

CONSTITUTION AND BY-LAWS
OF THE
ST. JOSEPH HOLY NAME SOCIETY

(Effective June 1, 2008)

We, the members of the St. Joseph Holy Name Society (herein after called Men's Society or Society), have now associated ourselves together to form a parish organization for the men of St. Joseph Parish (our Sponsor), Crescent Springs, Kentucky, wherein all activities of this Society will be carried out within the scope of our Sponsor's Mission Statement and hereby establish this Constitution and By-Laws for the fundamental guidance of the Society.

ARTICLE I
OBJECTIVES AND PURPOSES

To provide:

- A forum for the exchange of information for members.
- An opportunity of fellowship and development of Catholic ideals.
- Leadership to and outreach for the parish community.
- A means of fundraising for charitable activities.

ARTICLE II
MEMBERSHIP

- A. Membership shall be open to all adult male members (21 years and older) registered with St. Joseph Parish, Crescent Springs, Kentucky.
- B. The Society's membership requirements shall not exclude members because of race, color, national origin, age, disability or any other form of discrimination.
- C. A member may be expelled by a vote by the entire Board of Officers and his membership thereby terminated for being guilty of conduct actually and substantially found to injure the good name of the Society or the Sponsor.
- D. A prospective member may be rejected by a vote by the entire Board of Officers for being guilty of conduct actually and substantially found that would injure the good name of the Society or the Sponsor.
- E. No compensation shall be given to any member other than reimbursement for approved out-of-pocket expenses in connection with Society related activities.

ARTICLE III MEETINGS OF MEMBERS

The Society shall designate the May meeting for the purpose of election of officers; the consideration of new reports to be reviewed and the transaction of such other business as may properly come before the Society.

A. Regular Meetings

1. There should be at least twelve (12) regular monthly meetings of the Society each calendar year; the timing is the first Thursday of the month beginning at 8:30 PM. Notice shall be given to the membership through various methods (Parish Bulletin, email, other functions, etc.).
2. Any regular meeting may be changed by a simple majority vote of the membership present and voting at any regular meeting. The Board of Officers may change the date and/or time of any meeting; notice of such change to be given to all members at least seven (7) days prior to said meeting.

B. Special Meetings

Special meetings of the Society may be called by the President, the Board of Officers, or in writing by a quorum of the voting members of the Society, provided written notice specifying the time, place, date and the principal business of the meeting is given to the members at least seven (7) days prior to said meeting. At any such special meeting, no business shall come before the meeting other than that specified in the notice delivered to the members.

C. Voting Rights

Each member shall be entitled to one vote on each and every matter so considered by the Society.

D. Proxy

At any meeting of the Society, any member shall have the right to vote by individual proxy on a specified issue. A member may appoint another member as proxy by an appropriate written designation. Any such individual proxy shall be valid only for that single meeting for which it shall have been given. A member shall file the individual proxy with the Secretary before such meeting shall have been called to order.

E. Quorum

One-half of the average number of members present in person at the previous (12) regular meetings shall constitute a quorum for the transaction of business at any regular or special meeting. A simple majority of the quorum is necessary for the passage of any vote. If a quorum is not present or represented by proxy, and there is business requiring a vote, said business shall be postponed or suspended until such time as there is a quorum to vote on said business.

ARTICLE IV COMMITTEES

A. Standing Committees

Each standing committee shall have a chairperson and members. Each chairperson shall serve for a period of one (1) year or the completion of the term; said term to begin June 1st, immediately following date of election or until their successor is selected. The committees and their duties are as follows:

- By-Law Committee - Shall consist of the Board of Officers; the President shall be the chairperson. This committee shall, when and if deemed necessary, prepare and present amendments to the Constitution and By-Laws of the Society to the membership for approval.
- Audit Committee - The President shall appoint any such number of persons he deems necessary who shall have the authority to review and audit the monthly and annual report of the treasurer. There shall be an annual audit of the previous (12) months of activity, completed in June.

B. Special Committees

The President may appoint chairs of special committees as may be deemed necessary to meet the needs of the Society.

C. Records

All committees shall make reports (written if requested) of its activities to the Board of Officers.

ARTICLE V OFFICERS

A. Elected Officers

- The Board of Officers shall be members in good standing, as determined by the Sponsor, are elected in the May meeting and shall consist of the President, President Elect, Secretary and Treasurer. The term of office of all elected officers shall be one (1) year, said term to begin June 1st immediately following date of election.

B. Office Tenure

- An officer may serve no more than two (2) consecutive terms in the same office. Appointment to a non-expired term shall not be considered a term in the same office.

C. Duties of Officers

- President - Shall preside at all meetings of the Society plus the Board of Officers and perform such duties as ordinarily pertain to this office.
- President Elect - Shall preside in the absence of the President to act as coordinator of the committees of the Society, and perform other duties as ordinarily pertain to this office.
- Secretary - Shall record the proceedings of all meetings of the Society; preserve in a permanent file all records and letters of value of the Society and its officers; and maintain a record of applicable correspondence of the Society.
- Treasurer - Shall collect all monies of the Society and make disbursements by check, signed only by the Treasurer or President ; keep an account of all receipts and disbursements; submit a financial report at each regular meeting; prepare a monthly activity report that is delivered to the Pastor or Business Manager of the Sponsor; and deposit the funds in such bank as the Board of Officers may direct.

D. Records

All Secretary and Treasurer reports shall be kept on Church property, in a location designated by the Board of Officers. Officers shall, by June 1st, transfer to their successor or the incoming President all their files and records of their respective office.

E. Elections

- Designated by the President, an election committee shall assemble to prepare and count ballots.
- Election to any office or position at the May Meeting shall be by secret ballot. The nominee with the greatest number of votes cast in his favor shall be deemed elected to that office or position for which he was a candidate.

- In the event of a tie vote between nominees, a revote shall be taken between such tied nominees, and the nominee receiving the greatest number of votes cast in his favor shall be deemed elected to that office or position for which he was a candidate. The President shall be permitted to vote only in the event of a tie revote.
- If there is only one (1) candidate for any elected office or position, the election may be made by voice vote.

ARTICLE VI INSPECTION OF BOOKS AND RECORDS

Any member may inspect and examine any books or records of the Society for any reasonable and proper purpose as determined by the President and during a regular meeting of the Society.

ARTICLE VII FISCAL YEAR

The fiscal year of the Society shall be June 1st through May 31st

ARTICLE VIII PARLIAMENTARY AUTHORITY

Roberts Rules of Order, newly Revised, shall be the parliamentary authority where applicable and where there is no conflict between said rules and Constitution and By-Laws of the Society.

ARTICLE IX AMENDMENT TO BY-LAWS

These By-Laws may be amended at any regular meeting of this Society by a simple majority vote of the members present and voting, provided written notice of the proposed amendment(s) has been given to the members at least seven (7) days prior to the meeting.

ARTICLE X DISSOLUTION OF SOCIETY

In the event of dissolution of the Society, by a majority vote of the remaining members of the Society, notice having been given to members of the Society at least fifteen (15) days prior to the meeting, all property and assets shall be distributed to St. Joseph Parish, Crescent Springs, Kentucky. In no event shall any of such property and assets be distributed to any member or private individual.

