

Saint Vincent de Paul Men's Club

BY-LAWS

Article I. Name and Location

Section I. The name of the organization shall be "Saint Vincent de Paul Men's Club".

Article II. Purposes

Section I. The purposes and objectives of this organization shall be:

- (a) To aid in the development and growth of Saint Vincent de Paul Catholic Church.
- (b) To develop fellowship as a way of life.
- (c) To promote an active interest in Saint Vincent de Paul Catholic Church and civic affairs; to inspire respect for law; and to promote patriotism.

Article III. Capital

Section I. This organization is not for profit and shall exist solely for charitable, benevolent and social purposes; and no part of its earnings, if any, shall ever inure to the benefit of personal gain or profit of any of its members or officers.

Article IV. Membership

Section I. The membership of this club shall consist of adult men, at least 18 years of age, of good character and whom have interest in Saint Vincent de Paul Catholic Church. All memberships shall be held by individuals and shall not be transferable.

Article V. Admission to Membership

Section I. Members shall be admitted to the club in the following manner:

- (a) Proposals for membership shall be submitted by the Membership Director in a form and manner prescribed by the Board of Directors.

Article VI. Termination of Membership

Section I. Any member may resign from the club in good standing provided that all his indebtedness to the club has been paid and, that such resignation shall be in writing to the Secretary.

Section II. The Board may suspend any member who is three (3) or more months in arrears in the payment of dues or other indebtedness to the club from the membership.

Section III. Any member charged with unbecoming conduct or with any act prejudicial to the best interest of the club and against whom such charges are sustained after opportunity to appear before the Board of Directors in his own defense, may at the discretion of the Board of Directors, be expelled from membership. Upon such action by the Board of Directors, the Secretary shall notify the member in writing of said action.

Article VII. Officers

Section I. The Officers and Directors of this club shall be as follows; Officers are also Directors.

(a) Officers

- (i) President**
- (ii) Two Vice Presidents**
- (iii) Secretary**
- (iv) Treasurer**

(b) Directors

- (i) Six Directors**
- (ii) Picnic Chairman**

(c) Executive Committee is made up of the Officers:

- (i) President**
- (ii) Two Vice Presidents**
- (iii) Secretary**
- (iv) Treasurer**

Section II. The officers and directors of the club shall be elected annually.

Section III. All officers and directors shall hold office for the term of one year or until their successors are elected or appointed.

Section IV. No person shall be eligible to hold more than one of the foregoing offices at one time.

Section V. In the event of a vacancy occurring for any reason in any of the above-enumerated offices, the vacancy shall be filled without unnecessary delay by the action of the President with approval of the Board of Directors.

Section VI. The President shall be eligible to run for re-election for a second consecutive one year term. If successful in re-election of a second consecutive one year term, he will not be eligible for additional consecutive terms in office after the expiration of the second year term.

Section VII. The Executive Committee can meet and act for the board in an emergency without notice of the meeting. Such action is subject to approval of the full board at its next regular or called meeting.

Article VIII. Duties of Officers

Section I. The President shall serve as the chief executive officer of the club, preside at all meetings of the membership and the Board of Directors, be an ex-officio member of all committees, exercise general supervision over affairs of the club, and perform such duties as are or ordinarily incumbent upon a President.

Section II. The Vice President of Administration shall assume the President's duties in the event of the President's absence. If for any reason the President cannot carry out his duties, the Vice President of Administration is to carry out the duties of the President within the by-laws of the club. He will be

responsible for all activities of the Director's as assigned by the President. He will also be responsible to chair other club hosted activities as assigned by the President.

Section III. The Vice President of Operations shall assume the duties of the President in the event of the absence of the President and the Vice President of Administration. He will be responsible for all activities of the Director's as assigned by the President. He will also be responsible to chair other club hosted activities as assigned by the President.

Section IV. The Secretary shall keep the records and conduct the correspondence of the club, subject to the general direction and supervision of the Board of Directors. He shall be the keeper of the meeting minutes which shall include the Treasurers report and report the last meeting minutes at the following membership meeting.

Section V. The Treasurer shall keep the accounts of the club and shall give reports of all monies and accounts at each monthly membership meeting to the membership and the Board of Directors. He shall collect all Monies due the club, giving receipt thereof in the name of the club, and shall account for such Monies to the Board of Directors and general membership.

Section VI. The Directors (6) will be broken down into six areas: social activities; meals; membership/guest speakers; special projects; religious affairs/pastoral council liaison; and work project administration. Each will be elected by the general membership then appointed by the President to one of the six areas of responsibility.

Section VII. The Picnic Chairman is responsible for the running of the Annual Parish Picnic. The President selects the Assistant Picnic Chairman. The Assistant Picnic Chairman serves as an understudy the first year and assumes the Picnic Chairman duties the following year. In the event that the Picnic Chairman is unable to fulfill those duties, the Assistant Picnic Chairman will assume his duties.

Article IX. The Board of Directors

Section I. There shall be a Board of Directors that shall consist of the President, the immediate Past President currently not holding a board position, the Vice Presidents, the Secretary, the Treasurer, six elected directors, and Picnic Chairman, each of whom shall have the right to vote on Board action.

Section II. The Board shall meet regularly or at the call of the President. A majority of the Board shall constitute a quorum for the transaction of business, and a majority vote of those present shall be necessary to give effect to any action of the Board. These meetings shall be open to the club membership and the minutes thereof shall be made available to club members.

Section III. All Board members shall be required to regularly attend board meetings and club meetings or forfeit their membership on the Board of Directors.

