

Documentary Films (Doc Films) Constitution

Organization Purpose:

Doc Films screens new and repertory films every day of the school year and four days a week in the summer. We aim to bring a wide variety of film to campus for the University community as well as the general public.

Organization Bylaws:

Doc Films Constitution

Article I Name

1. The full name of the organization is The Documentary Film Group.
2. The organization recognizes both Doc Films and the abbreviation DFG to refer to the Documentary Film Group.
3. Within the confines of this document, the abbreviation DFG shall serve.

Article II Purpose

1. The purpose of DFG is the exhibition of cinema. For the purposes of the organization, cinema includes both celluloid and digital projection, however every effort must be made to project digitally only as a last resort.
2. A subsidiary purpose of DFG is to provide training for all aspects of said projection.
3. The main venue for DFG is the Max Palevsky Cinema in Ida Noyes Hall (1212 East 59th Street). While DFG may exhibit at other venues, such must be considered as secondary in importance.
4. The audience of DFG is defined as: first and primarily, the University of Chicago and Hyde Park communities; second, the city of Chicago in general; third, the world. DFG caters to the cinematic needs and desires of the first two to the best of its ability, with priority given to the first. DFG caters to the third through its existence.

Article III Field of Membership

1. There are two types of membership into DFG. An associate member is a member of the community who purchases a pass that grants them free seating to all regularly scheduled films that quarter. An associate member has no voting privileges in any DFG election or quorum. A volunteer is any individual that contributes to the maintenance and operation of the cinema within the parameters defined in this document or as arranged on an ad hoc basis by the chair of the board. Volunteers receive a pass admitting them and

- a guest into any regularly scheduled film, and have full voting privileges.
2. Neither volunteers nor associate members need to be affiliated with the University.
 3. Upon receiving their volunteer pass, all volunteers must sign their pass. This indicates their agreement to abide by the terms of this constitution and any occasional rules the Board enacts on a term-to-term basis.
 4. The DFG board may, at any time and through a simple majority of votes, add any restrictions and requirements it chooses to membership so long as they do not conflict with those included in this document. Any such changes are applicable only for the duration of the term during which they were implemented. Provisions beyond the immediate term must be ratified as amendments to this constitution.

Article IV The Board of Governance

Article IV *DFG Governance*

1. The governing board of DFG consists of a series of positions of specific responsibility and one overarching position of general management. The officer positions ***are open to all current DFG volunteers who are enrolled at the University. Officer positions*** are:

General Chair

Programming Chair

Volunteer Chair

Shipping Chair

Publicity Chair

Librarian

Design Chair

Financial Chair

Special Events Chair

Website Chair

2. Additionally, there is an appointed Equipment Chair who serves as a member of the Doc Governance structure. The Equipment Chair has full access to the office and booth. Additionally, this chair has all the other duties and responsibilities of the officers in Section 1, but is not allowed to vote in Board-only votes. This position is open to all DFG volunteers, including non-students.

3. Each position is held by one and only one person at a time save the general chair, which may, though need not be, occupied by two individuals. The only way for two people to hold the position of general chair at the same time is for both to run and win on the same ticket in the general DFG elections. Both chairpersons in this case are equally responsible for all the regular duties of the general chair, though they may see fit to divide the

maintenance of those duties between themselves. Under special circumstances and with the majority approval of the General Board, any single General Board position may be occupied by two Doc Films volunteers.

[Old Section 3 Deleted]

4. The term of office for all officers **and the appointed equipment chair** is one year. Elections are to be held in the winter quarter of each year. **The Equipment Chair election is the same as for officers, save for one difference: the winner of the Equipment Chair election must subsequently be appointed by the new board. Results of the election are binding.**

5. There is no term limitation. Officers may serve on the board for as long as they are elected to do so.

6. Each officer must attend any and all meetings of the board, at which point each will give a brief report on their activities since the last meeting. If an officer is unable to attend a meeting, he or she must appoint a proxy who will attend on his or her behalf.

7. The ballots in any DFG election, whether special or annual, are publicly counted by the General Chair with the help and supervision of the DFG advisor. The General Chair must abstain from voting in an election for all of the board positions. If a tie occurs in any position for which present General Chair is not running, the General Chair provides the tie-breaking vote. If an incumbent General Chair is tied for reelection, the incoming DFG board of governance must decide the outcome.

