

Constitution, By-Laws and
Rules of Order

—OF THE—

Cresophian
Literary Society

—OF—

Marshall College

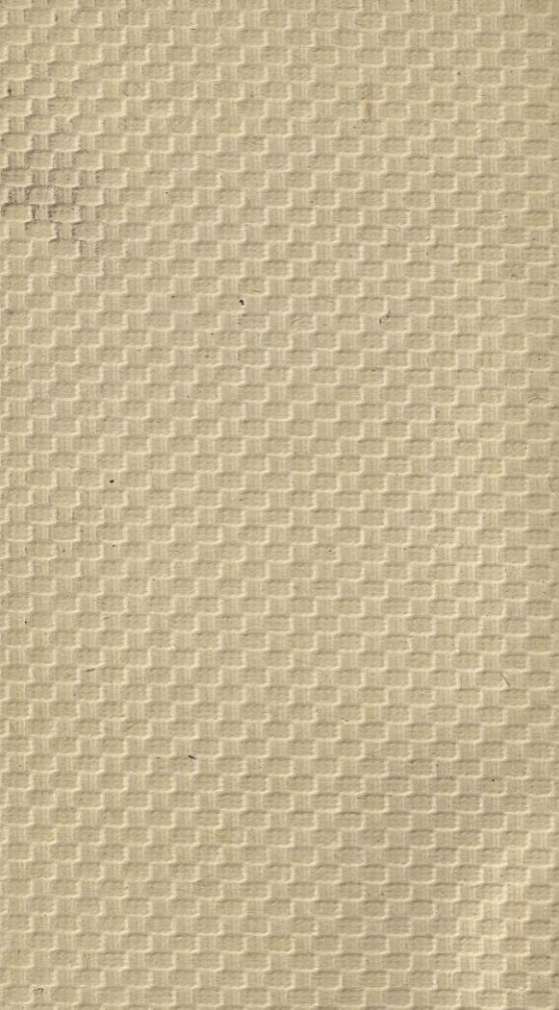
HUNTINGTON

W. VA.

Revised September, 1901

Revised September, 1907

Revised December, 1909



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Rules of Order

— OF THE —

**Erosophian
Literary Society**

— OF —

Marshall College

HUNTINGTON,
W. VA.

Adopted September, 1894
Revised September, 1897
Revised December, 1899

PREAMBLE

We, the students of Marshall College, in order to acquire and disseminate literary and scientific knowledge; cultivate a correct mode of speaking; create a taste for literary pursuits; and to qualify ourselves for the various duties of public life, have organized a society for mutual improvement in elocution, composition and debate, and have adopted the following Constitution, By-Laws, and Rules of Order for our government.

CONSTITUTION

ARTICLE I.

NAME.

The name of this society shall be the Erosophian Literary Society of Marshall College.

ARTICLE II.

OBJECT.

The object of this society shall be the mutual improvement of all connected with it in debate, declamation, composition and general literature of a purely moral tone.

ARTICLE III.

MEMBERS.

Sec. 1. Any student of Marshall College or Marshall Business College may become an active member of this society by a two-thirds (2-3) vote of the members present.

Sec. 2. All officers, teachers and graduates of Marshall College may become honorary members by a two-

thirds (2-3) vote of the members present, and while inactive attendance, shall have the same rights as active members, except where the inter-society rules conflict.

Sec. 3. No person shall be eligible to membership who is a member of any other literary society of Marshall College.

ARTICLE IV. OFFICERS.

Sec. 1. The official body of the society shall consist of a president, vice-president, secretary, assistant secretary, treasurer, critic, marshal, doorkeeper and a reporter.

Sec. 2. All officers except the marshal and doorkeeper shall be chosen by ballot and by the majority of the votes cast. Such elections shall take place at the last regular meeting of each term.

Sec. 3. A term of office shall be one school term, beginning with the first regular meeting of the term.

Sec. 4. No member shall be eligible to the same office twice during any school year.

Sec. 5. Should any officer neglect his duty or be incompetent to discharge the same he may be removed by a two-thirds (2-3) vote of the members present.

ARTICLE V.

PRESIDENT.

It shall be the duty of the president to preside at all meetings of the society; to enforce a rigid observance of the Constitution, By-Laws and Rules of Order; to decide all questions of order not otherwise determined in this Constitution, By-Laws, and Rules of Order; to impose fines as provided for in the By-Laws and Rules of Order; to announce each item of business in its proper place; to appoint all committees not otherwise provided for; to see that the other officers perform their respective duties, to appoint, for his term of office, a marshal a doorkeeper, and a reporter to inspect and announce the results in all cases of voting; to draw on the treasurer for all sums of money appropriated by the society; to install all succeeding officers; and to perform such other duties as his office may require. He may vote in all cases of voting by ballot. He shall neither take part in any discussion while in the chair nor make or second any motion.

ARTICLE VI.

VICE-PRESIDENT.

It shall be the duty of the vice-president to perform the duties of the president in case of the absence of that

officer; to appoint all regular performers; to notify the same at least one week in advance; to present the question for discussion; and to perform such other duties as his office may require.

