call of the President, or any two officers.

Article VI Committees

Section 1. Committees. Committees, standing or special, may be established by the membership, the Executive Board, or the President. The President shall appoint all members to committees for which membership is not otherwise provided.

Article VII Handbook

A handbook for the NJSCL may be established by the Executive Board, containing procedures not provided for in the Constitution or these Bylaws. No provision of the handbook may conflict with the provisions of the Constitution or these Bylaws, or those of the NSCL or ACL.

Article VIII Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the NJSCL in all cases to which they are applicable as long as the procedures do not conflict with any statement in this constitution and bylaws, or those of the NSCL or ACL.

Article IX Amendment

Section 1. Origin of Amendments. Any member of this organization may propose an amendment to this Constitution by submitting such to the NJSCL President, or the NJSCL Parliamentarian.

Section 2. Amendment Procedure. A proposed amendment to this Constitution shall be considered at the annual meeting of the NJSCL.

2.1. The NJSCL Parliamentarian shall give notice of the proposed amendment prior to the annual meeting.

2.2. The NJSCL Executive Board shall report to the membership the possible effect of the amendment and may recommend whether the proposed amendment ought to be ratified.

2.3. The membership shall debate the proposed amendment at the annual meeting.

2.4. Voting shall take place during the annual meeting, unless postponed by the Executive Board or the membership.

2.5. A two-thirds vote of the members present and voting shall be required for passage of a proposed amendment.