

**OUR LADY of the MOUNTAINS
MEN'S CLUB
BY-LAWS
05/11/2012**

Mission

Our Lady of the Mountain Men's Club is a Catholic social organization for male attendees of Our Lady of the Mountains Catholic church. The purpose is to encourage camaraderie, friendship and fellowship among members and to promote cooperation and participation in activities that benefit OLM and community.

ARTICLE 1

Activities

Activities of the club will basically revolve around the following but not limited to:

- ❑ Fund raising
- ❑ Sponsor or assist OLM church activities
- ❑ Men's Club social activities

ARTICLE 2

Membership

Section 1 Members: All Male attendees of Our Lady of the Mountains Catholic Church, 18 years and older, are automatically eligible to be members of the Men's Club. There are no initiations, fees, or dues, only attendance at a meeting to register is required.

Section 2 Membership Roster: The President or his appointee shall keep a membership roster. The membership roster will be used to notify the members of meetings, events, or other issues when needed. The membership roster shall contain names, telephone numbers and e-mail addresses (when available)

ARTICLE 3

Officers

Section 1 Officers: The officers of the club shall be elected by the membership and shall consist of President, Vice President, Secretary, and Treasurer. Officers shall not receive compensation in any form for performance of these duties.

Section 2 President: The President shall be responsible for providing leadership to the club, be the external representative of the club, promote membership to the club, conduct

club meetings, appoint and follow through with various committees, and continuously monitor and be aware of the financial status and needs of the club.

Section 3 Vice President: Shall assume other duties as may be assigned by the President. In the absence of the President, the Vice President shall assume the duties of the President and preside over all meetings.

Section 4 Secretary: The Secretary shall be responsible for keeping all club records and taking and publishing minutes of all regular and special meetings. He shall be responsible for obtaining any and all minutes of committees and incorporate their reports, in a timely manner, as components of the monthly-published minutes. In the absence of both the President and Vice President at a club meeting, the Secretary shall assume all duties of the President. In the absence of the Secretary at a meeting, the President shall appoint an attendee to take the minutes.

Section 5 Treasurer: The Treasurer is responsible for managing the financial records and bank account of the club. He shall be responsible for the receipt of monies earned from club activities and the expenditure of club monies as approved by the membership. He shall consult with the President between monthly meetings to determine if bills need to be paid. He shall submit a report of the club's financial status as approved from the last club meeting. In the absence of the President, Vice President, or Secretary, the Treasurer shall assume the duties of the President.

ARTICLE 4

Terms of office

Section 1 Terms of office: Officers shall be elected for a term of one year, and may run for re-election to succeed themselves as many times as they desire.

Section 2 Removal from office: Officers may be removed from office at any time for any reason provided at least 2/3 of all Voting Members vote to do so.

Section 3 Replacement due to Resignation or Removal: The President shall select a replacement officer for the remainder of the resigned or removed officer's term. In the event the resigned officer is the President, the Vice President will assume the duties of President for the remainder of the term.

ARTICLE 5

Committees

Section 1 Committees: There shall be two types of committees, Regular and Standing.

Section 2 Regular Committee: Regular committees shall be appointed from time to time as needed to handle transient events. The President is responsible for appointing the Chairman. The Chairman shall agree to serve by the rules and may select additional members as needed. This form of committee will be dissolved after the event has been completed.

Section 3 Standing Committee: Standing committees shall exist on a continuous basis even though membership of said committee can change. These committees will be established and the Chairman selected by the President. The Chairman shall agree to serve by the rules and select members to serve regularly.

Section 4 Committee Chairman Rules:

- ❑ The Chairman of either the “Regular or Standing Committee” is responsible for quickly organizing the committee as a functioning team.
- ❑ The Regular Committee Chairman is responsible for submitting a report to the membership for a vote of approval on the committees proposed action and budget. Any monies needing prior approval to the event shall be authorized by the membership at that time.
- ❑ After the event has been completed, a finalized Committee Report is to be submitted to the membership. After final approval of the report, authorization of payment of expenditures, and submission of any earned monies (if not already done so) to the Treasurer shall be enacted. The Committee will then be dissolved.
- ❑ The “Standing Committee” Chairman shall submit a report to the membership for discussion and or vote of proposed changes only as they develop.

Section 5 Nominating Committee: At the business meeting in September of each year, the President must appoint a Nominating Committee for the purpose of providing a slate of officers for the upcoming election in November. The new officers shall take office on January 1

ARTICLE 6

Meetings

Section 1 Monthly Meeting: The regular monthly meetings are held on the second Thursday of the month in the Church social hall. The meetings start with a social at 6.00 pm followed by the business meeting at 7:00 pm. Meeting time, date, and location may be changed at the discretion of the President.

Section 2 Quorum: There shall be no quorum requirements at the meeting.

Section 3 Special Meetings: Special meetings may be held from time to time and at any time provided all Voting Members have been notified at least one week in advance.

ARTICLE 7

Voting

Section 1 Voting Member: Any member present at a meeting shall be considered a Voting Member.

Section 2 voting: Each Voting Member shall be eligible to cast one vote. All matters voted upon shall require a majority vote of those “Voting Members” present as well as those represented by proxy.

Section 3 Election of Officers: At the November business meeting the membership shall hold an election of new officers for the upcoming year. The Nominating Committee shall present the names of those members who have agreed to serve for these positions. Any member who wishes to have his name entered on the election ballot may have someone nominate him.

Section 4 Proxy: A member may permit another member to vote his proxy provided this permission is furnished in writing or e-mail, and presented at the time of the vote.

ARTICLE 8

Finances

Section 1 Finances: The President can authorize the spending of treasury funds for any amount up to \$200.00 without prior approval of the membership. This is authorized with the understanding that special situations developed that required immediate resolution and membership approval would not have been timely. Such expenditure shall be reported in the regular Treasurer’s monthly report to the membership. The Treasurer will control finances as spelled out in Article 3, Section 5, Treasurer.

ARTICLE 9

Amendments

Section 1 Amendments: The By-Laws may be amended at any regular meeting by majority vote of members present. Members can request the vote to be delayed to the next meeting if time is needed to study changes.