ARTICLE VII.

SECRETARY.

The secretary shall keep, in a book provided for that purpose, a record of all the proceedings of the society, and a file of all papers and documents of the society. He shall call the roll; notify each member of his election, as soon as practicable, after said election; write all communications of the society not otherwise provided for. He shall, at the end of his official term, submit, to a committee of two, appointed by the president, for inspection, all books and documents belonging to the society. He shall perform all other duties which his office may require.

ARTICLE VIII.

ASSISTANT SECRETARY.

The assistant secretary shall be an assistant of the secretary and shall perform the duties of that officer in case of his absence.

ARTICLE IX.

TREASURER.

It shall be the duty of the treasurer to receive all moneys belonging to the society; keep an account of all dues and fines and receipts and expenditures, and the objects thereof; he shall ignore all orders, except those signed by the president and indorsed by the secretary. He shall report the condition of the treasury whenever required by resolution of the society, and shall, at the end of his term of office, submit a written report of his accounts to the society, and shall submit the same, together with all documents and funds in his possession, to an auditing committee of two, appointed by the president. He shall perform all the other duties which his office may require.

ARTICLE X.

CRITIC.

The critic shall get a list of the performers and debates submitted, from the vice-president, one week before the execution of the program. He shall review and criticise all the performers with respect to their manner of delivery, logic, clearness, conciseness, correct use of language, etc., immediately after the close of the performance.

ARTICLE XI.

MINOR OFFICERS.

Sec. 1. The marshal shall preserve order in the society, collect ballots, and perform such other duties as his office may require. He shall be subject to the orders of the president in the name of the society.

Sec. 2. The doorkeeper shall take charge of the door and shall admit all persons who seek admittance, and who, in his judgment, are worthy of admission. He shall admit no person during any performance.

ARTICLE XII.

MEETINGS.

Sec. 1. This society shall, unless otherwise ordered by a majority vote of the society, meet on Friday evening of each week, in Marshall College

Sec. 2. Special meetings shall be called by the president at the written request of six active members.

Sec. 3. Seven active members shall constitute a quorum for the transaction of business.

ARTICLE XIII.

ORDER OF BUSINESS.

Sec. 1. The order of business shall be as follows:

1. Roll call.
2. Reading of minutes and fines.

3. Election of new members.
4. Appointing of judges.
5. Performance—decision.
6. General discussion.
7. Report of critic.
8. General remarks on performance.
9. Reports of committees.
10. Unfinished business.
11. Miscellaneous business.
12. Adjournment.

Sec. 2. A motion to change, suspend, or postpone the regular order of business, shall require for its adoption a vote of two-thirds (2-3) of the members present.

ARTICLE XIV.

BY-LAWS.

By-Laws and Rules of Order not contrary to this Constitution may be adopted, but the same may be suspended, in case of an emergency by a two-thirds (2-3) vote.

ARTICLE XV.

AMENDMENTS.

No addition or amendment shall be made to this Constitution, nor shall any part of it be repealed without a two-thirds (2-3) vote of the society and two week's previous notice.

BY-LAWS.

ARTICLE I.

Sec. 1. Any person desiring to become a member of this society may do so by presenting his name to the society, with an initiation fee of fifty (50) cents, whereupon action shall be taken by the society at the next meeting.

Sec. 2. Every candidate, upon his election, shall sign the Constitution and By-Laws of the society, and thereby agree to support the same and pay all legal demands against him as long as he remains a member.

ARTICLE II.

NOMINATIONS.

The order of nominations shall be as follows:

1. President.
2. Vice-President.
3. Secretary.
4. Assistant Secretary.
5. Treasurer.
6. Critic.

ARTICLE III.

STANDING COMMITTEES.

Sec. 1. There shall be two standing committees (1) A committee known as the inter-society committee, whose duty it shall be to arrange all business affairs with any other society of Marshall College. (2) A Committee known as the "Hall Committee," whose duty it shall be to oversee the Literary Hall; to arrange for and take care of the necessary decoration of the same.

ARTICLE IV.

DUES.

Every active member shall pay monthly dues to the amount of ten cents on the first Friday of each month.

ARTICLE V.

FINES AND PENALTIES.

This society or its executive may impose the following fines:

Sec. 1. Any member who shall, at any meeting of this society, make use of any improper language, or refuse to obey the commands of the president when called to order, or be guilty of any disorderly conduct, shall be fined for each offense ten cents.

Sec. 2. A member absenting himself from two meetings during any

month without a good excuse shall be fined ten cents.

Sec. 3. If a member appointed to serve on a committee neglect his duty he shall, unless he present satisfactory excuse, be fined ten cents.

Sec. 4. In case an officer neglect his duty he shall upon motion of a member and with the consent of the society be fined ten cents, and should he still persist in neglecting such duties as are laid down in the Constitution and By-Laws he may, unless a satisfactory excuse be given, be removed from office by a two-thirds (2-3) vote of the members present.

