

RUTHS' HOUSE CONSTITUTION

Ruths' House, 321 N. Thayer, Ann Arbor, Michigan

We, the Members of Ruths' House Cooperative, associate ourselves in accordance with the spirit of the Rochdale Principles for the purpose of providing cooperative housing. The Rochdale Principles and cooperative standards we adopt are as follows:

- 1) Open Membership--this house was organized with a purpose of “offering low-rent housing to all University students, regardless of race, creed, color or national origin” Art. II (A)(1) of the Inter- Cooperative Council Articles of Incorporation). The ICC also prohibits discrimination on the basis of affectional preference. As such, Membership is open to any persons who are:
 - a) College students attending school at least 3/4 time,
 - b) Former members of NASCO affiliated student housing co-ops in good standing,
 - c) Currently associated with a recognized college student group, or
 - d) Currently associated with the cooperative movement.
 - e) Persons not falling into one of the above classes may be voted into the House as detailed in the constitution. The only other restriction on Membership shall be the ability to complete duties of a Member, as detailed in the constitution.
- 2) Democratic Participation. Each Member will have one and only one vote, and each will share equally in House duties, House responsibilities and in all benefits derived through House operations.
- 3) Education. The House will be a working example of cooperative living and will educate its Members and others in the principles of cooperation.
- 4) Neutrality. The House shall be a member of no organization other than cooperative societies, nor shall it endorse any political candidate.
- 5) Expansion. Through support of the Intercooperative Council, the House will further the cooperative movement in general.
- 6) Distribution of Economic Result. The year-end savings of the House shall be distributed as a refund to the Members of the House.

ARTICLE I. GENERAL

Section A

The name of the group which hereby operates under this Constitution shall be called Ruths' Cooperative House. Hereafter the terms 'Ruths' House', 'House', or 'Ruths' shall refer to Ruths' Cooperative House. 'Member' or 'Members' shall refer to the constituents thereof, unless otherwise noted.

Section B

Ruths' is a member of the Inter-Cooperative Council at Ann Arbor and abides by its by-laws, rules, and regulations. Any policy in this constitution that contradicts the ICC's policies is considered null and void.

ARTICLE II. MEMBERSHIP

Section A - Requirements for Membership

Requirements for Membership shall be:

1. Acceptance by the ICC according to the rules and procedures set up by the Board of Directors.
2. Signing of an ICC contract and payment of a membership fee and purchase of required shares.
3. Assignment by the ICC to this particular House.

Section B - Duties and Obligations

The Duties and Obligations of Members shall be:

1. Members are personally responsible for work assigned to them on the work schedule.
2. Members must pay House and ICC charges on time.
3. Members must abide by ICC rules, ICC by-laws, House rules, House by-laws and this Constitution.
4. Members must behave in a manner conducive to fairness, cooperation and a comfortable atmosphere.

Section C - Banning, Referral, & Expulsion

1. Members of Ruths' House are subject to and empowered by the ICC rules for Banning, Referral, and Expulsion.
 - a. **Banning** is the process in which either an ICC member or non-member is forbidden from a specific house's property.
 - b. **Referral** is a temporary probationary process that seeks to notify an ICC member that their behavior is out of conformance with ICC or House rules and inform them of the steps they must take to return to good standing.
 - c. **Expulsion** is the termination of a person's membership in the ICC with all of the rights and responsibilities contained therein.
2. If the House or its Members are considering pursuing Banning, Referral, or Expulsion, they should consult the relevant ICC policies (as of 11/22, SR Section Three: Chapter 16).

ARTICLE III. HOUSE MEETINGS

Section A - Authority

The House Meeting, herein also known as ‘Meeting’ or ‘Meetings’, shall be the highest authority in Ruths’ House. It shall be a gathering of Members in which decisions regarding the House shall be made.

Section B - Attendance

1. All Members are required to attend all Meetings
 - a. If a Member cannot attend a Meeting, notice must be given to the House President at least 24 hours in advance of its scheduled time. It will then be excused.
 - b. Other exemptions are left to the discretion of the House President.
 - c. If a Member fails to attend a House Meeting, consequences are left to the discretion of the House President and Work Manager.
 - i. Consequences shall not exceed \$15 in fines, or more than half of the missed Meeting’s length in make-up work hours.
2. A quorum of $\frac{1}{2}$ of the Members shall be necessary for any vote taken.
 - a. Expulsion hearings require a quorum of $\frac{3}{4}$ of the Members.

