



Constitution of *The Financial Management Association*

Article I

Name

This organization shall be known as The Financial Management Association of Bloomsburg University (herein referred to as the FMA).

Article II

Purpose

The purpose of the FMA is to:

1. Initiate and maintain fellowship among Bloomsburg students who are actively interested in the area of corporate finance, investments, banking, insurance, and other related fields.
2. Encourage interaction between students, faculty, and business professionals through professional presentations, open discussion, field trips, and other opportunities.
3. Provide the FMA students aids in professional development and career planning by facilitating the distribution and exchange of career-related information.
4. Develop a better understanding of current business and economy through corporate presentations and open discussion of current issues.
5. To achieve superior chapter recognition from FMA International.

Article III

Membership

Membership is open to any student in the Bloomsburg community who is actively interested in the field of corporate finance, investments, banking, insurance, and other related fields.

Members of the FMA will receive Careers in Finance book, subscription to the FM Forum, and subscription to the Journal of Applied Finance.

Article IV

Meetings

Section 1: General Membership Meetings

General Meetings shall be scheduled twice a month. There shall be notice of General Meeting through electronic mail.



Section 2: Special Meetings

A Special Meeting shall be called by the Executive Board, or by a member of the Executive Board upon receipt of a petition by at least 10 members of the FMA. The Special Meeting shall be called within two weeks.

Section 3: Executive Board Meetings

Executive Board shall meet at least once every two weeks, or more frequently if required. The Executive Meeting will discuss upcoming events of the FMA and successful execution of all the FMA requirements and program.

Section 4: Speakers

There will usually be 4 speakers per semester. Unexcused absences from these meetings are unacceptable. This is necessary because it reflects poorly on all of us if the attendance is below that anticipated by the speaker.

Article V

Officers

Section 1: General Powers

The affairs of the FMA shall be managed by the elected Executive Board and the Faculty Advisor(s).

Section 2: Executive Board

The members of the Executive Board shall consist of President, Public Relations, Vice-President, Treasurer, Secretary.

Section 3: President

The President is the Chairman of the Executive Board and represents the FMA to the Department in general and to the Bloomsburg Community. The President organizes and chairs all Executive Board and General Member Meetings. He/she coordinates activities of the FMA and ensures that all the requirements and decisions of the FMA are carried out appropriately. He/she coordinates fund raising events with the help of other elected officers.

Section 4: Public Relations

The role of the External V.P. is to establish and maintain sponsorship and communication with any institutions and organizations. He/she is also responsible for recruiting all speakers with the help of the faculty advisor(s), confirming presentation dates, times, and locations, and writing thank-you letters to the speakers following presentations. He/she develops and maintains the networking with the Finance Alumni and the FMA Alumni.



Section 5: Vice President

The role of the V.P. is to promote all FMA programming to the Bloomsburg Community through flyers, overheads, electronic mail, and by updating the FMA display board in the Union and other places. He/she promotes the FMA through organizing on-campus activities such as volunteering, charity, or other activities. The Internal V.P. also looks for any suggestions or comments from the general membership and other community.

Section 6: Treasurer

Treasurer is responsible for the management of all FMA income and expenses, including funds allocated by CGA and other donations from the Finance alumni to the FMA. Must manage and plan sufficient funds so the FMA may operate in an active manner. Treasurer must fill out all necessary forms to request the CGA funding and adheres to all rules and regulations. The treasurer must keep record of all financial transactions and receipts from FMA functions. Must report spending and account balance to all current members at least once a semester. When necessary, inform members when the funds are almost depleted so that a fundraiser can be organized.

Section 7: Secretary

The role of Secretary is to record the minutes of every meeting and to keep a log of upcoming events on campus. Secretary shall also be responsible for notifying all past and present members of meetings and upcoming events by telephone, mail or e-mail. He/she also notifies the FMA members of any informative emails related to professional development. He/she sets out at each meeting a sign-in sheet for people who would like to join the Finance FMA email list.

Section 8: Advisor

The faculty advisor(s) shall be a professor(s) or faculty member(s) with specialization in finance.

Article VI

Elections

Section 1: General Elections

General Elections will take place every two semesters, and be scheduled for the meeting closest to April 15th. A person must be nominated and that nomination must be seconded to run for a position. A person may nominate him or her self.

Section 2: Election Procedure

An election date will be announced at least two weeks prior to the election. Each candidate is allowed a two-minute speech. Voting will be done by secret ballot, and the Executive Board will



count the votes. No proxy votes are allowed. A person with the majority vote will be elected. If there is no majority, a new vote shall be held with the person with the fewest votes excluded.

Section 3: Special Election

If, for any reason, an elected officer cannot complete his or her term, a Special Election will take place at the next general meeting, which shall be included in the notice of the meeting. All the election procedures in Article VI, Section 2 will apply.

Section 4: Term of Office

General Election shall take place at the General Membership Meeting closest to April 15th, and the term will be for the following academic year.

Article VII

Finances

Section 1: Financial Power

Dues will be controlled and collected by the Treasurer.

Section 2: Enforcement

Dues not paid by required due date, chosen by the Executive Board, shall be removed from active member status.

Section 3: Fund Raising Activity

In accordance with university policy, the FMA may have one fund raising activity per semester.

Section 4: Dues

Local Chapter dues are set at \$10 per semester for local expenses. To join FMA International (optional), but highly recommended, refer to www.fma.org for updated membership fee.

Article VIII

Amendments

The Constitution may be amended by a two thirds majority vote of the FMA members present at the meeting. Proposed amendments shall be presented to the Executive Board for approval in advance, be announced at least one week in advance, and voted at the next General Meeting. As well, all amendments are subject to the approval of the Committee on Student Organizations.