8. Each officer is responsible for a specific geographic area of campus as far as publicity is concerned. The Publicity Chair distributes posters to all members of the board for this purpose. All board members must hang posters throughout their designated area on a weekly basis.

Article V The Duties of the General Chair

1. The General Chair runs the meetings of the board, which must be held at a minimum of once per week. All such meetings must be open to all volunteers.

At each meeting, the General Chair's duties include:

relaying general DFG news, events, circumstances, etc.

ordering food

serving as point person for all other board members

2. The General Chair attends the quarterly PCC meetings, which is the meeting of the 6 major student-organization leaders. For this meeting, he or she prepared a report on the status of DFG to the specifications provided by PCC in conjunction with the Financial Chair. At the conclusion of the PCC meeting, the General Chair then reports to the governing board any and all pertinent results and discussions.

3. Similar to the quarterly PCC meeting, the General Chair also works with the Financial Chair to prepare and present the annual budget proposal to the University each spring.
4. The General Chair maintains general office management, including such chores as:
 - sending weekly film-schedule emails to patrons
 - collecting and sorting incoming postal packages and mail
 - responding to general email inquiries regarding DFG
 - updating DFG Films hotline weekly
 - providing change for \$1 locker
 - ordering office supplies
 - serving as administrator for all DFG listserves not specifically assigned to other chair positions
5. The General Chair serves as main contact person for outside organizations, both University and non-University.
6. The General Chair creates volunteer and associate member quarterly passes.
7. The General Chair oversees sale of patron quarterly passes.
8. The General Chair attends ORCSA training Fall quarter.
9. The General Chair keeps in constant contact with the DFG advisor assigned by the University.
10. The General Chair presides over abnormal events/circumstances that are unanticipated and/or lie outside the delegated responsibilities of other board members
11. The General Chair is accountable for Doc's operation over the summer. He or she should expect to be present in Chicago, but in the extreme event that he or she is unable to remain in Chicago, a Deputy General Chair may be appointed with the consent of the board. The absent General Chair must maintain regular contact with the Deputy Chair. If the board feels that the General Chair has neglected his or her summer duties, specifically in the event of absence, they may begin impeachment proceedings.
12. In the event that another officer is unable to fulfill the duties of his or her position, due to resignation, impeachment, or any other reason, it is the responsibility of the General Chair to serve in the needed capacity until a replacement can be found.
13. The General chair works in conjunction with the Financial and Design Chair to recruit advertisers for the calendar and newsletter, including:
 - arranging in-kind donations with particular businesses
 - creating and distributing contracts for paying advertisers

actively seeking new advertisers throughout the quarter
working with the Financial Chair to make sure that invoices are sent and
payment is collected from advertisers

14. The General Chair manages any and all officer elections; if he or she is
running for reelection, he or she must appoint an administrative proxy,
approved then by the board of governance, who will perform this duty.

Article VI The Duties of the Equipment Chair

1. The Equipment Chair acts as resident expert projectionist. In the
performance of this duty, he or she provides all necessarily up-keep of the
projection booth and its equipment, is available on-call for emergency
equipment problems, and fixes equipment problems when possible. In the
event that the Equipment Chair will be temporarily unable to perform this
duty he or she must provide a suitably trained and responsible proxy who will
act in his or her stead should emergencies arise. Such proxy must be widely
and easily available to all projectionists.

2. The Equipment Chair orders new equipment as necessary and in
consultation with the general board.

3. The Equipment Chair serves as liaison with any and all hired expert
technicians for technical improvements, installations, and repairs beyond his
or her technical capacity.

4. The Equipment Chair runs equipment and training workshops for
projectionists and Apprentice projectionists. He or she must hold at least one
workshop per term.

5. The Equipment Chair updates projectionists of equipment issues or special
conditions of use regarding the equipment.

Article VII The Duties of the Programming Chair

1. The Programming Chair runs the meetings of the programming board,
which must be held at a minimum of once per week. All such meetings must
be open to all volunteers. The Programming Chair may also choose to include
any interested non-volunteers at his or her discretion. At each meeting, the
Programming Chair's duties include:

ordering food for each meeting

preparing all relevant materials, including copies of series proposals and
ballots

2. The Programming Chair runs and coordinates the quarterly vote for new
weekday series. The method and timing of the vote is at his or her discretion,
in consultation with the general board.