Section C - Frequency

1. The first House Meeting of the term shall be held during the first two weeks of said term. Before the first Meeting, all Members shall receive a copy of the constitution, or direct notice of and access to a digital copy.
2. Subsequent Meetings shall be held regularly throughout the term. The Meeting schedule will be determined at the first House Meeting of the term. Also to be determined at the first Meeting: officers, work holiday, and quiet hours.
 - a. The Meeting schedule may be adjusted either by House vote or by House President discretion in pursuit of greatest availability.
3. A “Pre-Term House Meeting” shall be held in April for the Fall/Winter term. Persons with contracts for the respective terms shall be invited to attend. In the Meeting:
 - a. A President & ICC Board of Directors Representative will be elected for the terms as set out in Article V.B.2
 - b. Room picks shall occur as set out in Article VIII.
4. A Spring/Summer “Pre-Term Meeting” shall also be held. It will proceed the same as the Fall/Winter “Pre-Term Meeting” except:
 - a. If the President elected for Fall/Winter will also reside in the House during Spring and Summer they will be considered the President for Spring/Summer, unless otherwise requested.
5. Additional Meetings may be called by the President or by a petition signed by three Members. Such Meetings must follow the same rules and procedures as regularly scheduled Meetings.

Section D - Voting

1. All Members have the power of one vote.
 - a. The President shall not cast their vote, except in the case of a tie.
2. Voting shall be by majority rule.
3. All votes shall be made openly except:
 - a. On matters of finance.
 - b. If called for by a Member at the Meeting.
 - c. By the discretion of the President, especially if the vote concerns:
 - i. The reputation of a specific Member or group of Members.
 - ii. The health of a specific Member or group of Members.

Section E - Procedure

1. Agendas for House Meetings shall be posted at least 48 hours before the Meeting.
2. A neutral facilitator may be requested for a Meeting by any Member.
 - a. The facilitator must be accepted by all attending Members as neutral.
 - b. The facilitator must be a Member of the House, the ICC Board of Directors, or the ICC staff.
 - c. If a facilitator is not immediately available, reasonable efforts will be made to reschedule the Meeting to accommodate their attendance

Section F - Committees

1. Any issue raised at a Meeting may be given to an ad hoc committee for deliberation or action.
2. Membership on committees shall be decided at House Meetings and shall be unrestricted and voluntary (i.e. no work credit will be granted).
3. Committees shall have no authority save what is explicitly vested in them by Members of the House during a House Meeting

ARTICLE IV. RELEASE FROM CHARGES

Section A - General

1. House Charge Release, herein known also as ‘Release’ and ‘Release from Charges’, is considered to be partial or total exemption of a Member from paying House charges. In line with ICC Standing Rules 7.2, Ruths’ has no authority to release Members from ICC charges.
2. Members should first consider applying for contract release from the ICC (Standing Rules Chapter 7) before petitioning for House Charge Release
3. Cases should be judged on the basis of the following:
 - a. The effort made by the Member to keep the House informed of the situation and minimize the inconvenience to the House.
 - b. The extent to which the circumstances forcing the Member to seek Release from Charges were out of their control.
4. Empty Room Release
 - a. An Empty Room Release is defined as Charge Release sought for a period in which the petitioner will not be residing in the House.
 - b. In the case of an approved Empty Room Release, the budget must subsequently be adjusted to reflect one less occupant for the period of Release.
5. Socialized Charges Release
 - a. A Socialized Charges Release is defined as Charge Release sought for a period in which the petitioner will continue to maintain residence in the house.
 - b. A Socialized Charges Release may occur in the case that a petitioner can demonstrate an inability to pay house charges due to extenuating circumstances or financial need with the potential to impact future housing security.
 - c. For a Socialized Charges Release to be approved, some or all Members of the house must consent to taking on the petitioner’s financial burden.
 - d. Only among consenting members will the additional financial burden be distributed.
 - e. Consent should be gained and noted before the vote takes place.
 - f. Members have the right to revoke consent at any time.

Section B - Procedure

1. Conditions of Meeting where Release is Discussed:
 - a. The House Meeting contains an open hearing in which Release is decided.
 - b. The Member’s petition of release is posted with the Meeting agenda in advance of the Meeting in which Release is discussed.
 - c. The petition of release will include the petitioning Member’s name, desired amount of Release (partial or total), and reasons for the petition, and duration of the Release.
 - d. The Member in question attends, sends a proxy, or willingly waives their right to attend the Meeting discussing Release.
 - e. There is a quorum of Members present at the Meeting discussing Release.

