



## **The OJCL BY-LAWS**

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### **ARTICLE II - DUES**

2.1: OJCL annual chapter dues will be \$20.00 per Chapter. OJCL annual student dues will be \$2.00 per Member. Dues are payable to the OJCL.

### **ARTICLE III - RIGHTS OF MEMBERSHIP**

3.1: Chapter Rights

3.1.A Rights of All OJCL Chapters:

- i. to win club awards and participate in the Certamen at the OJCL Convention.
- ii. to provide delegates eligible to win individual awards at the OJCL Convention.
- iii. to provide students to serve on appropriate OJCL committees.
- iv. to receive all OJCL publications, including the Torch: Ohio, all OJCL informational packets,

and the OJCL Convention registration packet.

v. to receive other rights accorded to Chapters by NJCL.

### 3.1.B Rights Only of OJCL Chapters in Good Standing:

i. to vote in the election of OJCL Officers and ratification of amendments.

ii. to sponsor a candidate for state office.

iii. to induct students into the National Latin Honor Society.

iv. to sponsor students for OJCL scholarships.

vi. to receive other rights accorded to Chapters in good standing by NJCL.

### 3.2: Student Member Rights

#### 3.2.A Rights of All OJCL Members:

i. to win individual awards at the OJCL Convention.

ii. to participate on appropriate OJCL Committees.

iii. to receive other rights accorded to Members by NJCL.

#### 3.2.B Rights Only of OJCL Members in Good Standing:

i. to be a Voting Delegate and participate in Chapter caucus at the OJCL Convention.

ii. to run for state office with the consent of a sponsor

iv. to apply for OJCL Scholarships.

v. to propose amendments to the OJCL Constitution and By-laws.

vi. to receive other rights accorded to Members in good standing by NJCL.

### 3.3: Sponsor Rights

#### 3.3.A Rights of All OJCL Sponsors:

i. to attend the OJCL Convention.

ii. to participate on appropriate OJCL Committees.

iii. to receive other rights accorded to Sponsors by NJCL or ACL.

### 3.3.B Rights of OJCL Sponsors in Good Standing:

i. to nominate, run, and vote in the election of State Chairs

iv. to propose amendments to the OJCL Constitution and By-laws.

v. to vote in the ratification of those amendments specified in Articles on amendments in the OJCL Constitution and By-laws.

vi. to receive other rights accorded to Sponsors in good standing by NJCL or ACL.

### 3.4: SCL Member Rights

A. to attend the OJCL Convention

B. to receive other rights accorded to SCL Members by the OSCL or NSCL.

## **ARTICLE IV - DUTIES OF THE OFFICERS**

### 4:1 Duties of all Officers

- A. to make a serious effort to attend the National Junior Classical League Convention (held in late July/early August)
- B. to attend the Changeover Meeting (held after the State Convention), the Fall Planning Meeting (held before Fall Forum), the Fall Forum , the Convention Planning Meeting (held before convention), and the OJCL Convention , and all other possible OJCL events
- C. to prepare a printed annual report to be given at the State Convention
- D. to write an article for each edition of the *OJCL Torch*, the official publication of the OJCL, for the duration of their term
- E. to preside over a meeting in the absence of the President, delineating gavel order.

### 4.2: President\*

A. to preside at all meetings of the Executive Board

B. to preside over all General Assemblies at the OJCL Convention.

C. to create the agenda for all Board meetings at least one week prior to said meetings

- D. to appoint all committees and supervise their actions. The president will have the right to serve as an ex officio member of all committees
- E. to see that all projects planned for the year are carried out with the cooperation of the Executive Board
- F. to ensure an OJCL voting delegate attends all required National Convention meetings in order to secure voting privileges at the Convention.
- G. to preside at all State Fellowships during the National Convention if in attendance at said Convention\*\*
- H. to fill any vacant office on the Executive Board with the consent of that board

#### 4.3: First Vice-President

- A. to promote JCL to non-member schools and encourage them to join JCL
- B. to encourage former chapters to rejoin JCL
- C. to produce and distribute brochures, letters and/or other items about JCL for the purpose of attracting new chapters
- D. to assist interested schools in becoming JCL chapters
- E. to run official OJCL social media created with the permission of the State Chairs, overseen by the President, and with advisement by the board for the purpose of promoting the OJCL.

#### 4.4: Second Vice-President

- A. to work with a State Chair in the planning and execution of the State Convention contests, except for Academic Tests and Certamen
- B. to preside at the State Convention Contest judging, scoring and awards ceremony
- C. to coordinate the OJCL “Make a Difference Day” in conjunction with the Governors
- D. to coordinate regional and statewide service projects throughout the year

#### 4.5: Treasurer\*

- A. to disburse monies at the discretion of the Executive Board
- B. to keep accurate financial records
- C. to maintain, update, correct, and submit to the Executive Board a roster of Chapters and Members
- D. to issue a printed report of up-to-date funds at each Executive Board meeting
- E. to coordinate the seating arrangements for the general assemblies at Convention
- F. to manage the rules for the Spirit Competition at the State Convention
- G. to take home and manage the school name signs from the State Convention in which elected to the following State Convention
- H. to lead the OJCL delegation in Spirit during the General Assemblies of the National Convention if in attendance at said Convention\*\*
- I. to lead the OJCL led Agora both at National Convention if in attendance at said convention
- J. to organize fundraisers for the OJCL under the Discretion of the State Chairs