3. The Programming Chair books all films for all quarters. This includes: booking films through major distribution companies, the Film Studies Center, individual collectors, film archives, etc. in consultation with the programming board

sending booking confirmation faxes and emails

communicating on a regular basis with distribution companies about the status of bookings and new releases

coordinating last-minute replacements for films

working with the DFG advisor regarding booking contracts

working closely with the Financial Chair and the Shipping Chair to ensure the arrival of all scheduled films

4. The Programming Chair assists programmers with finding distribution for their series, a duty that includes running a quarterly distribution workshop, and is ultimately responsible for securing such distribution.

5. The Programming Chair, in consultation with the governing board and the volunteers as a whole, selects the films to be shown during the weekends.

6. The Programming Chair creates a quarterly spreadsheet of all films to be screened during each upcoming quarter, including distribution, rental price, director, year, and running time. This list is to be provided to the governing board in a timely manner after all programming decisions and votes have been made. At the end of each quarter, the same list, corrected to reflect the quarter as it actually occurred and with any changes marked, is to be distributed again.

7 The Programming Chair orders posters and trailers for select films screened throughout the quarter at his or her discretion.

8 The Programming Chair provides distribution companies with box-office reports (summaries of attendance, revenue, etc. for each screening).

9 The Programming Chair serves as the administrator of the DocProg listhosts.

Article VIII The Duties of the Volunteer Chair

1. The Volunteer Chair runs quarterly meetings, to be held in the first week of every quarter. The purpose of these meetings is to recruit and hire new volunteers.

2. The Volunteer Chair creates the volunteer schedule on a quarterly basis, a process that involves recruiting and hiring all necessary volunteers and delegating their positions. In the pursuance of this duty, the Volunteer Chair handles all inquiries to DFG about joining the organization. In the event that sufficient numbers of volunteers are unavailable to fill all required positions, it

is the duty of the Volunteer Chair to fill those himself or herself.

3. The Volunteer Chair may hire at any point in the quarter, and may rearrange the volunteer schedule at any point as he or she sees fit.
4. The Volunteer Chair regularly checks the volunteer attendance submitted by the show captains and takes appropriate action regarding absenteeism and chronic tardiness or any other conflicts that may arise.
5. The Volunteer Chair is personally responsible for the training of all show captains.
6. The Volunteer Chair adds all projectionists and show captains to the Ida Noyes key-list for access to the projection booth.
7. The Volunteer Chair solicits and analyzes evaluations from each projectionist of their apprentices and from each show captain of their projectionist, ticket-sellers, and fire guard.
8. The Volunteer Chair determines promotions from one position to another, based on evaluations and attendance, and is responsible for warning and, if necessary, firing volunteers for poor evaluations and/or poor attendance.
9. The Volunteer Chair writes out the volunteer passes and arranges for their distribution, either personally or through the show captains.
10. The Volunteer Chair serves as the administrator of the DocVol, DocSC, DocProj email listhosts.

Article IX The Duties of the Shipping Chair

1. The Shipping Chair handles all prints between Ida Noyes office and DFG booth.
2. The Shipping Chair confirms the weekly arrival of all media, whether celluloid or digital. He or she contacts all institutions shipping to DFG, and works closely with Financial Chair and Programming Chair to ensure the timely delivery and return of media.
3. The Shipping Chair obtains an alternative, digital copy of any film if shipping for a print falls through at the last minute.
4. The Shipping Chair checks the quality and correctness of all prints that are delivered to DFG by making sure that the correct media has been sent and, if on celluloid, checking that all reels are present and that the formatting and condition of print is appropriate for our projectors. In order to fulfill his or her duties, the shipping chair must seek training on film handling, film formats, etc. at the beginning of the term.

Article X The Duties of the Publicity Chair

1. The Publicity Chair is responsible for populating the poster cases in the

cinema lobby in a timely manner.

2. The Publicity Chair oversees the production and distribution of DFG flyers and advertisements:

coordinating the poster design process

duplication of flyers and advertising material

distribution of such material to the rest of the Board

3. The Publicity Chair updates the poster case in the Reynolds Club.

4. The Publicity Chair acts as a liaison for the Chicago publications regarding listings and write-ups.

5. The Publicity Chair, in coordination with the Special Events Chair, creates special promotions for special events, involving posters, mass emails, and the like.

Draft press release and put together a series write-ups.

Announce calendar changes to media.

