The Queer Guild Summit Proposal

Charge

- The Queer Guild Summit is a compilation of AS Queer and Trans focused clubs working to set policies and procedures to hold each other accountable and maintain the mission state of the university.
  - Creating program standards and procedures for AS Queer and Trans focused clubs
  - Conducting strategic planning and long term goals for individual clubs
  - Creating, altering, and supporting existing programs and AS Queer and Trans focused clubs.
  - Providing a space in which AS leaders can come together and address issues affecting the community
  - Making recommendations on budgets and distribution of funds to AS Queer and Trans focused clubs asking for funding
  - Providing a space in which AS leaders can come together and provide support for one another’s club
  - Engaging in resource exchange between AS Queer and Trans focused clubs
  - To foster inter club communication and provide space to plan a collaborative large scale quarterly event

Membership

- AS Queer Resource Center position: As QRC Community Programing Coordinator (non-voting Chair)
- At least one representative (Any leading officer) from each AS Queer and Trans focused clubs (voting privileges)
  - Each club votes as a whole, therefore only gets one vote regardless of how many representatives are present.
- AS QRC Social Media Intern (as needed, non-voting)

Chair

- The chairperson shall be the AS QRC Community Programing Coordinator. Their responsibilities include:
  - Facilitating conversations and the meeting
  - Approve agendas
  - Promote Queer and Trans focused club events
  - Update, create, and maintain a comprehensive calendar of all AS WWU Queer and Trans focused clubs events and meeting times.
  - Provide online bi-weekly updates
- The responsibilities of the AS QRC Social Media Intern:
  - Take minutes and upload minutes
  - The AS QRC Social Media Intern will act in the absence of the chairperson
Meetings

- Meetings shall be called by the chairperson.
- The council shall meet at least twice a month with a minimum of twenty-four (48) hours’ notice.
- Meetings may also be called by a member with support of at least twenty-five (25%) of the seated, voting membership.

Voting

- Moving an info item into an action item requires a voting member to make a motion.
- Any voting member can make a motion. In order for a motion to pass it must obtain a majority (75%) of the voting membership approval.

Quorum

- A majority of the voting membership shall constitute a quorum. If a quorum is not present the chairperson will adjourn the meeting and reschedule to a new day and hour.

Subcommittees

- In order to provide coordination and direction, the committee may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the committee with respect to procedure.

Rules of Operation

- Info items are proposed by AS Clubs one week and turned into a motion item the following week.
- In cases of emergency, the chairperson is allowed to suspend bylaws and turn an info item into an action item for approval the same day with majority (75%) support of the voting membership.
- Info Items under $500 are allowed to be turned into action items the same meeting with the approval and support of the majority (75%) of the voting membership.

Amendments

- The Charter may be amended by a majority (75%) vote of the voting membership.