#### 4.6: Secretary

- A. to keep accurate minutes of all Executive Board functions and the State Convention assemblies and disperse said minutes to the Executive Board promptly
- B. to maintain official correspondence when needed
- C. to compile all relevant contact information of the newly-elected Executive Board members and distribute it among the same promptly
- D. to construct and oversee distribution of the State Convention agenda and booklet
- E. to oversee the master scheduling of the State Convention
- F. to compile written copies of all general assembly speeches in the order that they will be given prior to the State Convention
- G. to create an electronic visual aid for the scheduled agenda of each general assembly at the State Convention
- H. to take minutes at the National Convention State Fellowships if in attendance at said Convention\*\*

#### 4.7: Parliamentarian\*

- A. to receive papers of candidacy and to regulate all affairs concerning candidates for state office
- B. to officiate on all matters of procedure according to the latest edition of Robert's Rules of Order
- C. to review the OJCL Constitution and By-Laws and propose amendments, subject to the approval of the OJCL Executive Board at the State Convention
- D. to coordinate and preside over a Nominations Committee meeting for candidates and constitutional amendments at the State Convention
- E. to coordinate and preside over a Meet the Candidates meeting for candidates at the State Convention
- F. to attend Nominations Committee, the Constitutional Amendment Committee, and Meet the Candidates at the National Convention if in attendance at said Convention\*\*
- G. to coordinate and preside over a Voting Caucus to discuss national board candidates and constitutional amendments at the National Convention if in attendance at said Convention\*\*
- H. to collect the State Convention lanyards from the State Convention in which elected and to clean, count, and return them to the next State Convention

#### 4.9: Historian

- A. to prepare the OJCL Scrapbook, to be entered in national competition at the NJCL Convention
- B. to send photos, fliers, and other relevant materials to the NJCL Historian with a brief explanation as to the goals of the OJCL in archiving its activities
- C. Maintain and store the previous scrapbooks and files

#### 4.8: Editor

- A. to edit the Ohio Torch, the official publication of the OJCL, three times during the academic year within one week of the OJCL Executive Board meetings (one in late September, the other in early February, and the final in early May)
- B. to prepare and send OJCL news articles to the Torch: US
- C. to judge the State Convention Publications contest entries
- D. to assist the OSCL Editor in preparing a newsletter to be distributed at the State Convention, modeled after the National “Convention Ear”

#### 4.10: Governors

- A. to organize regional events for their area, increase membership, and publicize JCL under the First Vice President and Second Vice President
- B. to organize a regional service project for the state-wide Make A Difference Day
- C. To hold bi-annual meetings during the school year with heads of Latin clubs in each region, for the purpose of addressing any actions taken by the OJCL Executive Board since the last regional meeting and improving communication between the OJCL Executive Board and local boards

### **ARTICLE VII - SYMBOLS**

7.1: In accordance with the National Junior Classical League, the emblem will be a torch with the letters “JCL” superimposed horizontally and encircled with a laurel wreath. The pin will be a reproduction of the emblem. The colors will be purple and gold.

### **ARTICLE VIII - AMENDMENTS**

#### 8.1: Proposal

- A. Any student Member of OJCL may propose amendments to any portion of the OJCL By laws
- B Any Sponsor of OJCL may propose amendments to any portion of the OJCL By-laws.

C. No amendment to the OJCL By-laws may be proposed that contradicts the OJCL Constitution or the Constitution, By-laws, or other policy of NJCL or ACL.

1. If a change to the NJCL or ACL governing documents affects any portion of these bylaws, these shall be automatically updated to reflect necessary changes. The Parliamentarian will notify the OJCL of these changes immediately after making them.

D. All proposed amendments to the OJCL By-laws must be submitted in writing to the OJCL Parliamentarian. The Parliamentarian will give sufficient notice to all eligible voters, under Items 2.B and 2.C of this Article, prior to the first meeting at which a vote of ratification can occur.

E. If a change to the NJCL or ACL governing documents affects any portion of these bylaws, these shall be automatically updated to reflect necessary changes. The Parliamentarian will notify the OJCL of these changes immediately after making them.

## 8.2: Ratification

A. The ratification of amendments to the OJCL By-laws may occur at any meeting of the OJCL Executive Board which takes place at least sixty days following the formal submission of the amendment's proposal to the OJCL Parliamentarian.

B. The Voting Members of the OJCL Executive Board present will vote in the ratification of amendments to the OJCL By-laws, except for those pertaining to the following: the Article on State Chair duties, and the Items on the following Standing Committees: Scholarship, Finance, and Academic.

C. The OJCL Sponsors present will vote in the ratification of any amendment pertaining to the following: the Article on State Chair duties, and the Items on the following Standing Committees: Scholarship, Finance, and Academic.

1. If a change to the NJCL or ACL governing documents affects any portion of these bylaws, these shall be automatically updated to reflect necessary changes. The Parliamentarian will notify the OJCL of these changes immediately after making them.

D. A simple majority will be required to ratify any amendment to the OJCL Bylaws. All ratified amendments will become effective immediately, unless an alternate time is specified in the amendment.

8.3 Introducing a new set of By-Laws shall follow the same procedures as amending the existing one.



