

Financial Management Association

BYLAWS

ARTICLE 1. - NAME

The name of this organization shall be the Financial Management Association of Clarion University.

ARTICLE 2. – PURPOSE

The formation of this organization is to recognize the importance of finance and financial planning. The understanding of proper financial management and planning is key part to a successful future. The benefits of being a part of this organization include having a better understanding of finance and the key roles planning and proper management play in preparing for the future. Students will want to join the Financial Management Association to learn concepts of financial planning and to understand the ins and outs of the finance world.

ARTICLE 3. – MEMBERSHIP

Section 1.

A qualification of joining the club is to be a student of Clarion University. Any major or is welcomed into the Financial Management Association. The president of the organization can be contacted to discuss membership.

Section 2.

There will be no membership fees for the Financial Management Association.

Section 3.

Members of the organization will be dismissed if they show any forms of disrespect to the organization advisor, organization officers, any members of the organization, or Clarion University.

ARTICLE 4. – DUTIES AND ELECTIONS OF THE OFFICERS

Section 1.

President: The president's duty is to preside over all meetings and events. The president will ensure all events run smoothly so the organization maintains a good image. The president may also be in charge of overseeing all other member activities and is the one to whom all of the other officers must report. The president will only vote on questions before the organization when said vote will impact the outcome. The president may vote to break a tie, to cause a tie which would make the question fail, or on a question requiring two-thirds majority where the president's vote will cause or block the question's attainment of two-thirds majority.

Vice President: The vice president is to assume the duties of the president in the event of the president's absence or in the event of a vacancy. The vice president is to also organize fund raising events and speaker presentations.

Secretary: the secretary plans or distributes scheduling information for meetings and other activities. The secretary takes minutes at meetings and makes them available when necessary.

Treasurer: The treasurer is in charge of all financial aspects of the organization. The treasurer also prepares and provides financial statements to the organization and tracks all deposits, expenses and other financial dealings.

Section 2.

Elections will take place at the beginning of each school year. The campus advisor will run the election during the second meeting of the organization. Whoever would like to run for an office position may run in the election. Members will vote for whom they think deserves the position.

Section 3.

The majority vote of each officer position will be elected to that position. The majority vote is taken to assure a fair election.

ARTICLE 5. - ROLE OF CAMPUS ADVISOR

Section 1.

The advisor selected to the Financial Management Association is to be a professor of the business department. He or she will have the knowledge and experience of financial management and planning. The job of the advisor will be to assist the organization in any way the members need assistance. The advisor will serve at the pleasure of the organization.

Section 2.

The organization will mainly be run through the students. The advisor has the power to make suggestions and help the officers wherever they see fit.

ARTICLE 6. – MEETINGS

Section 1.

Meetings will be held on the second Wednesday of each month during the semester. Written notice of such meetings must be sent at least one week prior to the meeting.

Section 2.

Quorum shall be a majority of the voting membership of the organization.

Section 3.

A majority will be constituted by greater than 50% of the vote at a meeting where the organization has achieved quorum.

Section 4.

A possible agenda of a meeting will include:

- (a) discussing fund raiser ideas;
- (b) discussing possible speakers or listen to a professional speak about the industry;
- (c) electing officer for the upcoming year;
- (d) discussing tours and conferences to attend;
- (e) discussing competitions to participate in;
- (f) conducting other business and seeking feedback and additional ideas from members

Section 5.

In the case of not being able to meet on the second Wednesday of a month a special meeting may be called. In the case of a special meeting, members will be notified by the organization president. The president will send out an email to notify members about a new meeting date and time.

ARTICLE 7. – FINANCES AND FUNDING

Section 1.

There will be no dues or fees collected for the Financial Management Association.

Section 2.

If funds want to be requested, the organization will submit a budget to the Student Senate to be approved.

Section 3.

The club will be self-supporting. Throughout each semester the club will participate in fundraising activities.

ARTICLE 8. – AMENDING, SUSPENDING, AND ACCEPTING

Under a circumstance where the bylaws would need to be changed, a two-thirds majority is needed by the organization's membership. Bylaws can be change if seen fit by the officers such as if dues want to be collected, additional officer roles, requesting funds, etc.

The organization may vote to suspend the rules, such a motion requires a two-thirds majority to pass.

The organization shall conduct its business in accordance with Robert's Rules of Order Newly Revised.

All changes to the Bylaws must be approved by the Student Senate, the Vice President of Student Affairs, and the President of Clarion University.

ARTICLE 9. – RATIFICATION

These Bylaws, and its amendments, shall become effective upon ratification by the members of the Financial Management Association and following the approval of the Student Senate of Clarion University of Pennsylvania, the vice president for student & university affairs, and the president of Clarion University.