



*Saint Peter
the Apostle*

MENS CLUB

CONSTITUTION AND BY LAWS

APRIL 15, 2009

NOTE: All previous men's club by-laws from the former parishes that make up St Peter the Apostle parish are null and void and replaced with the following by-laws.

ARTICLE I – Name and Mission Statement

Section 1: The name of this organization shall be SAINT PETER THE APOSTLE MENS CLUB.

Section 2: Mission Statement

The St. Peter the Apostle Men's Club strives to enhance the parish as a more vibrant Catholic Christian Community. It does this by challenging the men's club members to a deeper relationship with God and by social and service activities that support the entire parish.

ARTICLE II - Purpose

The purpose of this organization shall be:

Section 1: To develop and foster a close relationship between the men of the parish, to enrich their lives and enrich their relationship with the parish.

Section 2: To develop and carry out a planned program of religious activities for the fulfillment of the members and betterment of the parish.

Section 3: To promote the spiritual well-being of all members through fellowship, service to the parish, service to our community and other religious activities which better the parish and our community.

Section 4: In pursuing this purpose, the Saint Peter the Apostle Men's Club shall at all times act as, and shall be, a part of Saint Peter the Apostle Parish, organized under its auspices and subject to the Parish Pastor.

ARTICLE III - Membership

Section 1: Any male twenty-one (21) years of age or older who is a registered member of Saint Peter the Apostle parish shall be eligible for membership.

ARTICLE IV - Dues

Section 1: All members shall pay annual dues as determined by the Executive Board and voted on by the membership. Approved changes in dues shall become effective at the first regular meeting in July.

Section 2: Annual dues shall be paid by the first meeting in July of each year. The Treasure will then turn over to the Vice President a record of all members' dues paid.

Section 3: New member's dues will be prorated based on the number of months remaining until the July meeting

ARTICLE V – Officers and Governance

Section 1: The Officers of the Men's Club shall be:
President, Vice-President, Secretary and Treasurer

Section 2: The Officers shall constitute the Executive Board.

a. The Pastor and Associate Pastor shall be Ex-Officio members of the Executive Board.

b. No member of the Executive Board shall, under any circumstances, have more than one vote per person.

Section 3: In the event that the elected president cannot fulfill his term of office, the elected vice-president will become president for the remainder of the term of office. Vacancies in any elected office, other than the president, will be filled by appointment by the president, subject to majority approval of members present at the following regular meeting. If the executive board determines that an elected officer is not fulfilling the duties of his office they may recommend to the membership that the officer be recalled. Such recall will be ratified by a simple majority of the membership at the same business meeting when the recall is recommended. The executive committee shall also be responsible for recommending a replacement for the recalled officer. Such replacement must be approved by a majority of the members present at that same meeting

Section 4: In the absence of the President at any meeting, the other Officers shall preside in the following sequence: Vice-President, Secretary and Treasurer

Section 5: The Parish Pastor shall have the right to veto any decisions of the Men's Club. The Parish Pastor shall have the authority to dissolve the Men's Club.

ARTICLE VI – Duties of Officers

Section 1: The President shall preside at all meetings and shall act as Chairman of the Executive Board. He shall appoint Chairmen of all Committees and the Tellers of the elections, with the approval of the Board. He shall be Ex-Officio member of all committees and shall perform all other duties incident to the Office of President. Presidents serve one year terms.

Section 2: The Vice President shall perform all the duties of the president in his absence. He shall prepare an active roster of paid-up members within sixty days of taking office and shall maintain the membership roster during his term of office. He

shall provide a listing of member's names and phone numbers to the Telephone Committee. He shall, in the event of a committee chairman vacancy, act as chairman of that committee, as directed by the Executive Board, until such time as a chairman is appointed, unless the board finds it no longer feasible to continue that committee function or event. Vice Presidents serve one year terms.

