

Articles of Constitution of the Langley Tabletop RPG Club

Article I: Name and Purpose

1. The official name of the club shall be **Ye Honorable Guild of Tabletop Roleplaying Gamers of NASA Langley Research Center in Solidarity Freely Assembled**, hereinafter referred to in short as the Tabletop RPG Club, or simply the club.
2. The purpose of Tabletop RPG Club shall be to facilitate and encourage the social connection, imagination, innovation, creativity, and development of leadership and interpersonal skills of members through participation in the collaborative storytelling of Tabletop Role Playing Games.
3. The club shall place special emphasis on welcoming new employees and students and connecting them with fellow employees and members of the community who share a common interest in this genre of gaming, as well as providing opportunities for all members to learn from and interact with a diverse group of people in a positive, inclusive, and encouraging environment.
4. The club shall conduct its activities outside of normal working hours (after work or during lunch), at locations both on-site (in regular conference rooms, the cafeteria / Afterburners, common spaces, etc) and off-site (for example at local businesses such as coffee shops, etc). No special facility requirements are anticipated.
5. The club shall abide by all rules and regulations of the Langley Exchange Activities Association (LEA). If any clause of these Articles is found to be in conflict with the LEA's rules and regulations, the latter shall hold sway.

Article II: Membership and Eligibility

1. Membership Eligibility shall adhere to the limits imposed by the Langley Exchange Activities, namely:
 - a. The patronage of the club (membership) is to be limited to NASA employees and retirees, their family members and guests, Government contract employees, and official visitors of LaRC.
 - b. For the purpose of this regulation, civil service employees of NASA LaRC and employees of tenant activities are considered LaRC personnel.
 - c. If an employee becomes separated from NASA and is in good standing, he/she may continue to be a member until the conclusion of the current year.
 - d. Clubs will not have more than 25% participants, who are not affiliated with NASA and each non-affiliated participant must have a civil servant sponsor.
 - e. NASA affiliations include immediate family members of civil servants and contractors, retirees, contractors, students, interns, and vendors.
 - f. All clubs and leagues requiring affiliated and non-affiliated individuals to be on center must submit a request for 6 month PIV badges through appointed LEA badging officers or Exchange Services to LaRC Security office.

2. Membership shall be conferred by the High Chieftain (see Article III) at the first General Meeting following receipt of dues for common expenses.
 - a. Receipt of dues shall be confirmed and recorded by the Chancellor of the Exchequer (see Article III)
 - b. The amount of dues constituting membership shall be approved by the membership no less frequently than once per year (see Article V).

Article III: Officers

1. The following offices shall be elected from and by the membership for a 1-year term, until resignation, or until deposed (see Article IV), whichever shall occur first:
 - a. The office of **High Chieftain** shall be responsible for the following duties:
 - i. Provide overall leadership, vision, and guidance to the club
 - ii. Maintain a positive, welcoming, and inclusive environment, and resolve disputes between members
 - iii. Represent and speak for the club to the LEA and all external parties
 - iv. Advocate for the club's needs and tout its glorious achievements
 - v. Track membership, recruit new members, and enforce the collection of dues from the membership
 - b. The office of **First Mate** shall be responsible for the following duties:
 - i. Ensure that all club activities adhere to these Articles
 - ii. Attend to the logistics of all club meetings and events
 - iii. Make and keep public records and minutes of the activities of the club
 - iv. Any duties as delegated by the High Chieftain, including acting in their stead if not present or deposed
 - c. The office of **Chancellor of the Exchequer** shall be responsible for the following duties:
 - i. Ensure that the club's financial transactions and management comply with the rules and regulations of the LEA
 - ii. Execute any purchase, deposit, or transfer involving club funds
 - iii. Record and store receipts of all income, expenditures, and transfers of funds made by the club
 - iv. Upon request of any member of the club or representative of the LEA, provide an accounting of the current financial state of the club, along with any transaction records
 - d. The office of **Lord/Lady of Games** shall be responsible for the following duties:
 - i. Organize and maintain the club's stock of games and supplies
 - ii. Create and post the gaming schedule for all general meetings
 - iii. Facilitate the formation and distribution of gaming groups among the membership by interest and need
 - iv. Record and publish the results of any competitive games or tournaments, and disburse any prizes for same
2. The High Chieftain shall appoint at their discretion additional temporary officers to chair committees (see Article IV), or to perform other minor roles as needed.

- a. Such officers shall be given the title **Starship Captain**, or in the case of minor roles **Leftenant**, or other such honorable title as may be deemed fit.
 - b. Appointed officers shall serve as long as deemed necessary by the High Chieftain, but no longer than the High Chieftain's own term of office.
 - c. Appointed officers may be reappointed by the new High Chieftain after an election, or asked to step down.
3. Incumbent elected officers may be reelected, unless deposed. If deposed, they must wait at least one full election cycle before running for elected office again.