6. The General Chair assigns, at the outset of each term, the specific areas each officer will be responsible for in terms of postering

Article XI The Duties of the Librarian

1. The Librarian maintains the DFG archives and active library, which includes all films, books, posters, and trailers in the possession of DFG.

2. The Librarian monitors all relevant acquisitions.

3. The Librarian creates and maintains a loan system for all DFG property at his or her discretion.

4. The Librarian coordinates any and all external storage of celluloid and serves as the liaison to such other organizations so contracted.

5. The Librarian continually updates the master list of films shown within past four years based on the quarterly updates provided by the Programming Chair.

6. The Librarian catalogs and collects all press and publicity regarding DFG.

7. The Librarian creates records in the form of transcripts, photographs, recordings, and the like for all major DFG events.

8. It is the responsibility of the Librarian to compile and distribute minutes of all general meetings to the DocVol listhost.

Article XII The Duties of the Design Chair

1. The Design Chair coordinates the production and delivery of the calendar and newsletter, which includes:

obtaining blurbs for all films on the calendar and essays from the

programmers on weekly series

creating, editing, and laying out the quarterly calendar and newsletter
arranging the actual calendar and newsletter printing with a professional
printing company of the Design Chair's choice

- overseeing the delivery of the calendar and newsletter from printing press to
Doc, Hyde Park, and the greater Chicagoland area before the academic
quarter begins

2. The Design Chair assists the Publicity Chair, if needed, in the design of
weekly and special events posters.

3. The Design Chair designs the quarterly associate member and volunteer
passes, and delivers them to the General Chair in time to be printed.

4. The Design Chair assists the Website Chair, at the Website Chair's
discretion, on the design of the Doc Films website, to maintain continuity
between printed media and the website.

5. The Design Chair should be willing to assume responsibility for any other
design-related project such as Doc Films t-shirts or special event tickets.

Article XIII The Duties of the Financial Chair

1. The Financial Chair pays all invoices, including from distributors, the
University, and refreshment vendors.

2. The Financial Chair takes care of all reimbursements.

3. The Financial Chair looks at transaction reports and check that they
correspond with show reports.

4. The Financial Chair together with the General Chair prepares quarterly
financial reports and quarterly budgets for the upcoming quarter.

5. The Financial Chair prepares the end-of-year financial report and budget
requests for PCC meeting in conjunction with the general chair.

6. The Financial Chair ensures that all tax forms are directed to the
appropriate responsible University agency.

7. The Financial Chair attends quarterly PCC meetings.

8. The Financial Chair keeps records of all bills paid.

9. The Financial Chair contacts distributors about special payment, including
working with the University when wire transfers are necessary and speaking
with distributors about payment disputes.

10. The Financial Chair works closely with University finance staff.

Article XIV The Duties of the Special Events Chair

1. The Special Events Chair runs all DFG advanced screenings, including:
maintaining communication with professional promotional companies

regarding advanced screenings

working with DFG advisor to approve contracts for special events

coordinating staff involved with special events, including recruiting volunteers, hiring a projectionist, serving as liaison for outside organizations

representatives

overseeing all day-of-event responsibilities, including setup and breakdown, and runs the actual event

coordinating marketing and publicity for advanced screenings in conjunction with the Publicity Chair

2. The Special Events Chair coordinates DFG volunteer appreciation events.

3. The Special Events Chair works with University and non-University organizations to plan events at DFG, including cinema rental, equipment rental, RSO screenings, etc.

4. The Special Events Chair works with the Financial Chair to make sure that DFG pays, and is paid by, all parties related to special events, including providing projectionists with payment forms and coordinating the mailing of invoices to other organizations. The Special Events Chair in consultation with the General Chair negotiates the payment amounts.

5. The Special Events Chair responds to all general requests for special screenings held at DFG.

6. The Special Events Chair works with programmers to make arrangements for special events surrounding a series, including extra equipment rental and Speaker/performer contracts.

7. The Special Events Chair must either be present at all special events or appoint a proxy capable of fulfilling all Special Events duties.