Section 3: The Secretary shall maintain a written record of all regular meetings and such record shall be available for reference during each meeting of the Club. These Minutes will be attested to by the President and Secretary upon approval. The Secretary shall also be responsible for Club acknowledgement of sick members, death of a member or member family deaths with appropriate cards, flowers or spiritual Masses. Secretaries serve a one year term.

Section 4: The Treasurer shall be the custodian of the funds and property of the men's club. He shall keep an accurate record of all funds received and disbursed by him. He shall obtain approval of a majority of the executive board before submitting bills to the parish office for payment. See article XV of the by-laws. He must make a full report of all financial operations at each monthly meeting. Treasurers serve a one year term.

ARTICLE VII - Committees

Section 1: There shall be Committees, convened from time to time, which shall be used to perform business on behalf of the Men's Club.

Section 2: Standing Committee chairmen of the organization shall be appointed by the President and may be removed at his direction. They will serve a term concurrent with the officers of the Club.

Section 3: The Spiritual Committee shall be responsible for spiritual activities and the spiritual welfare of the club membership.

Section 4: The Publicity Committee shall be responsible for publicizing activities of the men's club in the local news media, the official newspaper of the Archdiocese of Louisville and the Sunday church bulletin. Copies of articles, photos, etc. will be maintained by the chairman for future reference.

Section 5: The Telephone Committee will divide the membership roster into groups and a designated member in each group will attempt to contact each member in their group in the event of any emergency cancellation of a meeting; or in the event of the death of a member.

Section 6: The Constitution and By-Laws Committee shall evaluate all proposed amendments, changes and additions to the Constitution and By-Laws and report to

the membership on their propriety and format before they are submitted to the membership for adoption. The Chairman of this committee shall preside as parliamentarian at all regular business and special business meetings of the men's club.

Section 7: Projects Committee shall receive all projects submitted to the men's club. The chairman of this committee will present all new projects to the membership at the next regular meeting. The membership will vote with a show of hands whether to accept or reject each new project. If accepted the Projects Committee will then coordinate each new project. The Projects Committee Chairman will give updates on all projects at each regular monthly meeting. If a project is submitted that needs to be completed before the next men's club meeting, then the Projects Committee will vote on whether to approve or disapprove the project. If approved the Projects Committee coordinate the project.

Section 8: The Refreshments Committee works with the members to determine refreshment needs for the regular monthly meetings.

ARTICLE VIII- Meetings

Section 1: The Men's Club shall conduct regular monthly meetings. A meeting date and time will be suggested by the Executive Board and voted on by the membership. In the event of snow, or inclement weather and Catholic schools are closed, then the men's club will automatically cancel the meeting for that night.

Section 2: Special meetings or changes in regular meetings dates or times may be called by the President; however, notice of such special meetings must appear in the church bulletin on at least one occasion prior to the meeting.

Section 3: The Executive Board shall meet at least once each quarter, at a time and place to be determined by the Chairman, and shall have general supervision over the affairs of the organization.

Section 4: One quarter of the registered members of the club, or more, present shall constitute a quorum for the transaction of business at any meeting.

Section 5: Newly elected Officers shall take office at the July meeting at the conclusion of old business by the outgoing Board.

Section 6: All officers and Chairmen of Committees upon completion of or resignation from office shall deliver to the incoming President all monies, accounts, record books, reports and other properties of the Club.

ARTICLE IX – Nominations and Elections

Section 1: Each year at the April meeting the President shall appoint a Nominating Committee consisting of three (3) members.

Section 2: The Nominating Committee shall prepare a slate of at least one (1) candidate for the offices of President, Vice-President, Secretary and Treasurer.

Section 3: Candidates for office must be members of the men's club in good standing. A member in good standing will be a registered member of the parish and his dues shall be current.

Section 4: The current President, Vice-President, Secretary and Treasurer may not exceed two consecutive terms in the same office. However, he may be considered as a nominee for a different office.

Section 5: Nominations from the floor for each office shall be in order at the May meeting.

