

Constitution of “Blossom Books UofT Women’s Book Club”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “**Blossom Books UofT Women’s Book Club**”
- 1.2. The official acronym or abbreviation of the group is “**UofT BB**”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to **establish a secure and inclusive environment for women to foster friendships and connect through their shared passion for reading. Additionally we aim to spread the love of reading by incorporating book donations throughout the year as a way to help out the community. We believe that by allowing individuals to have access to quality books, we can make a significant contribution to their overall well-being. Our ultimate goal is to extend this enthusiasm for reading not only within the wall's of our organization, but beyond it too. By providing a welcoming and nurturing environment to speak freely about books, we hope to encourage individuals to let their passion flow outside of the club.**

2. Article Two – Membership and Membership Fee

- 2.1. The group shall maintain a list of group members.
- 2.2. Voting membership is open to all registered students of the University of Toronto.
- 2.3. Voting membership is open only to registered students of the University of Toronto.
- 2.4. Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.
- 2.5. The membership fee will be **\$0.00** per year.

3. Article Three – Rights of Members

- 3.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.
- 3.2. All voting members have a right to attend all general meetings of members.
- 3.3. All voting members have a right to cast votes at all general meetings of members.
- 3.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.5. All voting members have a right to cast votes in all group elections and referendums.
- 3.6. All voting members have a right to propose and vote on amendments to this constitution.
- 3.7. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. Article Four - Executive Committee

- 4.1. The term for all positions on the Executive Committee shall be from May 1st to April 30th.
- 4.2. The Executive Committee shall be composed of **seven (7)** voting members.
- 4.3. All voting members of the Executive Committee must be currently registered students of the University of Toronto.

- 4.4. Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.5. The maximum number of non-voting positions on the Executive Committee shall be one (1) position or ten per cent (10%) of the positions on the Executive Committee, whichever is greatest.
- 4.6. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 4.7. No person may serve as a financial authority or signing authority for the group if they are currently serving as a financial authority or signing authority for another recognized student group at the University of Toronto.

5. **Article Five - Executive Committee Composition and Duties**

5.1. **The Presidents - Sierra Casola and Lauren Taht shall:**

- 5.1.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.2. Oversee the operations, management, and success of the group,
- 5.1.3. Serve as spokesperson for the group,
- 5.1.4. Hold signing and financial authority along with the Treasurer,
- 5.1.5. Preside over meetings of the Executive Committee and/or members,
- 5.1.6. Ensure a transition of office from one year to the next.

5.2. **The Vice-President - Serena Di Francesco shall:**

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Attend a minimum of two (2) Book of the Month meetings per semester,
- 5.2.3. Assume duties of the President in their absence,
- 5.2.4. Ensure activities of the club comply with policies of the University of Toronto,
- 5.2.5. Coordinate organizational recruitment efforts.

5.3. **The Membership and Club Coordinator - Brooke Shaughnessy shall:**

- 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Attend a minimum of two (2) Book of the Month meetings per semester,
- 5.3.3. Maintain an updated and organized database of current members,
- 5.3.4. Communicate important announcements, event invitations, and updates to all members in a timely manner,
- 5.3.5. Serve as the primary point of contact for member inquiries, feedback, and concerns,
- 5.3.6. Develop and implements strategic initiatives to attract new members and promote the benefits of club participation,
- 5.3.7. Plans, coordinates, and executes engaging and purposeful activities for club meetings, tailoring content to align with members' interests and objectives.

5.4. **The Media Coordinator - Larissa Thomas shall:**

- 5.4.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.4.2. Attend a minimum of two (2) Book of the Month meetings per semester,
- 5.4.3. Maintain an active and engaging presence on the club's social media platform,
- 5.4.4. Upload captivating and informative posts dedicated to promoting literary works, including book recommendations, author spotlights, genre highlights, and reviews,
- 5.4.5. Work closely with the Literacy Coordinator to conceptualize and produce themed content.

5.5. The Literacy Coordinator - Megan Williams shall:

- 5.5.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.5.2. Attend a minimum of two (2) Book of the Month meetings per semester,
- 5.5.3. Facilitate member engagement and participation by curating and designing monthly book voting sheets,
- 5.5.4. Collaborate with club leadership and fellow coordinators to compile a diverse selection of literary works, genres, and themes for consideration, ensuring inclusivity and relevance to member interests,
- 5.5.5. Collaborate with the Media Coordinator to develop visually appealing and compelling posts that showcase recommended reads, share insightful reviews, and spark conversations among members and followers,
- 5.5.6. Work closely with the executive team to brainstorm and develop thought-provoking discussion prompts and questions tailored to each book selection.

5.6. The Fundraising and Events Coordinator - Natasha Parvin shall:

- 5.6.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.6.2. Attend a minimum of two (2) Book of the Month meetings per semester,
- 5.6.3. Establishes and maintains partnerships with charitable organizations, non-profits, and community groups to explore mutually beneficial fundraising opportunities,
- 5.6.4. Facilitates open communication channels, conducts surveys, and hosts feedback sessions to gauge member interests, solicit suggestions, and foster a sense of participation in fundraising efforts,
- 5.6.5. Serves as the primary point of contact for all internal communications related to fundraising activities, providing regular updates and announcements to club members,
- 5.6.6. Creates promotional materials, such as flyers, posters, and social media posts, to support fundraising campaigns and events, effectively communicating key messages and driving participation,
- 5.6.7. Plans, coordinates, and executes a diverse range of fundraising events and initiatives tailored to engage and inspire club members and the broader community.

6. Article Six – Elections

- 6.1. All voting positions on the Executive Committee shall be filled through an annual election.
- 6.2. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.
- 6.3. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
- 6.4. Non-voting group members shall not be eligible to cast a ballot for any elected position.
- 6.5. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
- 6.6. On the condition that multiple candidates are to be elected for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.

6.7. The elections must be held in an unbiased manner. No individual who is seeking election may participate in planning or administering the election.

7. Article Seven – Finances

7.1. The Treasurer shall keep an active record of income and expenses.

7.2. The Treasurer shall present the group's updates on the group's financial position at annual general meetings.

7.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.

7.4. The group may not engage in activities that are essentially commercial in nature.

7.5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.

7.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.

7.7. The group will not pay salaries to any of its officers.

8. Article Eight – Meetings

8.1. The Executive Committee shall meet monthly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.

8.2. The group shall hold general meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.

8.3. The Executive Committee must announce the date of a general meeting to the general membership at least two (2) weeks prior to the date of the meeting.

9. Article Nine - Termination of Membership

9.1. The Executive Committee may revoke the membership of any member of the club who commits an act negatively affecting the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest.

9.2. A vote to revoke membership must be held at a meeting of the Executive Committee.

9.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.

9.4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.

9.5. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.

9.6. Following a termination of membership, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

9.7. Executive Committee members are subject to the same termination of membership process as general members.

10. Article Ten – Amendments

10.1. All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.

10.2. All voting members may propose and vote on amendments to the constitution.

- 10.3.** The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.
- 10.4.** Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.