8. The Special Events Chair contacts Ida Noyes events staff regarding cinema bookings, rentals, etc.

Article XV The Duties of the Website Chair

1. The Website Chair serves as the webmaster and designer for the DFG website, which includes:

updating any and all information, including special events postings

putting the quarterly calendar on the DFG website

updating the website design as necessary and desired

developing and improving the Doc Films website

Article XVI Impeachment

1. In the event of gross negligence of duty, any officer, including the general chair, can be impeached.

2. The process for impeachment may proceed in one of two ways. The first is for a supermajority (2/3) of the other officers to vote for impeachment in an open meeting. The second is for a supermajority (2/3) of the general volunteers to vote for impeachment in an Australian-style vote. In this second case, a minimum of two officers must supervise the vote to insure that all volunteers who wish to vote are offered the opportunity to do so and to prevent any appearance of fraud within the vote results.

3. In order to call for a vote of impeachment a general list of grievances must be presented both to the board and to the volunteers as a whole. Upon the delivery of such, a period of trial must begin, to last a minimum of one week and not more than three, during which the grievances are aired and discussed within the confines of the general board meeting. At the conclusion of the discussion period, voting must begin. The agent who presented the list of grievances will then elect which voting method he or she wishes to pursue. If the agent is an officer of DFG, he or she cannot serve as one of the two vote supervisors, and the officer under impeachment also cannot so serve.

4. The officer under impeachment may rigorously defend himself or herself against the allegations brought to the board and volunteers, both personally and through proxy. If used, any proxy must be a volunteer member of DFG.

Article XVII Elections

1. Any active volunteer member of DFG may vote in all officer elections, save where indicated elsewhere in this document. Only active volunteers are eligible to vote. Each volunteer may vote only once per election, and all votes are counted equally.

2. Elections of DFG officers are to be held annually, in the winter term. In the event of an officer vacancy the governing board will decide whether to hold a special election to fill that position. If the vacancy begins in the fall term, the board may opt not to do so and instead to appoint a temporary officer who will hold the position until the elections in the subsequent term.

3. Volunteers may vote by proxy or in absentee. All requests to vote by proxy or in absentee must be submitted to the General Chair twenty four hours prior to election time. It is the responsibility of the General Chair to take appropriate measures to insure the anonymity and validity of all such votes.

4. In order to uphold voter anonymity and maintain a valid voter count, all voters must sign their names upon submission of the ballot to the General Chair.

Article XVIII Committees

1. The only permanent standing committee is the programming committee. It is run by the Programming Chair. Other committees may be created on a temporary basis as needed by the governing board.
2. Membership in the programming committee is open to all active volunteers. Its purpose is to advise the Programming Chair of possible film and video series. The Programming Chair may administer the programming committee as he or she sees fit within the limits set forth in this document.

Article XIX Dues

1. Volunteers are not required to pay any dues.
2. Associate members currently pay dues in the form of the purchase price of their quarterly pass. No further investment is required of them. The price of an associate member pass and the number to be sold shall be determined by the Financial Chair in consultation with the General Chair.

Article XX Volunteer Positions

1. There are five set positions that a volunteer can fulfill. These are:
show captain
ticket seller
fire guard
projectionist
apprentice projectionist
2. One's status as a volunteer and the position one serves in is at the discretion of the Volunteer Chair, in consultation with the Governing Board.
3. Any volunteer may be fired at any time by the Volunteer Chair. Any volunteer may be suspended from duty at any time by his or her show captain. The Volunteer Chair may suspend or fire a show captain for cause at any time.
4. All suspensions must be brought to the attention of the Volunteer Chair immediately, who will then evaluate the situation of the volunteer's career at DFG, affording both the show captain and the volunteer opportunity to present their cases. In the event of a conflict of interest on the part of the Volunteer Chair, the General Chair will conduct the evaluation.
5. All volunteers who have been terminated from DFG have the right to appeal such termination. The appeal is held before the governing board as a whole and in private.
6. Volunteers must fulfill one of these positions for a given show each week throughout the term. They must attend every show or, when necessary, find a proxy to fulfill his or her duty in absence unless directed otherwise

specifically by his or her show captain or (only if the volunteer is an apprentice projectionist) projectionist. It is solely the responsibility of the volunteer to find a proxy whenever the need arises.