Article X. Duties and Powers of the Board of Directors

Section I. The Board of Directors shall exercise the general fiscal management of club affairs, subject only to the direction of the club membership and not inconsistent with the provisions of these by-laws. It shall have general supervision over all committees appointed by it or under its authority and shall have the ultimate decision of all matters not herein otherwise provided for; the Board may in its discretion refer any matters of general importance for a decision by the club membership at a general meeting.

Section II. The Board of Directors shall receive regular reports from the Secretary, Treasurer, and such committees, as the Board deems necessary.

Section III. The general membership must approve all disbursement of club funds; however the Board can spend up to \$500.00 when a time sensitive emergency exists or for general board operating expenses, meals, supplies, etc. Otherwise all other expenditures require Member approval, with the exception of budget approved normal club sponsored events (Parish Picnic, Mardi Gras Party, Fish Fry's, annual Appreciation Dinner and other fund raising events). A budget for these major events shall be prepared by the event chairman. That budget must be presented to and approved by the Board and general membership before expenses start for these events.

Section IV. The Board of Directors will select Dwight LeBlanc Recipients. The Ambassador's Club membership will select the Ambassador's Club members. The recipient's selection will be based on contributions of time and talent by the member to the Parish and the Club.

Article XI. Election Procedure

Section I. Not later than January 31 the President shall, with the approval of the Board, announce the appointment of a Nomination Committee Chairman, who will have the responsibility to form a committee of not fewer than three (3) active members in good standing and whose dues are paid. The Committee shall select at least one nominee for each expiring office. It shall be the duty of the Committee to determine the qualifications for and willingness and ability of each nominee to fulfill the office for which he is nominated. Nominations will begin with the February general membership meeting and will close at the March general membership meeting. Elections will be held each year during the April general membership meeting. Nominees for office may speak or have someone speak for them during the February and March meetings.

Section II. The Nomination Committee will give a report to the membership at the meeting before the elections. The report should consist of the current list of nominees.

Section III. During the meeting at which the election is to be conducted, the Chairman of the nominating committee (who cannot be the current President) shall read the nominations. The Chairman will then ask for nominations from the floor. Once all nominations have been accepted then the Chairman shall proceed to conduct the annual election. All offices will be listed with write-in spot for each. A majority of the vote's cast shall be required to elect. In the case of Vice Presidents and Directors, if the number of nominees exceeds the number of vacancies, the appropriate number of persons receiving the highest numbers of votes shall be declared elected.

Section IV. The nominating committee shall declare when nominations are open and closed.

Section V. Only members in good standing and whose dues are paid shall be eligible to hold office or vote.

Section VI. Voting shall be by individuals on secret ballot and no person may cast more than one vote for each office. Proxy voting: The Election Chairman (EC) will email the club one week prior to the election. The EC will ask for members unable to attend the Election meeting who would like to proxy vote to contact the EC to make arrangements as determined by the EC. At the election meeting the EC will provide the Membership Director with a list of members who will be voting by proxy. The Membership Director will check to make sure all proxy voting members are dues paid and eligible to vote. The proxy voter will get a proxy ballot from the EC. The proxy ballot will be of a different color so as to identify the proxy vote and explain why the member has two ballots.

Section VII. All Officers and Directors shall assume the responsibilities of their respective offices after the April Appreciation Dinner. The Appreciation Dinner must be held before the last day of April.

Article XII. Meetings

Section I. Regular meeting of the club shall be held at such time and place as may be determined by the Board. Robert's Rules of Order shall govern all deliberations of the club and its Board except as otherwise provided in these by-laws.

Section II. Special meetings of the club may be held at any time when called by the Board or the President. Three (3) days notice in advance shall be given to each member of any special meeting; such notice to state the nature of the business to be transacted at such meeting and the meeting shall be limited to the purpose stated in the notice.

Section III. Any motion and second regarding the disbursement of Men's Club funds offered from the membership will be tabled until the next scheduled regular meeting to allow the Officers and Directors to make a recommendation as to that motion.

Article XIII. Revenues

Section I. Annual dues shall be determined by the membership and payable annually between January 1 and the March general membership meeting. Dues not paid by April 1 shall be considered in arrears and result in termination of membership in accordance with Article VI, Section II. The Treasurer shall collect these dues from each member. There will not be any proration of dues during the designated fiscal year.

Section II. A member shall be regarded as in good standing if he is not more than ninety (90) days in arrears in payment of any indebtedness, dues or otherwise, to the club.

Section III. The Board may plan or recommend the raising or the accumulation of revenue from sources other than those stated in this article.

Section IV. All funds, to which the public or members have contributed for the specific purpose of financing charities, educational or civic activities of the club, shall be used solely for those purposes.

Section V. The fiscal year of the club shall be from May 1 of each year until April 30 of the following year.

Article XIV. Committees

Section I. The President or the Board shall determine the scope of the purpose of each committee that is necessary to the achievement of the objectives and purposes of the club.

Section II. The President, immediately upon taking office, shall appoint specific duties of the two Vice Presidents and six Directors.

Section III. The President shall publish his appointments not later than the May meeting following his election. Any changes or vacancies thereafter occurring shall be filled or made in like manner.

Section IV. At the request of the President or the Board, the Chairman of a committee shall present a report of the activities of that committee to the Board.

Article XV. Amendments

Section I. Any amendment to these by-laws may be adopted by a two thirds (2/3) vote of the members present at any regular scheduled meeting, provided written notice of the proposed amendment and date of such meeting shall have been given the members at the prior regular scheduled meeting or within 30 days.

Signed _____

Tom Weeks

President

Witness

Witness

Date _____