2. Release Hearing

- a. Hearing Procedure may be altered at the discretion of the House, as long as the changes are determined to be fair and reasonable as decided by a vote of simple majority. This does not extend to the voting procedure.
- b. Default Hearing procedure will be the following:
 - i. Petitioning Member presents the petition.
 - ii. Other Members question the Petitioner, especially regarding Grounds set out in IV.A.3.
 - iii. The Petitioner leaves the Meeting room.
 - iv. Members discuss and vote on the Petition as presented by the petitioner. Members may vote to change the amount of Release by simple majority.
 - v. The Petitioner is called back to the Meeting and the result of the vote is presented.

3. Voting

- a. The petition shall be decided by a vote of $\frac{2}{3}$ majority.
- b. The petitioner shall not be eligible to vote in the matter of their Release, but they do count towards Meeting quorum requirements.
- c. Any Member, including the petitioner, has the right to request that votes be cast by secret ballot, to be counted by the House President.

ARTICLE V. HOUSE OFFICERS

Section A - General

- 1. The House Officers shall consist of President, ICC Board Representative, Work Manager, Ordering Steward, Secretary, Social Chair, Treasurer, and Maintenance Manager.

a. Officer Work Credit:

<u>Position</u>	<u>Work Credit</u>
President	Full Hours
Board Representative	Full Hours
Work Manager	2 Hours
Ordering Steward	3 Hours
Treasurer	2 Hours
Maintenance Manager	2 Hours
Social Chair	1 Hours
Secretary	½ Hour

- 2. The House may change, add, remove or modify officer duties and work credit, with the exception that mid-term changes shall require the consent of the officer in question or a majority vote. The changes shall apply only to the officer and term in question.
- 3. Temporary officers must be appointed if an officer is to be absent.
- 4. Officers must attend required ICC training sessions.

Section B - Elections

- 1. House officers, except the President and Board Representative, shall be elected at the first House Meeting in the term of Fall or Spring and serve for the entirety of Spring/Summer or Fall/Winter, unless unable.
 - a. The President may choose not to hold an election for Secretary, in which case the Work Manager would delegate their duties to other Members through the work schedule.
- 2. President
 - a. The Fall-Winter President shall be elected by current and upcoming fall House Members at the “Pre-Term House Meeting” in April. The President shall serve for one full year and take office immediately upon election.
 - i. The President may request that a Spring-Summer President be elected to serve in place of the President during the Spring-Summer terms.
 - ii. If the President-Elect will not be present during the Spring-Summer terms, then a President who will reside during that period *must* be elected by the Spring term Members.

3. Qualifications
 - a. Any Member of the House shall be qualified to vote and to hold an office.
 - b. Future Members who have already signed their contracts are qualified to vote and run in the April “Pre-Term House Meeting” presidential election(s).
 - c. Members may nominate themselves.
4. Voting
 - a. Candidates shall leave the room for final discussion and vote.
 - b. A Member may cast an absentee ballot for candidates by informing the current President of their choices in writing.
 - c. A simple majority of the votes cast is sufficient to elect all House Officers.
 - d. The current President shall not vote except to decide a tie.
 - e. If there are three or more candidates and no one receives a majority, a run-off election shall occur between the two candidates with the most votes.

Section C - Duties

1. House President shall:
 - a. Be the official representative of Ruths’ House.
 - b. Be the official ICC information resource.
 - c. Serve as a default facilitator at House Meetings.
 - d. Maintain agendas for House Meetings.
 - e. Oversee all other House officers in conjunction with the Work Manager.
 - f. Mediate personal disputes within the House or ensure effective mediation thereof, utilizing resources such as DART.
 - g. Keep the House Constitution up to date and distribute a copy to each Member.
 - h. Help orient new Members.
 - i. Distribute and collect House keys.
 - j. Take on and delegate additional tasks as needed.
2. Board Representative shall:
 - a. Act as a liaison between the House Members and the ICC Board of Directors
 - b. Ensure that House needs and concerns are raised at the Meetings of the ICC Board of Directors
 - c. Attend and participate in all ICC Board of Directors Meetings
 - d. Remain in communication with the House to accurately convey Member concerns at the Board of Directors level
 - e. Share the minutes of the Board of Directors Meeting and keep the House up to date with proposals and changes made by the Board
 - f. Send House Members a summary after each ICC board Meeting.
3. Treasurer shall:
 - a. Keep the House finances in good order.
 - b. Educate the House regarding House and ICC finances.
 - c. Prepare the House budget and submit for House approval.
 - d. Pay all House bills, including refunding Members who have made House purchases.
 - e. Prepare financial statements as required by the ICC.
 - f. Notify the House if the budget seems inaccurate and propose appropriate revisions (to be modified and approved by the House).

