

Constitution Checklist



1. ARTICLE I
 - Name
 - Purpose
 - Non-discrimination Policy
 - Parliamentary Authority

2. ARTICLE II – MEMBERSHIP
 - Qualifications
 - Rights and Responsibilities of Members
 - Membership Year
 - Membership Dues

3. ARTICLE III – ORGANIZATION LEADERSHIP
 - Titles
 - Terms of Office
 - Election Procedures
 - Impeachment Procedures

4. ARTICLE IV – EXECUTIVE COMMITTEE
 - Definition of Committee Membership
 - Officer Duties

5. ARTICLE V – STANDING COMMITTEES (IF NEEDED)
 - Names
 - Purposes
 - Composition

6. ARTICLE VI – ADVISOR, ADVISORS, OR ADVISORY BOARD
 - Qualification Criteria
 - Advisor Duties

7. ARTICLE VII – MEETINGS OF ORGANIZATION
 - Required meetings
 - Notification of meetings
 - Specially-called Meetings

8. ARTICLE VIII – AMENDING CONSTITUTION
 - Proposing Amendments
 - Notification Requirements
 - Quorum Requirements
 - Effective Dates of Revised Constitution

9. ARTICLE IX – DISSOLUTION
 - Method of Dissolution

10. ARTICLE X - AFFILIATION