Section 6: Officers shall be elected for a one (1) year term of office by secret ballot at the June meeting.

Section 7: The individual with the most votes will be elected.

Section 8: Only members in good standing will be eligible to vote.

Section 9: Voting by proxy shall not be allowed unless authorized by the board in advance

ARTICLE X - Order of Business

Section 1: The Order of Business at all regular meetings shall be:

Section 2: Call to Order.

Section 3: Opening Prayer.

Section 4: Reading of Minutes by the Secretary.

Section 5: Report of the Treasurer.

Section 6: Report of the Executive Board.

Section 7: Reports of Committees.

Section 8: Unfinished business.

Section 9: Correspondence.

Section 10: New business.

Section 11: Closing Prayer.

Section 12: Adjournment.

ARTICLE XI - Parliamentary Authority

Section 1: Parliamentary procedure in accordance with revised Roberts Rules of Order shall govern the proceedings of the club, subject to the special rules which may be adopted from time to time.

ARTICLE XII - Amendments

Section 1: This Constitution and By-Laws may be amended at a regular meeting of the Men's Club by the affirmative vote to amend by two-thirds (2/3 rds) vote of the members' present subject to the following: The formal amendment(s) must be made and read into the minutes at the two (2) regular meetings immediately preceding the meeting at which the amendment is to be voted upon. After so made, and recorded in the minutes the amendment is not to be changed, altered, added to or deleted from. An affirmative motion to place the amendment on the agenda for the next meeting must be made at the meeting immediately preceding the meeting the vote is scheduled.

Section 2: If any part of this Constitution and By-Laws is found to be in violation of or in conflict with any ruling, policy or directive of the Pastoral Council, or the Hierarchy of the Church, or if any later action by such bodies should cause violation or conflict to occur, the Men's Club shall act to remove the violation or conflict in accordance with Section I of this Article.

ARTICLE XIII- Expulsion

Section 1: Any Officer or member of this organization found in violation of the purposes of this organization or any Articles of the Constitution and By-Laws shall be expelled from membership on recommendation of the Men's Club Executive Board and majority vote of the membership at a regular meeting. A member facing expulsion will have the right to present his case to the membership before the vote is conducted.

ARTICLE XIV – Oath of Office

Section 1: The following Oath is to be administered by the pastor of St. Peter the Apostle parish to the newly elected Officers at the July meeting prior to the assumption of their duties. The associate pastor or the out-going president may give this oath in the absent of the pastor.

"I, (state name and office elected to) elected by the members of the St. Peter the Apostle Men's Club, do solemnly swear that I shall conscientiously and faithfully perform the duties of my office in the spirit of the Constitution and By-Laws of this Club; that I shall earnestly promote the good and welfare of the Club. In the keeping of this Oath, so help me God."

ARTICLE XV - Limitation on Spending by Executive Board

Section 1: All expenditures, pay-outs, disbursements, assignments or commitments from the treasury of the men's club must be approved by the President and Treasurer of the men's club. If the expenditure is more than a total of Two Hundred (\$200.00) the following must happen:

- a. A minimum of 3 members of the Executive Board must approve the expenditure.
- b. The parish Director of Ministry/Administration must approve a purchase before payment is made.

Section 2: All disbursements made under Sections 1 of this article shall be included on the agenda as "Report of the Executive Board" and reported to the members at the next regular meeting.

Section 3: Any Executive Board member or committee member shall:

- a. Submit all bills, before paying them, to the treasurer who shall obtain approval of a majority of the Executive Board before they are submitted to the parish office for payment.

ARTICLE XVI - Obtaining a Copy of the By-Laws

Section 1: A copy of the Constitution and By-Laws of this Club shall be made available to any member in good standing requesting same. The Constitution and By-Laws committee shall keep a supply of copies for new members.

Original Signed

Father Ron Domhoff
Pastor

Original Signed

Jim Marking
Acting President

Original Signed

Brad Clark
Acting Vice-President