- g. Make a regular financial report at House Meetings and when otherwise necessary.
 - h. Process fines assessed to Members.
4. Secretary shall:
- a. Forward mail.
 - b. Take complete and accurate House minutes, to be typed and posted within a week following each Meeting.
 - i. Forward one copy to the ICC office.
 - ii. Retain past minutes in the House file.
5. Work Manager shall:
- a. Formulate a work schedule & enforcement framework at the beginning of the term. Work Manager should consistently enforce their authority without discrimination or favoritism to any Members.
 - b. Be responsible for the organization of House work including:
 - i. Determining work schedule and credit assigned to each job.
 - ii. Organizing work holidays (at least one each term, in which all Members must participate).
 - iii. Organizing temporary schedules over breaks.
 - iv. Establishing and explaining performance standards at the beginning of each semester for each job.
 - v. Inspecting work, offering feedback & assistance, and enforcing expectations as needed.
 - vi. Recording unsatisfactory or incomplete work and arranging alternate work or other utilizing other methods to absolve each Member's work debt as soon as possible.
 - vii. Reporting regularly at House Meetings on the status of work around the house and areas of concern.
 - c. Oversee all House Officers in conjunction with the President.
 - d. Be empowered to ensure the appropriate work of officers as like all other chores.
6. Maintenance Manager shall:
- a. Be responsible for House maintenance and repairs.
 - b. Coordinate necessary maintenance work into the chore schedule in conjunction with the work manager.
 - c. Research House improvement projects, propose them during House Meetings, and organize their completion if approved.
 - d. Determine the need for and purchase all maintenance and repair supplies and parts.
 - e. Seek funds from the ICC maintenance sources when possible.
 - f. Post a maintenance needs/requests list.
 - g. Act as sustainability steward for the House and attempt to make the House as sustainable as possible
7. Ordering Steward shall:
- a. Keep active stock of all guff foodstuffs.
 - b. Coordinate ordering and procurement of foodstuffs.
 - c. Work with the Treasurer to keep ordering within the House budget.

- d. Survey Members on food preferences, and keep note of food consumption tendencies.
- e. Determine if any non food items are needed in the House and secure their procurement (such as paper, tape, staples, craft supplies, etc.).
- f. Work with guff dinner cooks to procure ingredients for meals.

Section E - Recall and Resignation of House Officers

- 1. Recall.
 - a. Any officer (including the President) may be recalled by a $\frac{2}{3}$ vote of all House Members at a House Meeting.
 - b. A recall must be posted as an item on the agenda in advance.
 - c. The Officer must have an opportunity to defend theirselves at the House Meeting.
- 2. Resignation.
 - a. The resignation of an officer must be announced at a House Meeting.
- 3. Replacement.
 - a. If an officer resigns or is recalled, a replacement must be found as soon as possible.

ARTICLE VI. WORK

Section A - General

1. All House Members shall contribute an equal amount of “work credits” to the House. Jobs shall be assigned by the Work Manager at the beginning of a term in an equitable manner and undesirable jobs may be rotated between all House Members.
2. A Member may not hire someone to do assigned work.

Section B - Expectations

Work must be completed satisfactorily and promptly, as determined by the Work Manager. Non-work is grounds for fines, referral, or expulsion.

Section C - Work Holiday

All Members will participate in House Work Holidays, which shall be scheduled to occur once per term. Members may choose to have two ‘mini’ Work Holidays over the Spring & Summer terms, or one larger event.

ARTICLE VII. FINANCE

Section A - General

1. House finances shall operate in accordance with ICC Standing Rules
2. Late payments and failure to pay House charges shall be handled in accordance with the ICC Standing Rules

Section B - Budget

1. A proposed budget for the contractual term shall be prepared by the Treasurer and presented to the House for approval at the beginning of the Fall & Spring terms.
 - a. House Members may propose amendments and alterations to the budget.
 - b. The budget must be approved by majority vote.
2. The budget may be altered as necessary throughout the contractual term, with House approval.

