

**ASB Club Constitution and Bylaws  
Arcade Middle School**

**Constitution and Bylaws for  
Arcade Club Theater (ACT)**

**Article I - Name, Purpose, and Authority**

The name of the organization will be “Arcade Club Theater (ACT)”.

Our purpose is to create opportunities for our students to participate in enriching, educational, and inspirational theatrical experiences as directly approved by the student council and indirectly by the school site administrator and the governing board of SJUSD.

**Article II - Membership**

All students enrolled in Arcade Middle School are eligible for membership.

**Article III - Meetings**

Meetings will be held Wednesday's and Friday's, immediately after school with the possibility of additional meetings for show preparation.

**Article IV - Club Officers**

The club officers shall consist of the following:

- President: Jaxon Doell
- Vice-President: Aubrey Porter
- Treasurer: Eve Stephenson
- Secretary/Publicity Chair: Joshua Yang

**Article V - Duties**

The club president will have the following duties:

- To preside over meetings of the club
- To call special meetings of the club
- To plan and prepare an agenda for the club meetings

The club Vice-President will have the following duties:

- To serve as the club president if the president becomes unable to fulfill his/her duties, either temporarily or permanently
- To support the club president

The club Treasurer will have the following duties:

- To maintain complete and accurate record of all club receipts and disbursements
- To oversee club fund-raising efforts
- To supervise the preparation of the club budget

The club Secretary/Publicity Chair will have the following duties:

- To maintain accurate minutes of each club meeting
- To carry out all correspondence for the club
- To publicize all club activities and fund-raisers through the school announcements, and bulletin boards.

#### Article VI - Elections

The club will hold the election of officers once a year. The voting will take place by secret ballot.

#### Article VII - Amendment

A two-thirds majority vote of the members in attendance is required to amend this club constitution.