

May 2, 2016

By-Laws of St. Charles Ladies Society

Section 1.

The regular meetings of the society shall be held on the first Monday of each month, except January and July, starting promptly at 6:30 p.m. and shall adjourn by 7:30 p.m..

Section 2.

The order of business shall be as follows:

1. Call meeting to order
2. Opening prayer
3. Welcome to members and guests
4. Minutes of the previous meeting and report on any correspondence
5. Treasurer's report
6. Reports of committees
7. Unfinished business
8. New business
9. Adjournment with prayer

Section 3.

Program and/or social hour may follow meeting.

Constitution of St. Charles Ladies Society

Article I- Name

This organization shall be known as the St. Charles Ladies Society

Article II-Purpose

It was organized as a ladies society, their duties being the care of altar and vestments, and they work for the welfare of the parish at all times. Also, we will have money making projects each year. The money made is to be used for the purpose of bettering the parish under the guidance of the Parish Life Coordinator and with the majority vote of the society.

Article III- Membership

All women of the parish shall be considered members of the society whether active or auxiliary members.

Article IV-Officers

The officers shall be president, vice-president, recording secretary and treasurer.

Article V-Amendments

This constitution may be amended at any regular meeting provided notice thereof shall have been given at previous business meeting and adopted by two-thirds vote of those attending the meeting.

Article VI- Standing Committees

- Cheer/Sympathy/Get well
- Representative to parish council

Article VII- Nominations

Nominations will be made at the October meeting annually for Vice-president, Secretary and Treasurer, with Vice-president moving up to President.

Article VIII-Elections

Election of officers shall take place annually by ballot at the regular meeting in the month of November and include the announcement of new officers. These officers will take over their positions at the next regular meeting.

Article IX-Duties of Officers

The President shall preside at all meetings and she shall perform such duties as arise upon her office, as stated in section 2 of the by-laws. The Vice-President shall, in the absence of the President, assume the duties of the President, assist the President when necessary, and advance to the office of President the following year. The Recording Secretary shall record and read the minutes of the meetings. The Treasurer shall obtain the finance report from the parish business manager and report on it.