**Constitution of Tonal Ecstasy A Cappella**

Ratified by Club’s Membership on: 08/25/14
Ratified by SSMU Council on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Article I-Name**

1.1 The official title of the club shall be Tonal Ecstasy A Cappella (hereinafter, the Club).
1.2 The performance sector of the Club may choose a different stage name for concert purposes
at any time.

**Article 2-Purpose**

2.1 The Club shall unite those with an interest in a-cappella performance; the performance sector of the Club shall rehearse and sing a-cappella music; the performance sector of the Club shall perform for the McGill community, as well as the surrounding community.

**2.2 Code of Conduct**
2.2.1 The Club shall carry forth its mandate from an anti-oppressive and equitable standpoint AND equal respect shall be given to all members, including those of disadvantaged backgrounds, regardless of but not limited to gender, age, race, ethnic or national origin, religion, sexuality or sexual orientation, mental or physical abilities, language, or social class.
2.2.1.1 No member shall make personal profit from the club
2.2.2 Any executive member who fails to fulfill their responsibilities shall be subject to the expulsion procedure outlined in this constitution

**2.3 Student Group Civility**
2.3.1 The club will maintain cordial and respectful relations with all other clubs, services and independent student groups
2.3.2 The club will not use SSMU resources and/or their club status to prevent other clubs, services or independent student groups from fulfilling their mandate, including but not limited to their acquisition of resources and pursuit of activities.
2.3.3 If problems arise between groups, a member of the executive committee and/or collective of the club shall be responsible for contacting the SSMU Vice President of Clubs and Services and attempt to remedy the problem in a collegial fashion.

**2.4 Environment**
2.4.1 The club shall make attempts to regularly monitor the environmental impact of all its events and operations
2.4.1.1 Clubs must attempt to utilize the services and resources available at SSMU in order to maximize capacities for equitable decision-making and environmental stewardship. These include but are but are not limited the use of the plate club, green events guide, applications for the SSMU Green fund, assistance of the SSMU environment commissioners, environment committee and green events coordinators
2.4.2 The club must attempt to find sustainable alternatives to the non-recyclable #6 plastic, effective waste management, providing vegan and vegetarian options, purchasing clothing which is ethically sourced and environmentally-friendly, purchasing local and sustainable alcohol, fair trade coffee and tea, and local and/or organic foods.

**Article 3-Membership**

3.1 Membership for a club under the Students’ Society of McGill University is open to all SSMU and PGSS members, including those of disadvantaged backgrounds, regardless of but not limited to gender, age, race, ethnic or national origin, religion, sexuality or sexual orientation, mental or physical abilities, language, or social class.
3.2 Only Students Society of McGill University (SSMU) and Post-Graduate Students Society
(pGSS) students are eligible to be elected as officers and to hold voting privileges.
3.3 Associated non-voting membership may be allowed for all others.
3.4 Members may audition for the performance sector of the group. Auditions will be scheduled
by the President. Notification of auditions will be given at Club meetings. Admittance to the performance sector of the group is the jurisdiction of the existing
performance sector.

**Article 4- Executive Council**

4.1 The executive of the Club shall consist of a President, a Music Director, a Vice President Internal, a Vice President Finance, a Vice President Media, and a Vice President Tech.

**Article 5- Portfolios**

5.1 The President shall:
 - oversee all administrative aspects of the Club and the performance sector;
 - chair all meetings held;
 - represent the club at all official functions;
 - co-sign all financial transactions with the Vice President Finance;
 - co-sign all minutes with the Music Director;
 - be custodian of all club documents and meeting minutes;
 - maintain contact between the Club and SSMU;
 - explore off-campus performance options.
5.2 The Music Director shall:
 - oversee all musical aspects of the Club and the performance sector;
 - work in tandem with the President to make music and member-related decisions;
 - co-sign all minutes with the President;
 - oversee the audition process for the performance sector of the group.
5.3 The Vice President Internal shall:
 - assist the president with all aspects of the Club;
 - organize social activities including but not limited to retreat, roadtrip, and initiation.
 - assume the duties of the president in his/her absence;
5.4 The Vice President Finance shall:
 - if necessary, determine the amount and collect membership dues;
 - maintain records of financial transactions approved by club members;
 - co-sign all financial transactions with the President.
5.5 The Vice President Media shall:
 - publicize concerts, workshops, and meetings;
 - update all social media platforms including Facebook, Twitter, and Instagram;
 - maintain website and Youtube channel;
 - create all promotional material including flyers;
 - hire photographer and videographer for concerts and performances.
5.6 The Vice President Tech shall:
 - be responsible for all sound equipment for the Club and performance sector;
 - rent or buy sound equipment if necessary;
 - be responsible for set-up and take-down of equipment at performances.

**Article 6-Fees**

6.1 A membership fee $0-$20 per year is required of all members.
6.2 Further funds will come from concert revenues and/or fundraising.

**Article 7-Finances**

7.1 The Executive Committee or Collective shall examine the financial records, and prepare an audit, complete with records of all transactions and receipts, to be submitted to the SSMU at the end of each semester before May 31st of each year.
7.2 All club bank accounts must be kept at Scotiabank as subsections of the SSMU account
7.2.1 Each account must have a minimum of two and maximum of three signing officers
7.2.2 In order to receive funding of any kind from the SSMU, the club must have a Scotiabank account
7.3 The finances of the Group may not be spent without approval of the executive committee.

**Article 8-Meetings**

8.1 Exec meetings shall be held at least once a month.
8.2 Notice of Club meetings by phone, e-mail, and/or Facebook shall be at
least one week prior to the meeting.
8.3 Performances of the performance sector will be held at least twice a year, one in the fall and
once in the spring.
8.4 The performance sector of the Club will meet twice a week, separately from the monthly
administrative meeting.

**Article 9-Electoral Procedures**

9.1 A general meeting shall be held in March for executive elections. Elections will be held by
secret ballot in person.
9.2 Elections shall be presided over by a graduated member.

**Article 10- Affiliations**

10.1 Not affiliated with any national or international organizations.

**Article 11-Amendments**

11.1 Any member of the club may propose an amendment to the Constitution.
11.2 In order to amend the constitution, consensus on the proposed amendment must be reached at a General Meeting.
11.3 All amendments shall be submitted to the Interest Group Coordinator, will be reviewed by the Interest Group Committee and ratified by the SSMU council before they take effect.

**Article 12-By Laws and Policies**

12.1 The club shall create and maintain bylaws that cover the operations of the club which are not specified in the Constitution.
12.2 The club’s bylaws shall not contravene the Constitution.
12.3 The club by laws must be available to any member of the SSMU when and if requested.

13 Article XIII: SSMU Constitution, By-Laws and Policies

13.1 In case of any inconsistencies between the Club Constitution and the SSMU Constitution and By-Laws, the SSMU Constitution By-Laws and Policies shall take effect.
13.2 If there are any areas not covered in this Constitution, the SSMU Constitution, By-Laws and Policies shall take effect.