Section C - Fines

1. Assessment
 - a. The Work Manager shall have the authority to assess fines for late or unsatisfactory work.
 - b. The House may vote to assess fines to Members in necessary cases.
2. Forgiveness
 - a. The President shall have the authority to forgive fines in the pursuit of cooperative problem-solving.
 - i. The President may not forgive a fine for which $\frac{2}{3}$ of Members have voted to assess.
 - b. The House may vote to forgive fines assessed to a House Member.

Section D - Rebates and Assessments

1. Assessment.
 - a. If expenditures exceed the amount budgeted in a contractual term, Members will be accordingly assessed.
2. Rebates.
 - a. Rebates will be given to members in accordance with ICC policy.

ARTICLE VIII. ROOM PICKS

Section A - Room Retention

1. Room Retention is the right of any House Member to stay in the same room for a maximum of eight consecutive terms.
 - a. Here, consecutive terms are defined as terms in which continual habitation is maintained. Thus staying from Winter to Spring is considered consecutive, whereas staying in Winter and moving back in Fall is not.
2. After six consecutive terms in the same room, a Member no longer holds the right to retain that room. Thus another Member with higher seniority could thereafter choose that room.
3. No House Member can be forced out of their room until the end of their contractual period.
4. This right must be invoked before the beginning of the room pick process, unless the Member was not informed of this right beforehand.
 - a. The President should inform Members of Room Retention before beginning the room pick process.

Section B - Fall and Spring Room Picks

1. Room picks for the Fall will occur in April at the “Pre-Term House Meeting”, amongst all the people who have signed contracts for the Fall.
2. Spring room picks will occur at the Spring/Summer “Pre-Term House Meeting” amongst all the people who have signed contracts for the Spring.
3. Only those Members who have signed contracts may choose a room at the “Pre-Term House Meeting”. Members will be given the opportunity to make their choices in absentia.
4. Room picks shall be given first to the Member with highest seniority, then second highest, and so on.
5. Doubles must be filled by Members of complementary gender-preference, and no Member can be forced to room with a person of a gender they are not comfortable with.
6. Once room assignments are finished, they are final unless voluntarily changed.

Section C - Intra-Contractual Room Picks

1. Should a spot in a room open up during a contractual term, room pick procedures will be identical to Fall room picks with these exceptions:
 - a. Winter Room Picks shall occur at a House Meeting in December. All people with contracts for the Winter term shall be present. Summer Room Picks shall occur at the last Meeting in the Spring term.
 - b. Per Section A.3, no member can be forced to move rooms mid-contract. Therefore, those rooms will not be considered for room picks unless its current occupant wishes to take part in room picks.

Section D - Seniority

1. Seniority is represented by points, with more points representing higher seniority.
2. Seniority is determined by the following.
 - a. Terms lived in Ruths' House
 - i. For each Fall or Winter term lived in Ruths', TWO points are awarded.
 - ii. For each Spring or Summer term lived in Ruths', ONE point is awarded.
 - b. Terms lived in the ICC
 - i. For each Fall or Winter term lived in a non-Ruths' ICC house, ONE point is awarded.
 - ii. For each Spring or Summer term lived in a non-Ruths' ICC house, ONE-HALF point is awarded.
 - c. Other Seniority
 - i. In the event of a tie, the Member who signed their contract first is considered to have higher seniority.
 - ii. Non-Standard Contracts are not considered when counting seniority.
 - iii. Only terms previous to the Pre-Term House Meeting will be considered. Contracts for future terms are not considered.
3. For the sake of clarity, an example is presented:
 - a. John Doe lived in Gregory starting in the winter term. He lived there throughout the Spring and Summer. He then moved to Ruths' House and lived there for Fall and Winter. He also has a contract signed for the Spring and Summer at Ruths'. To calculate his seniority for the Fall Pre-Term House Meeting, the following would be done:
 - i. Terms lived in the ICC
John would receive 1 point for each Fall or Winter term lived in Gregory, giving him 2 points.
He would also receive ½ point for each Spring or Summer term, bringing his total to 3 points.
 - ii. Terms lived in Ruths'
John would receive 2 points for each Fall or Winter spent in Ruths' (4 total). His total would then be 7 points.
 - iii. Other Seniority
Even though John has a contract for the Spring and Summer in Ruths', this is not considered when calculating his seniority
 - b. All together, John's seniority for the Fall room picks would be 7 points.

