

St. Philip Neri Parish Men's Club Constitution and Bylaws

August 2024

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ADMENDMENTS

ARTICLE I – Name

Sec. 1 The name of this organization shall be SAINT PHILIP NERI MEN’S CLUB.

ARTICLE II - Purpose

The purpose of this organization shall be:

Sec. 1 Function as a service organization to the Parish and School to assist either solely or in conjunction with other parish organizations the maintenance of the church, school, and property, and the support of parish activities

Sec. 2 “Imitate Christ in word and deed” by returning a portion of God’s gifts to us through various forms of stewardship of time, talents, and treasure.

Sec. 3 Develop and foster a feeling of community and close relationship between the men of the Parish.

ARTICLE III – Membership and Dues

Sec. 1 Any male twenty-one (21) years of age or older in good standing with the Pastor shall be eligible for membership.

Sec. 2 To be a member in good standing, his annual dues must be paid for the current year or at the time of initial membership.

Sec. 3 All members shall pay annual dues as specified by the current board to the Treasurer who will keep a record of all members’ dues paid.

Sec. 4 The Executive Board may waive any of the above requirements for membership.

ARTICLE IV – Officers

Sec. 1 The officers of this club shall be:

- President
- Vice President
- Secretary
- Treasurer
- Membership Director
- Event Coordinator
- Sponsorship Director
- Food Director
- Hospitality Director
- Historian
- Past President
- Sergeant At Arms
- Golf Tournament Coordinator

Sec. 2 The Officers shall constitute the Executive Board.

a. The Pastor shall be an Ex-Officio member.

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

Sec. 3 a. A Presidential vacancy shall be filled by the Vice-President until the next election.

b. Other vacancies shall be filled for the unexpired term by a majority vote of the membership at the next general meeting.

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

ARTICLE V – Duties of Officers

Sec. 1 The President shall preside at all meetings and shall act as the Chairman of the Executive Board. He shall be the representative for the Men's Club at other parish or school meetings or designate a representative in his absence. He shall be Ex-Officio member of all committees and shall perform all other duties incident to the office of President. He shall preside, with the Past President, over the vote count at all Executive and General Meetings and certify the results. Additionally, he must have previously held a position on the Executive Board.

Sec. 2 The Vice President shall perform all the duties of the President in his absence. He shall preside as the Events Director, and act as liaison to other club and event chairpersons.

Sec. 3 The Secretary shall be responsible for general communications with the members of the club and Parish.

Sec. 4 The Treasurer shall collect and disburse all funds of the Club under direction of the Executive Board and keep books of the account. He shall be prepared to make a monthly financial report at each general meeting and submit an Annual Financial Report to the Parish Business Manager in July. He shall keep a record of all members and dues paid.

Sec. 5 The Membership Director shall maintain contact with new members to foster involvement and participation, coordinate with other Board members to organize volunteers for events or other Club projects, and assist Treasurer with member sign-in at general membership meetings.

Sec. 6 The Event Coordinator shall oversee and support event chairs and find the chairs for all Club events and coordinate volunteers for all events when needed.

Sec. 7 The Sponsorship Director shall perform all duties related to conducting the Parade of Prizes and 50/50 raffle for each general membership meeting and other men's club events.

Sect. 8 The Food Director shall perform all duties related to providing a meal for each general membership meeting and other men's club events.

Sec. 9 The Hospitality Director shall perform all duties related to providing refreshments for each general membership meeting and other men's club events.

Sec. 10 The Historian shall be responsible for the maintenance of the SPN Men's Club web site and other club communications.

Sect. 11 The Past President shall act as an advisor to the President and the Board. He shall preside, with the President, over the vote count at all Executive and General Meetings and certify the results.

Sec. 12 The Sergeant At Arms shall maintain order at all meetings, assist Treasurer with member sign-in at general meetings, and aid in the collection of member dues.

Sec. 13 The Golf Tournament Coordinator shall be the Chairman of the Golf Tournament Committee and be responsible for ensuring a successful event to include procuring sponsorships, participating teams, and leading the setup and breakdown of the tournament.

ARTICLE VI – Meetings

Sec. 1 The general meetings of the Club are normally held every month on the first Thursday of the month in the St. Philip Neri Assembly Hall. Meetings are not held during the summer months of June, July and August.

Sec. 2 Special membership meetings shall be called by the President or upon petition by a majority of members of the Executive Board. All Board members shall be notified of all meetings.

Sec. 3 The Executive Board shall meet as needed. Board meetings can be called by the President or a majority of Executive Board members. The President retains the right to open all or portions of the meeting or invite guests.

Sec. 4 The Secretary shall record the minutes of Board meetings, including the results of all votes. The minutes of the previous Board meeting shall be considered at the start of each Board meeting.

ARTICLE VII – Nominations and Elections

Sec. 1 Each year at the April general meeting, any current member of the Club may offer himself up for nomination or accept the nomination from another member for any Officer's position.

Sec. 2 The Board shall set a date subsequent to the April general meeting to hold elections.

Sec. 3 Prior to the Election meeting, the Secretary shall develop a ballot for each position with the nominations for each.

Sec. 4 At the Election meeting, the Secretary will conduct the election for each office using a ballot box for each position. The voting will be completed at the beginning of the meeting and the results will be tallied by the President and Past President.

Sec. 5 The Secretary will announce results of elections at the final meeting of the year. Sec. 6 All elected officers will begin their term on July 1.

ARTICLE VIII – Order of Business

Sec. 1 The order of Business at regular meetings shall be the following with the discretion of the President to modify as needed:

1. Opening Prayer
2. Pledge of Allegiance
3. Treasurers Report
4. Reports from all Directors
5. Report of Men's Club, School, and Parish Business
6. New Business
7. Adjournment

ARTICLE IX – Ratification

Sec. 1 The Constitution and By-Laws must be ratified at any regular meeting of the Men’s Club.

ARTICLE X – Amendments

Sec. 1 The Constitution and By-Laws may be amended at any regular meeting of the Men’s Club by the affirmative vote to amend by two-thirds (2/3) vote of the members present.

ARTICLE XI – Expulsion

Sec. 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 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.

Sec. 2 Any board member found in violation of the purposes of this organization or any Articles of the Constitution and By-Laws can be relieved of his duties on the recommendation of a majority of the board and majority vote of the general membership at a regular meeting, but still retain membership privileges.

ARTICLE XII – Finances

Sec. 1 The Men’s Club generates funds by (but not limited to) membership dues, registration fees of tournaments, fundraising activities, and private donations.

Sec. 2 The fiscal year will be defined as July thru June of the next year, to coincide with the parish and school.

Sec. 3 The Men’s Club may spend monies from the treasury of the Club by a simple majority vote of the Executive Board.

Sec. 4 Expenditures of up to \$500 can be approved by the President and one (1) other Executive Board member.

Sec. 5 Expenditures over \$500 require a majority vote of the Executive Board.

Sec. 6 All disbursements over \$500 made by the Executive Board shall be reported to all regular members at the next regular meeting.

Sec. 7 Normal operation of Men’s Club activities, such as the meal and beverages provided for the monthly general membership meeting will not be subject to the above monetary values and voting requirements.

Sec. 8 If the Men’s Club is terminated for any reason, the remaining members in good standing will vote to determine how the remaining funds in the treasury of the Club will be distributed at the final official Club regular meeting.