Article IV: Meetings and Committees

1. **General Meetings**, consisting of administrative business, relevant events, and the playing of games, shall be held no less than monthly, except when special circumstances (such as holidays or government lapses in appropriation) present an unusual burden.
2. The High Chieftain may call a **Small Council** consisting of the elected officers, and optionally any appointed officers, to conduct administrative business of the club.
3. All members of the Tabletop RPG Club are entitled to a vote in important club affairs.
 - a. The following actions shall require a vote of the membership:
 - i. Election of officers (by simple majority), to be held not less than annually
 - ii. A vote to depose an officer or officers (by two-thirds majority), which upon passing necessitates a new election (or appointment, if for an appointed officer) for any deposed positions at the next General Meeting
 - iii. Appropriation of club funds (by two-thirds majority)
 - iv. Establishment of club dues (by two-thirds majority)
 - v. Amendment to the Articles (by two-thirds majority)
 - b. All matters which require a vote of the membership shall be voted on by those members present at a General Meeting, for which matters to be voted on are published in advance.
 - c. A quorum for such votes shall be half of all current members, excluding those who cannot attend because they are away from the Langley area for a pre-established extended period (such as students returned to school for the term, employees on long term detail or travel, etc)
4. Committees, also called **Starships** for metaphorical reasons that shall not be delineated in these Articles but are left as an exercise for the reader, may be formed or dissolved at any general meeting by a majority vote of the membership present, following a motion to form or dissolve the committee from any member.
 - a. Committees shall be chaired by a Starship Captain appointed by the High Chieftain.
 - b. Committees shall have a specific purpose relevant to the goals or operation of Tabletop RPG Club.
 - c. Starship Captains or their designees shall report on results or activities of their committees at General Meetings, at the Small Council, or as requested by the High Chieftain.
 - d. At their discretion, a Starship may be referred to as an Away Team if small and temporary in nature.

Article V: Financial Requirements

1. Club income shall derive from membership dues, and from other fundraising activities as approved by the membership.
2. Club membership dues shall be proposed and approved no less frequently than on an annual basis by the membership, as described in Article IV.
3. Club expenditures shall require a two-thirds approval of the membership, as described in Article IV.
4. The executor and recorder of all club financial transactions shall be the Chancellor of the Exchequer, as described in Article III.
5. The Chancellor of the Exchequer shall publicly post an accounting of the financial state of the club, including all transactions since the last such accounting, no less than quarterly.
6. All money and funds shall be handled in accordance with instructions from the LEA, NASA Langley Exchange Manager, or Exchange Council. The Club shall not establish any separate bank accounts.

Article VI: Adoption and Amendments

1. Once approved by the LEA, these Articles shall be adopted upon a two-thirds vote of all those present at a first meeting of potential members of the Tabletop RPG Club.
 - a. Those present shall then immediately hold an election of officers, who shall serve no longer than a 1-year term from that date.
 - b. Following election of the initial officers, those present shall establish membership dues by two-thirds majority.
 - c. Following establishment of dues, these Articles shall be considered immediately in effect.
2. Amendments to these Articles may be proposed by any member at a general meeting.
 - a. The proposed amendment shall be published to the membership no less than one month in advance of the General Meeting at which it is to be voted upon.
 - b. Before a vote on amendment is held, the High Chieftain shall invite debate and airing of concerns, both for and against amendment.
 - c. A two-thirds majority is required to approve an amendment, and upon approval it is considered immediately in effect.

Article VII: Bylaws

1. The High Chieftain shall establish and enforce rules of order for reasonable and peaceful interaction, discussion, and debate, as well as to maintain a positive, welcoming, and inclusive environment.
2. The First Mate shall establish and enforce rules pertaining to the setup, logistics, operation, and cleanup of meetings and events.
3. The Lord/Lady of Games shall establish and enforce rules pertaining to the acquisition, maintenance, and storage of games, and the format of game schedules and tournaments, etc.

4. Any additional bylaws for regular operation of the club shall be created as needed by the High Chieftain or appointed delegates, or by appointed Starship Captains within their respective committees.

Article VIII: Dissolution

1. **Ye Honorable Guild of Tabletop Roleplaying Gamers of NASA Langley Research Center in Solidarity Freely Assembled** may be dissolved by a unanimous vote of the standing officers as well as two-thirds of the present membership, following a motion to dissolve by any member in a General Meeting.
2. Upon dissolution of the Club, all property and funds of the club shall remain LEA property, or handled in accordance with instructions from the NASA Langley Exchange Manager or Exchange Council.