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House of Apollo Constitution

Preamble:

The House of Apollo Constitution exists with the intention to broadly define policies which affect the administration, membership and finances of the House, as well as the rights and values of its Members. The policies within this document are intentionally more difficult to amend than those found other documents, as the Members of House of Apollo have decided that these policies should only be amended with great consideration and care.

1. Definitions

1. **a.** 'House of Apollo' and 'the House' will be defined as the organization which resides at 236 N. Harrison Road, East Lansing, Michigan.
1. **b.** 'Premises' will be defined as the land and building in which the House resides.
1. **c.** 'Member' will be defined as any person who holds a contract with the MSU Student Housing Cooperative for residence in/at or occupation of the Premises, for the duration which is stated in the contract.
1. **d.** 'Total Membership' will be defined as the number of Members of House of Apollo.
1. **e.** 'Member Space' will be defined as any room of the Premises which may be, but has not yet been, designated to a Member (or Members) for occupation during their membership of House of Apollo.
1. **f.** 'Member Room' will be defined as a room which has been designated to a Member (or Members) for occupation during their membership of House of Apollo.
1. **g.** 'Common Space' will be defined as all of the Premises which is not a Member Space.
1. **h.** 'House Property' will be defined as all items located on the Premises which do not belong to any combination of individual members.
1. **i.** 'House Approval' will be defined as either:
 1. **i.** A majority vote of members present at a quorum House Meeting who are in favor of a proposal.
 2. **ii.** A majority vote of members comprising Total Membership who are in favor of a proposal.

2. Membership

1. **a.** No one may reside in House of Apollo without first signing a valid contract, except guests of members of House of Apollo.

1. **b.** Prospective members must undergo the following process prior to signing a Contract for Membership, Co-Management, & Occupancy for House of Apollo:
 1. **i.** Prospective member must first be an applicant approved by the SHC.
 2. **ii.** Prospective member must be given a tour of the House, and have explained all responsibilities of a member of House of Apollo.
 3. **iii.** Prospective member must attend one regular House meal.
 4. **iv.** Prospective member must attend one regular House meeting.
 5. **v.** Prospective member must be approved with House Approval.

1. **c.** Prospective member will be allowed to sign a Contract for Membership, Co-Management, & Occupancy with House Approval.

1. **d.** Prospective members will become members for the duration stated on their completed Contract for Membership, Co-Management, & Occupancy upon payment of Member Shares and Member Dues.

1. **e.** Members are required to:
 1. **i.** Understand and promote the Rochdale Principles of Cooperation.
 2. **ii.** Take an active part in the affairs of the House by attending House meetings.
 3. **iii.** Maintain House facilities beyond the scope of regular chores.
 4. **iv.** Obey all rules and policies that are decided by the House, so long as they comply with the rules and policies of the MSU SHC.

1. **f. Inactive Membership**
 1. **i.** An Inactive Member will:
 1. **1.** Have their charges reduced for the duration of Inactive Membership for those costs of the House which are reduced by Member's absence.
 2. **2.** Not be counted as a member of House of Apollo for the purpose of determining Total Membership.
 3. **3.** Have no right to vote in matters of the House.
 1. **ii.** A member who plans to be absent from the House for a period of time may apply for Inactive Membership by notifying the Finance Officer in advance of a House Meeting, which precedes the desired date range of Inactive Membership.
 2. **iii.** A member will be declared an Inactive Member for a proposed range of dates with House Approval. Inactive Membership will never be applied retroactively, and proposed ranges of dates will always begin at any time following the proposal.

3. Member Rooms

1. **a.**
2. **b.**
3. **c.**
4. **d.**
5. **e.**
6. **f.**
7. **g.**

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