

Webster Film and Video Society Constitution

Article 1: Who we are. . .

Section 1: The name of our organization is the Webster Film and Video Society, henceforth referred to as WFVS.

Article 2: What we're all about. . .

Section 1: The WFVS will provide students with the means to find others who are willing to help with both in-class and out-of-class projects. Film and video students may find this convenient when building casts and crews.

Section 2: The WFVS will help members meet other students with similar interests. This society will be especially helpful to new and commuting students who seek ways to involve themselves on campus and have a good time.

Section 3: The WFVS will provide an up-to-date contact list of willing actors and crew members (including people outside the society) that will be available upon request. This may be used if the group meetings are not conveniently scheduled to accommodate project deadlines (See Article 4, Section 3).

Section 4: The WFVS will draw media students together to view films and discuss technical and aesthetic aspects of the films with peers in a loose social environment. All films viewed must have or obtain a public performance license, and will be chosen in advance through various means during group meetings.

Section 5: The WFVS will give members the opportunity to produce projects during meeting time.

Article 3: Officers

Section 1: Officers serving as the Executive Board are the President, Vice President, Secretary and Treasurer.

Section 2: The term of office is one year. Officers may elect successors upon resignation.

Section 3: Elections of officers are held during the last meeting of the Spring semester. Terms of office begin at the first meeting of the following Fall semester.

Section 4: Officers must be in good standing with Webster University.

Section 5: The Advisor must be a member of Webster's faculty or staff. The Advisor has no vote in the organization.

Article 4: Membership

Section 1: Membership to the WFVS is open to all students who express interest but is geared toward film and video appreciation/production.

Section 2: Members must attend at least one meeting a month to maintain active status. At least 10 active members are needed at all times.

Section 3: Anyone can join our contact lists and be involved in student work without attending meetings. To do this, the society must be provided with the volunteer's name, phone number, e-mail address, preferred method of contact, availability, fees(if apply) and what duties he/she is willing to perform. Photos are not required of those who are willing to act but are strongly encouraged. Contact lists will be updated every term and will be posted on the organization web page.

Article 5: Student Projects

Section 1: Students who need help with projects must submit a request for help to the organization mailbox outlining what kinds of positions are needed to be filled (ie: cameraman, actors, grips, etc.). A project summary and potential locations and times should be included, and this should be submitted **prior** to group meetings. These requests will be discussed at regular meetings where volunteers are taken for the needed positions. It is thereafter the responsibility of the requesting individual to set up a production schedule and acquire necessary equipment. Members should do this at least one or two weeks in advance of production deadlines, depending on the magnitude of the project.

Section 2: Out of courtesy to others, members should not utilize contact lists any later than 48 hours prior to their project deadline. The organization cannot be held at the mercy of members who are trying to complete last-minute work.

Section 3: Members will remain on contact lists for up to a year after graduation unless otherwise requested.

Article 6: Use of Film/Video Equipment

Section 1: All projects must have at least one person on the crew who has access to the equipment and understands how to use it. This person must also accept responsibility over the equipment.

Section 2: Members may NOT use the organization as a means for acquiring production equipment for personal use. This is solely the responsibility of the student. The organization will ONLY provide equipment for WFVS sponsored events.

Section 3: Any issues that arise regarding access to equipment for personal use must be taken up with media center personnel.

Section 4: The individual, not the society, must take responsibility for lost or damaged equipment.

Article 7: Meetings

Section 1: Meetings are to be held twice a month (location TBA).

Section 2: Meeting places may vary depending on particular events. Members will be notified of any changes during meetings and through e-mail.

Section 3: To remain in good standing in the organization and be eligible for elections, members should attend the majority of the meetings. Attending one meeting a month will maintain active member status, but will not give the member a chance to build a good reputation with the society.

Article 8: Fees

Section 1: Membership is free to everyone. Certain events, such as on-site film/video projects, may require small fees to cover expenses. These fees will be outlined in specific event details.

Section 2: There will be a suggested donation for some events.

Section 3: The society is not responsible for individuals who wish to charge fees for their services to others. These issues must be resolved privately between project leaders and those raising the fees.

Article 9: Amendments

Section 1: Amendments to this constitution shall be made if a 2/3-majority vote by members of the society is reached.

Section 2: Members must propose amendments formally during regular meetings.

Section 3: Any amendments made become immediately active.