Sec. 5. Any member failing to perform his regular duties shall be fined ten cents.

Sec. 6. If any member shall call another to order and fail to sustain his point he shall be fined ten cents.

Sec. 7. After a member's fines and assessments shall have accumulated to the amount of twenty cents he shall be notified by the treasurer, and if he still neglects payment he shall, at the next regular meeting, be suspended for two weeks, and if then in arrears, shall be considered expelled.

Sec. 8. For such acts of disorder and neglect of duty as are not noted in the above sections the chair may impose a fine not exceeding ten cents.

Sec. 9. No member shall be ex-

cused for non performance of duty, absence, or violation of parliamentary usage, (except in case hereinafter provided for), without a two-thirds (2-3) vote of the members present. But any member absent on account of sickness will be considered excused without a vote.

Sec. 10. The secretary shall at the end of each month make a report to the treasurer of the fines and dues which have accumulated during that month with the names of the persons owing the same.

ARTICLE VI.

APPEALS.

Any member shall have the right when fined by the chair to appeal from his decision, and if the society by a two-thirds (2-3) vote of the members present refuse to sustain the position of the chair said fine shall be remitted.

ARTICLE VII.

SUSPENSION AND EXPULSION.

Sec. 1. Any person who shall refuse to conform to the Constitution, By-Laws, and Rules of Order of this society, or be guilty of repeated disorderly conduct, shall be subject to suspension or expulsion according to section 2.

Sec. 2. When notice shall have been given and the causes stated for the suspension or expulsion of a member, it shall be announced at one regular meeting previous to action thereon within which time the accused shall be permitted to show reasons why he should not be suspended or expelled and to demand a vote; but if two-thirds (2-3) of the members present vote in favor of the motion to suspend or expel it shall be carried and cannot be reconsidered.

Sec. 3. In all cases of suspension the time shall be specified.

Sec. 4. Members expelled cannot be proposed for membership within one term after date of expulsion.

Sec. 5. All actions of the society relating to the individual interest of any member shall be communicated to him by the president, or in his absence, by the vice president, within two days after said action.

Sec. 6. Any member who resigns or is expelled from the society cannot become a member again until all arrears at the time of his resignation or expulsion are paid in full.

ARTICLE VIII.

AMENDMENTS.

No addition or amendment or alteration can be made to the By-Laws nor

can any part of them be repealed, without a two-thirds (2-3) vote of the Society and two weeks previous notice.

RULES OF ORDER

Rule 1. In the absence of the President and Vice President the Society shall choose a President pro tem., who shall immediately take the chair.

Rule 2. After the meeting has been called to order, each member shall immediately take a seat, which he shall not leave during the meeting unless by permission of the chair. He shall not interrupt the meeting by reading or conversation without permission as above, nor shall any member leave his seat while another is speaking.

Rule 3. Every member shall have the privilege of speaking twice on any question under consideration, but not oftener unless by permission of the Society, and his speeches shall not be longer than five and three minutes respectively.

Rule 4. When a motion has been made and decided it shall be in order

for any member having voted with the majority to move the reconsideration thereof if done within three weeks after being voted upon.

Rule 5. At the call of two members the President may grant a division on the question when the same shall admit.

Rule 6. Any member shall be allowed to remark on the performance after they have been revised by the critic, but such members shall not speak more than twice nor longer than three minutes each time.

Rule 7. Each performer, except the debaters, shall hand to the President the subject of his performance before the opening of the Society, so that it may be announced when he is called upon to perform, in default of which he shall be fined ten cents.

Rule 8. Every motion shall be reduced to writing should the President or Secretary so desire.

Rule 9. Just before proceeding to the regular performance, the President shall appoint three persons to act as judges for the evening, who shall decide upon the comparative merits of these, and announce their decision to the President.

Rule 10. There shall be, each evening, not fewer than five (5) performers, who shall have been duly notified;

one or more declaimers, one or more essayists, one or more orators, and two or more debaters.

Rule 11. Each debater shall be allowed one speech, not to exceed fifteen minutes; and the affirmative shall have five minutes to close the argument.

Rule 12. There shall be no using of tobacco, taking of refreshments, or unnecessary whispering in Society hall while in session.

Rule 13. The Vice President shall furnish the President a copy of the program and an outline of the performances, etc.

Rule 14. When votes are to be counted, it shall be the duty of the President to appoint two persons to act as tellers.

Rule 15. All points of order not provided for under the Constitution, By-Laws and Rules of Order of this Society shall be decided in accordance with "Robert's Rules of Order."

Rule 16. Any rule of order may be suspended at any meeting, but it cannot be repealed except by a two-thirds (2-3) vote and one weeks previous notice.

Rule 17. The majority of the judges shall constitute a decision.

Rule 18. The program shall be so arranged that all performance, except

the debate, shall be upon one topic. This may be varied at the discretion of the Vice President.

Rule 19. No regular session of Society shall be held for more than two hours, unless by a vote of two-thirds of the members present.

L. B. HILL,
BROOK PROSE,
Committee on Revision.