ARTICLE IX. MISCELLANEOUS

Section A - Pet Policy

1. Ruths' House is a Pet-Friendly House, as defined in the ICC Standing Rules.
2. Responsibilities
 - a. Pet Owners are subject to all relevant ICC Standing Rules.
 - b. Pet Owners are fully responsible for their pets health and any damage caused to the House. The House may address pet issues democratically in any way it sees fit, so long as it complies with relevant law and ICC Policy.

Section B - Paint Policy

1. No one shall paint any molding, nor any part of any window, nor any exterior door in the House.
 - a. The rationale for this is because it damages them and they are very expensive, especially as Ruths' is in the historic district.
2. If a Member fails to obey this policy, they must do one of the following.
 - a. Sand down and refinish the window or door.
 - b. Pay a fine of \$50 per window or door.
3. Approval must be granted at a House Meeting before any Member or group may paint or make serious alteration to any common space.

Section C - Food & Dietary Restrictions

1. The House, all relevant officers, and Members, shall make good effort to accommodate any dietary requirements of Members. Including when possible:
 - a. Providing an acceptable option during guff meals.
 - b. Ensuring acceptable staple foods are purchased for the House.

ARTICLE X. AMENDMENTS & TEMPORARY POLICIES

Section A - General

1. No amendment nor policy contrary to the Rochdale Principles, nor the ICC Standing Rules, nor the ICC by-laws shall be enacted.
2. Members may enact temporary policies for the current term or term-group.
 - a. Term-groups are here defined as:
 - i. Fall/Winter. Consisting of the Fall and Winter terms.
 - ii. Spring/Summer. Consisting of the Spring and Summer terms.
 - b. Temporary policies will be enacted at a House Meeting via a simple majority vote of current Members.
 - c. Temporary policies must be posted in a common space or easily accessible to all Members. This responsibility shall fall on the President.

Section B - Quorum

Quorum will be $\frac{3}{4}$ of the House Members when considering amendments.

Section C - Approval & Enactment of Amendments

1. Approval
 - a. Amendments must be presented as a proposal at a House Meeting, and may be altered on the floor by a simple majority of those voting.
 - b. After alterations have ceased, a vote shall be held to approve the amendment.
 - c. Should the amendment be approved, its final form shall be posted publicly, as passed, before the next House Meeting, and included with the next Meeting's agenda.
2. Enactment
 - a. At the next Meeting, the Membership will decide whether to enact the approved amendment.
 - b. If quorum as set out in IX.B is not met, the amendment shall remain approved until the next Meeting.
 - c. If alterations are made to the amendment, it must be again approved and posted (IX.C.1.c).
 - d. The final form of an amendment may be written into the Constitution only by $\frac{3}{4}$ voting approval.

BY-LAWS

1) SMOKING.

No smoking of any form is allowed anywhere inside of the House.

2) FINES.

House Fines shall be levied only by the Work Manger, President, Treasurer, or by majority vote of the House. This does not include assessments & or property damage.

3) QUIET HOURS.

Quiet Hours shall be determined at the first House Meeting of each semester.

- a) No loud or unruly behavior shall be allowed after quiet hours. As a general rule, noise must not be audible outside Members' rooms during quiet hours.
- b) They must be posted publicly and recorded in the Meeting's minutes

4) WORK HOLIDAY.

The House shall hold at least one Work Holiday per term, coordinated by the Work Manager. All House Members shall attend and the purpose shall be to clean, repair, maintain and organize the House as well as to complete special "improvement" projects.

5) ADDITIONAL POWERS, SR COMPLIANCE, & DELEGATION.

Should this constitution fall grossly out of line from the ICC Standing Rules, or operations of the ICC, the House President is granted additional powers not set out explicitly in this constitution which allow them to better align House operations with ICC operations. These powers may also be delegated to other Members. These powers are not permanent, and all haste should be made to update the House constitution so it falls in line with ICC regulations and operations.

6) GUESTS.

Members must have the informed consent of their roommates (if applicable) to have an overnight guest in their room. No Member shall have more than two overnight guests simultaneously, nor shall guests stay in House common areas, without prior consent from the House, or if that is impossible, the consent of at least two House officers.

7) REIMBURSEMENTS.

Members shall present receipts for any item for which they wish to be reimbursed. All items under \$20 must be approved by the Treasurer. Purchases over \$20 shall be approved by the House during a House Meeting.

8) CONSTITUTION REVIEW

This constitution must be reviewed and revised at least once every two years. Dates of review and revisement shall be listed at the end of this document.

The By-Laws are subject to annual change by majority vote at a House Meeting.

