

CONSTITUTION OF THE HOBBY SHOP

of

The Massachusetts Institute of Technology

Cambridge, Mass.

1439

# CONSTITUTION OF THE HOBBY SHOP

## ARTICLE I

### NAME

The name of this organization shall be the Hobby Shop.

## ARTICLE II

### Purpose

The purpose of the Hobby Shop shall be to provide all students of the Institute the means for doing such shop work as they desire in order to make their spare time useful and pleasureable. Staff members and alumni may also use the Shop as hereinafter provided.

## ARTICLE III

### Function

The Hobby Shop members shall assume charge of the Shop, which has been set up by the administration of the Institute. In addition to seeing to the maintenance of the Shop, the members shall assist group activities within the Shop and in other ways encourage the use of the facilities available for all persons. The Hobby Shop members shall be the governing body of the Shop, taking care of the details of management and dictating the policy.

## ARTICLE IV

### Institute Representation

#### Sec. 1 Sponsorship Committee

A. There will be a sponsorship committee made up of faculty members of the Institute and set up by the Institute. The purpose of this committee is to keep the Shop informed of Institute policy and regulations and to act as a liason between the Shop and the Institute.

B. The Shop Foreman and two other members of the Shop designated by the foreman shall constitute the representative group of the Shop and shall attend the meetings of the Sponsorship Committee when such meetings are held.

#### Sec. 2 Shop Superintendent

The office of Shop Superintendent shall be held by a full-time employee of the Institute. His duties shall be to guide and assist the Shop members and officers in the operation, maintenance, safety, and policy of the shop.

## ARTICLE V

### Membership

#### Section 1. Eligibility

A. Any one who is a member of the student body of The Massachusetts Institute of Technology is eligib~~le~~ to become a member of the Hobby Shop. To become a member, a person must fill out an

application blank and pay the annual fee of three dollars per term or five dollars per year. Members of the Staff and alumni may also become members upon application and payment of annual dues of five Dollars, except that alumni membership is restricted to former Shop members.

B. Any person may be designated as an honorary member by two-thirds of the members present at any regular meeting, said person to be exempted from the payment of dues.

Section 22. Denominations. There shall be five classes of members as follows:

A. Ordinary members. Any one who joins the Hobby Shop shall be an ordinary member, and have the rights and obligations of such.

B. Journeymen. Any member is eligible to become a journeyman. He shall be elected a journeyman because of his enthusiasm for the Shop and for his willingness to help in its management. He shall be chosen by a two-thirds vote of the members present at any meeting.

C. Mastercraftsmen. To be eligible to become a mastercraftsman, a person must have been a Shop member in good standing for not less than one term. Mastercraftsmen shall be elected from journeymen of the Shop by the previously elected men. The number of mastercraftsmen may vary from a minimum of three men, or five per cent of the total Shop membership, whichever is larger, to a maximum of fifteen percent of the total Shop membership. Mastercraftsmen shall be chosen on the basis of

of interest in the Shop and Shop projects, ability to use the machinery, tools and equipment correctly, and willingness to assist and cooperate around the Shop.

D. Honorary members. See Sec. 1 par. B of the Article  
Section 3. Rights of members. Members of higher groups shall have all the rights of lower groups

Section 4. Privileges of journeymen and mastercraftsmen.

A. Journeymen. A journeyman may be elected to any Shop office with the exception of that of Foreman.

B. Mastercraftsmen. A mastercraftsman may obtain and possess a key to the shop and use it and the shop facilities when it is not regularly open provided that at least two persons are present.

Section 5. Liability. Any person who enters the Shop, or uses Shop equipment, who is not a member of the staff or the student body of the Massachusetts Institute of Technology, does so at his own risk.

## ARTICLE VI

### Officers

Section 1. The officers of the Hobby Shop shall be as follows:

- A. Foreman
- B. Two Assistant Foremen
- C. Secretary
- D. Treasurer

Section 2. Duties of officers.

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A. The Shop Foreman shall be the top-ranking man in the organization, and he must be a mastercraftsman. His duties shall be as follows:

1. The Foreman, within the first month of his active term of office, shall review the copy of this constitution on file with the Institute Committee, and certify in writing to its correctness.
2. He shall preside at all meetings, if possible, or, if he is not able to attend the meeting, he shall appoint an assistant foreman to take charge of the meeting.
3. He shall appoint the chairmen of all committees.
4. He shall co-ordinate the work of committees so that the Shop will run efficiently and harmoniously.
5. He shall act as the representative of the Shop whenever necessary.

B. The assistant foremen shall be chosen from the journeymen and mastercraftsmen who expect to continue their work at the Institute another year. They shall do whatever tasks the Foreman may assign them for the benefit of the organization.

C. The secretary, a journeyman or mastercraftsman, shall transmit to the Walker Memorial Committee the names of all members elected or appointed to any office in the Hobby Shop organization. This notification shall be made at the time such election or appointment becomes official. The secretary shall also record the minutes of the meetings, send notices when necessary, tend to the

correspondence of the Shop, and do whatever matters fall within his province.

D. The treasurer, a journeyman or mastercraftsman, shall submit to the Budget Committee such financial reports as the Budget Committee shall request, and shall keep the Budget Committee informed as to the financial condition of the Hobby Shop organization at all times. He shall also handle all funds of the Hobby Shop, keeping careful records of all income and disbursements, and submit a report at the end of his term of office or at any other time that it is requested by a majority of the members or by the Sponsorship Committee.

Section 3. Elections. Candidates for office shall be nominated from the floor. Voting for all officers will be done by all members present by secret written ballot. A majority vote of those present is necessary for election. If there are more than two candidates, and one does not receive a majority of the votes, the lowest candidate shall be dropped from the ballot, and voting will proceed until one man is elected. The foregoing does not apply to the election of mastercraftsmen, who shall be elected by the men who are already members of that group. Results of elections must be reported to the Walker Memorial Committee.

## Article VII

### The Executive Committee

#### Section 1.

A. There will be an executive committee made up of the five shop officers, the shop supervisor, and two members of the shop to be

elected each term.

B. Each member of the executive committee shall have one vote, a majority carrying each motion.

C. A quorum of five shall be necessary.

D. The shop foreman shall preside at the executive committee meetings and the secretary will take minutes to be posted on the shop bulletin board within two days of the meeting.

E. The executive committee will meet at least bi-weekly and can be called into session at any time by the foreman.

#### Section 2. Functions of the executive committee

A. The executive committee will have full control of all shop functions in the event that it is inconvenient or impractical for these functions to wait until the next shop meeting of the general membership.

B. Any member may dispute the actions of the executive committee at a shop meeting and such actions may be overridden by a majority vote of the members present at that meeting.

### ARTICLE VIII

#### Committees

The Shop Foreman shall appoint such committees as are necessary for the administration of the Shop. This article is to take care of any necessary disciplinary action.



## ARTICLE IX

### By-Laws

Such by-laws as are necessary for the administration of the Shop may be adopted by a two-thirds vote at a regular meeting.

## ARTICLE X

### Amendments and Adoption

Section 1. This constitution may be amended by a two-thirds vote of the members present at a regular shop meeting, provided that the proposed amendment (s) have been posted conspicuously in the Shop for two weeks prior to the meeting. Amendments will become effective only after approval, first by the Sponsoring Committee, and then by the Institute Committee.

Section 2. This constitution must be adopted by a two-thirds vote of members present at a meeting if notice has been given that such a move is planned, and such a vote puts this constitution into effect.