

By-Laws for the James S. Rickards High School

Chapter of Handwritten Hope

Article I - Purpose

The Rickards High School Chapter of Handwritten Hope is dedicated to spreading hope and positivity through handwritten letters. Our motto, "Healing through Handwritten Hope," reflects our commitment to combating loneliness and low morale, particularly among hospital patients and senior citizens. We aim to:

- Increase awareness of mental health issues.
- Provide opportunities for students and volunteers to contribute positively to their community.
- Enhance the emotional well-being of senior citizens and hospital patients.
- Foster a sense of connection and empathy among participants.

Our mission is to uplift and support individuals in hospitals and senior care facilities, addressing the loss of motivation and mental health decline exacerbated by the COVID-19 pandemic. We are proud to partner with Tallahassee Memorial Healthcare (TMH) to further our impact and reach.

Article II - Name

The organization shall be named James S. Rickards High School Handwritten Hope.

Article III - Membership

1. Membership is open to all James S. Rickards High School students who wish to join and are selected to represent the school.
2. Members must maintain a minimum unweighted GPA of 3.0 to remain academically eligible.
3. Membership is confirmed once the student submits the required form and any applicable fees.

Article IV - Termination and Resignation

Misconduct during meetings or submitting inappropriate letters may result in termination of membership.

Article V - Officers and Appointing Procedures

Candidates must fill out an application and run for the position they are most qualified for. All officers must understand the purpose of the club and have sufficient knowledge about it. Officers represent the club and are responsible for conveying a positive image. Officers are appointed by the president, Jonathan George, with the aim of growing the nonprofit. If an officer is not making adequate or satisfactory progress, as determined by the sponsor or president, an impeachment process will take place in which the president and sponsor will decide on whether or not the officer should be removed from their position. The respective duties of the officers are as follows:

President:

- Manages and aids in all club activities
- Responsible for communication, leading meetings, and maintaining connections
- Delivers letters to hospitals

Chief Technology Officer:

- Creates and updates the website using HTML/CSS/JavaScript

Chief Creative Officer:

- Designs the logo and promotional flyers
- Assists in designing the website

Financial Officer:

- Manages the club's finances, including fundraising and maintaining financial records.
- Locates sponsors and organizes Share-It Nights to fund art supplies and FUN club activities.

Media Officer:

- Takes pictures at meetings
- Manages the club's social media presence

Article VI - Meetings

Regular meetings of the Handwritten Hope club will be held weekly or once every 2 weeks, where members will gather during the lunch period to collect and create letters. Additionally, there may be food prizes awarded for the best letters. Special meetings may also be called by the President as needed.

Article VII - Amendments

Amendments to the club's bylaws can be suggested by any member. If the suggestion is deemed appropriate, the officer board and the sponsor will review and vote on it.

Approval by either the President or the Sponsor will also allow the amendment to pass and be added to the bylaws.