

NATIVITY MEN'S CLUB

Lannan Parish Center
1900 Wellesley Avenue
Saint Paul, Minnesota 55105-1617

NATIVITY MEN'S CLUB

BY-LAWS

ARTICLE I NAME

1. The name of this organization shall be Nativity Men's Club.

ARTICLE II OBJECTIVES

1. To advance the fellowship and camaraderie of the men of the Church of the Nativity of Our Lord. To promote and support programs for the youth at the Church of the Nativity of Our Lord and Nativity School.
2. To support the Church of the Nativity of Our Lord and Nativity School through fundraisers, volunteers, and grants.
3. Our official motto shall be "Pro liberis."

ARTICLE III OFFICERS AND THEIR ELECTION

1. The officers of this organization shall be a President, Vice-President, Secretary, and Treasurer.
2. A Nominating Committee, appointed by the Executive Committee, shall meet at the direction of the President toward the end of the year and shall be charged with selecting officers.
3. Election of the Board shall be held at a meeting subsequent to nomination. New Officers will assume office as of July 1.
4. Tenure of office shall be one year. The Vice-President shall serve as Vice-President for one year and automatically become President the next year, for one year. After serving as Vice-President and President, the member may not be re-elected to either position.

The Secretary and Treasurer may be re-elected. All officers shall hold office until June 30 of the next calendar year.

ARTICLE IV DUTIES OF OFFICERS

1. The President shall preside at all meetings of the organization, Executive Committee, or Board; shall be an ex-officio member of all committees; shall appoint special committees if needed; and shall perform all other duties usually pertaining to the office.
2. The Vice-President shall act as an aide to the President; shall perform the duties of the President in the absence of that officer; and shall have as a primary duty providing refreshments at all Board meetings. He may also serve as a committee chairman. In case of resignation or death of the President, the Vice President automatically becomes the President.
3. The Secretary shall keep a permanent record of all meetings of the organization, the Executive Committees, and the Board; shall keep an up-to-date list of members, together with their addresses and telephone numbers; and shall perform other duties as may be delegated to him. The Secretary shall keep a writing instrument on his person at all times.
4. The Treasurer shall receive all monies of the organization; shall keep an accurate record of all receipts and disbursements; shall expend no money without the consent of the President, provided, however, that expenditures in excess of \$100.00 shall require prior approval of the Men's Club Board. The Treasurer shall deposit all monies in a bank approved by the Executive Committee and shall make a full annual report. The Treasurer's books shall be audited annually by an auditor or auditing committee appointed by the President. The Treasurer shall check the mail and shall perform other duties as may be delegated to him.
5. All officers, upon retiring from office, shall deliver to their successors all monies, accounts, papers, or other property belonging to the organization and shall extend any assistance to the incoming officers and chairman as needed.

ARTICLE V THE EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the elected officers, the immediate Past President, and a delegate from the Nativity Rectory and shall have the power to act in emergencies.
2. Vacancies in the Board and offices may be filled by the Executive Committee.

ARTICLE VI
MEN'S CLUB BOARD

1. There shall be a Men's Club Board, which shall consist of the officers, a delegate from the Nativity Rectory, and no fewer than six men selected from the full Men's Club membership and approved by the Men's Club Board.
2. The Board member shall be appointed for a term of two years.

ARTICLE VII
MEETINGS

1. The Men's Club Board shall meet jointly on the second Thursday of every month, September through June.
2. A regular meeting of the Executive Committee may be held semi-annually.
3. Annual financial reports shall be received on June 30, and new officers shall assume office July 1.
4. A special meeting may be called by the President or Vice-President if necessary.
5. Four members present at a meeting of the Executive Committee shall constitute a quorum. Two-thirds of the board members present at a meeting of the Men's Club shall constitute a quorum.
6. Attendance by all Board members at scheduled meetings is presumed. Notification of absence for good cause shall be made to the President or Vice-President prior to a scheduled meeting. All project information shall be given to the Project Co-Chairman, President, or Vice-President in lieu of attendance. Should attendance at Board meetings become conflicting, notification shall be given to the President or Vice-President, and proper election procedures as outlined in Articles III, V, and VI shall prevail.

ARTICLE VIII
FISCAL YEAR

1. The fiscal year shall be July 1 to June 30.

ARTICLE IX
RESIGNATION AND REMOVAL.

1. Any Officer or Board member may resign at any time by sending a written notice of the resignation to the President or Vice-President. Unless otherwise specified therein, the resignation shall take effect upon receipt thereof by the President or Vice-President.

2. Any Board member may be removed either with or without cause at any time by the majority of all votes cast at any regular meeting of the Board, or at any special meeting of the Board called for that purpose.
3. Any Officer, after an opportunity for being heard, may be removed for cause by a majority vote of the Executive Committee, at any regular meeting or at any special meeting called for that purpose.

ARTICLE X
RULE OF PROCEDURES

1. All meetings of the Men’s Club Board, the Executive Committee, or the Nominating Committee shall be conducted in accordance with Robert’s Rules of Order, Revised, as amended by these Bylaws.

ARTICLE XI
MEMBERSHIP

1. All Men who are members of the Church of the Nativity of Our Lord are members of the Nativity Men’s Club.
2. Annual membership contributions will be solicited in such amount as determined by the Board, or in the absence of action by the Board by the Executive Committee.

ARTICLE XII
AMENDMENTS

1. After discussion with the Men’s Club Board these By-Laws may be amended at a special meeting of the Executive Committee by a two-thirds vote of the members present at said meeting. The proposed amendment shall be submitted in writing to the members of the Executive Committee five days prior to said special meeting.

Dated: _____

Nativity Men’s Club President
Michael Skillrud

Nativity Men’s Club Vice-President
Jay Amundson

Nativity Men's Club Secretary
Robert Welle

Nativity Men's Club Treasurer
Tim Nelson

Nativity Men's Club Rectory Delegate
Rev. John Kelley

Nativity Men's Club Immediate Past President
John Buckley

Revised June 13, 2002
previous revisions April 12, 1991