Article XXI The Duties of the Show Captain

1. The Show Captain is responsible for a specific show in its entirety, which includes representing DFG to cinema customers and volunteers.
2. He or she is responsible for training all new members of the show crew save projectionists.
3. He or she must be present either in the theatre, the theatre lobby, or the DFG office at all times during his or her show.
4. The Show Captain prepares the cash box and tickets prior to his or her show and collects all moneys and unused tickets afterwards. His or her fiscal duties are to be determined by the Financial Chair at the outset of each term.
5. He or she must be aware of changes in DFG scheduling and of upcoming special events. All such must be announced to the audience prior to his or her show.
6. The Show Captain evaluates all volunteers assigned to his or her show, save apprentice projectionists, at the conclusion of each term. Such evaluation is made under the guidance of the Volunteer Chair, and the results are delivered to him or her.
7. After the show, the Show Captain, with the assistance of the Fire Guard, cleans the auditorium.

Article XXII The Duties of the Ticket Seller

1. The Ticket Seller sells tickets for a length of 45 minutes starting at half hour before through fifteen minutes after the show begins.
2. As soon as the cinema doors close for the show through fifteen minutes into the show, Ticket Sellers must assume the role of Fire Guards - check passes, tickets, IDs and keep track of the number of people entering the cinema,.

Article XXIII The Duties of the Fire Guard

1. The Fire Guard must arrive half an hour before the beginning of the show
2. Until the show starts, the Fire Guard checks passes, tickets, IDs and records the number of people entering the cinema. In the instance that the show is sold out the Fire Guard must assist in informing and turning away patrons.
3. The Fire Guard remains in the cinema for the entire length of the show and

should sit in a chair closest to the door. The Fire Guard must maintain this position in order to be ready to address any arising situation in the cinema. While the show is in progress the Fire Guard is the public face of DFG and is responsible for evaluating all potential problems and determining their severity and his or her appropriate action in the situation.

4. The Fire Guard should call the show captain in case of ticket refunds or other unexpected events, and the projectionist in case of projection problems such as sound malfunction.

5. In case of emergency, the Fire Guard calls the building manager and proceeds to direct people out of the cinema.

6. In case of great emergency, such as fire or robbery, the Fire Guard calls 911 and proceeds to direct people out of the cinema.

7. After the show, the Fire Guard assists the Show Captain in cleaning the theatre.

8. The Fire Guard does not hold any responsibilities regarding customers arriving late into the show.

Article XXIV The Duties of the Projectionist

1. The Projectionist is responsible for preparing and projecting all media to the best of his or her technical abilities.

2. The Projectionist follows a time schedule regarding preparation for the screening appropriate to the media type of his or her show as directed by his or her Show Captain. He or she must have completed test reels and be ready for the screening a minimum of twenty minutes before the show time as scheduled on the calendar.

3. The Projectionist is responsible for reporting all technical problems to the Equipment Chair. He or she is also responsible for all information regarding equipment disseminated by the Equipment Chair.

4. The Projectionist is responsible for training any and all Apprentice Projectionists assigned to the show. The Projectionist should ensure that the training does not take away from the quality of the show.

5. The Projectionist should not leave his or her Apprentice Projectionists responsible for the running of the show unless necessary and only for short periods of time.

6. The Projectionist is responsible for evaluating his or her Apprentice Projectionists as directed by the Volunteer and Equipment Chairs at the conclusion of each term.

7. All Projectionists must attend a minimum of one equipment workshop, as run by the Equipment Chair, per year.

Article XXV The Duties of the Apprentice Projectionist

1. The Apprentice Projectionist must be present at DFG for a prearranged period of time prior to scheduled show time as directed by his or her Projectionist.
2. The Apprentice Projectionist assists the Projectionist as directed.
3. The Apprentice Projectionist must attend a minimum of two equipment workshops, as run by the Equipment Chair, per year.
4. The minimum number of terms that an Apprentice Projectionist must serve as such before becoming eligible to serve as a Projectionist is three. For at least one of these terms he or she must serve on a prepping shift, i.e. one in which cinematic material (35mm or 16mm film in particular) is prepared for projection.

Article XXVI Handling of Funds

1. All funds collected must be deposited in the DFG ORCSA accounts.

Article XXVII Amendments

1. All amendments to the constitution must be proposed to all DFG volunteers at least one week before voting is to be conducted and must be discussed during at least one volunteer meeting.
2. Only one vote for amendment can be conducted per term, and if held, must be done so in the final general meeting of the term.
3. Amendments are approved if an open vote of all volunteers approves by a supermajority (2/3) vote.

Article XXVIII Ratification

1. This constitution is considered to be ratified and fully in force in the event that a supermajority (2/3) vote of approval passes at a meeting of general DFG volunteers. Such vote must be announced a minimum of one week in advance.