

**ST. PETER THE APOSTLE CATHOLIC SCHOOL
MEN'S CLUB
BY-LAWS
May 12, 2011 - Revised**

ARTICLE 1 – Name

The name of the organization shall be “**St. Peter the Apostle Catholic School Men’s Club**”
(**SPS Men’s Club**)

ARTICLE 2 – Purpose

The purpose of this organization shall be:

1. To aid in the development and growth of St. Peter the Apostle Catholic School (SPS)
 - A. Coordination, Support, and Planning of “Weekend Warrior”
 - B. Support Major fundraising Events
 - C. Promotion and support for the athletic, academic and technology infrastructure advancement of SPS
2. To develop fellowship as a way of life.
3. To promote an active interest in SPS through social activities, fundraising and civic affairs.

ARTICLE 3 – Membership

The membership of this club shall consist of adult men of good character whom have interest in St. Peter the Apostle Catholic School. Only members in good standing and that have children attending SPS in the current school year shall have authority to vote.

ARTICLE 4 – Dues

Dues will be twenty-five (\$25.00) dollars per year, and will be collected at the time of school registration or upon attendance at the member’s first attended meeting.

ARTICLE 5 – Parliamentary Authority

Robert’s Rules of Order, Newly Revised, will be the Parliamentary Authority in all matters not specified in the by-laws of this organization.

ARTICLE 6 – Meetings and Quorums

1. General meetings of the organization will be held every 6 weeks in the school library or other designated facility, at a given date and time set by the Executive Committee. The date and time of the monthly meetings will be announced to the general membership by way of the approved schedule, Wednesday folder and email.
2. Executive Committee meetings will be conducted before or after a general meeting and/or in an Executive Session called at a set time and place decided upon by the Executive Committee.
3. Special meetings of the membership may be called at any time by order of the Executive Committee.
4. Fifty percent (50%) of the voting membership will constitute a quorum at general and special membership meetings.
5. Three (3) members of the Executive Committee will constitute a quorum at all general and special Executive Committee meeting.

ARTICLE 7 – Executive Committee

1. The officers of this organization will be:
 - A. President (elected position)
 - B. Vice President (elected position)
 - C. Secretary (elected position)
 - D. Treasurer (elected position)
2. Eligibility to hold an elected office is subject to the following restrictions:
 - A. Elected officers must have a child(children) attending SPS during the term of office;
 - B. Term and Term Limits: The term of any elected officer of SPS Men's Club will be from July 1 to June 30 of the following year. Elected officers will serve no more than three (3) consecutive terms. Officers may hold different offices during the three (3) consecutive terms, provided that their aggregate service in any one office does not exceed a two (2) year term limit. An elected officer may, after sitting out for one (1) term, run again for another office, and again be subject to a three (3) year term limit.
3. Duties of the Officers:
 - A. **President:** He will preside over all meetings, will be an ex-officio member of all committees, and will appoint chairpersons of all committees. He will preside over all membership issues including elections, eligibility and discipline. He will also perform all other duties incumbent upon this office.

- B. **Vice President - Service Projects:** He will assume the responsibilities of the President in cases of temporary absence, resignation or death. In the case of permanent replacement, the Vice President will preside as the President for the remainder of the current term of the President. He will organize the various committees and event coordinators primarily involved in service projects for the school, or local community. He will also perform all other duties incumbent upon this office.
 - C. **Secretary:** He will be the primary record custodian of the organization. He will record the minutes of all meetings, report on all correspondence, hold in trust and keep in good order the files of the organization, and other duties as outlined in Robert's Rules of Order. He will maintain a meeting attendance ledger.
 - D. **Treasurer:** He will receive all monies of the organization and keep accurate records of all income and expenses. He will maintain the SPS Men's Club bank account and will prepare a monthly financial report for each monthly general meeting. He will disburse funds upon the directives of the Executive Committee. He will also serve as Parliamentarian for all general and executive meetings to assure that all are conducted according to Robert's Rules of Order and is the chair person of the nominating committee.
4. All officers will keep a permanent record of their work and will deliver it to their successor within thirty (30) days after the end of their term in office.
 5. Resignation of any officer will be in writing.
 6. Any vacancy in the office of President, Vice President, Secretary, or Treasurer Elect will be filled through a majority vote of the membership at a general meeting.
 7. All elected officers should make their best effort to attend every meeting. Any officer who misses more than majority of meetings of the general membership meetings can be subject for removal from office by a majority vote of the Executive Committee.
 8. There will be an Executive Committee consisting of the duly elected officers.
 9. The governing body of the organization will be the elected members of the Executive Committee. It will be the duty of the Executive Committee to plan a general agenda of activities to present to the general membership to further the purposes of the organization.
 10. The Executive Committee will appoint an Event Chairperson for each planned activity approved by the general membership. The Event Chairperson is responsible to plan and direct the event.
 11. Meetings of the Executive Committee may be held at any time at the discretion of the President.

ARTICLE 8 – Nominating Committee

1. No later than March 1 of calendar year, the Executive Committee shall appoint a **“Nominating Committee”** consisting of the Parliamentarian (current Treasurer) and at least four (4) members in good standing.
2. By the April general meeting the Nominating Committee shall present a report to the Executive Committee the nominations for the four (4) members for President, Vice President, Secretary and Treasurer.
3. Immediately upon receipt of the report from the Nominating Committee, the President shall give public notice of the names of the nominees in the next general meeting and by email.
4. In addition to the nominations made by the Nominating Committee, candidates for the Executive Committee may be nominated by a petition signed by at least five (5) members. Any such petition shall be presented to the Nominating Committee within ten (10) days after the names of the candidates submitted by the Nominating Committee have been publicized.
5. Immediately upon receipt of the report of the Nominating Committee, and any nominations made by petition, the President shall cause a ballot to be prepared. Such ballot will list the names of all of the nominees. Such ballot shall be sent out via email to the members at least ten (10) days prior to the general meeting in May (last meeting of year).

ARTICLE 9 – Elections

1. At the April general meeting, nominations will be accepted for the coming year for all Executive Committee offices.
2. At the general meeting held in May, a list of the nominees will be reviewed by the general membership.
3. At the May general meeting, a written ballot will be cast for each office.
4. Officers will be elected by a majority vote of members present and who are eligible to vote at the May general membership meeting. Qualifying members may vote absentee in the school office three (3) days before the May meeting. At the close of the election, which shall be by motion of the majority of the members present at the general meeting, the Nominating Committee shall announce the new officers.

ARTICLE 10 – Financial Controls

1. The funds of this organization will be deposited in an insured financial institution in the name of SPS Men's Club. All checks are issued by the principal of the school.
2. All expenditures of \$100 or less must be approved by the Treasurer and one of the following officers: President, Vice President or Secretary.
3. All expenditures of over \$100 but less than \$250 must be approved by the Executive Committee.
4. All expenditures of \$250 or more must be approved by a majority vote of the general membership in attendance.
5. All expenditures will be made by check.
6. Give to SPS Tuition Assistance, 20% of all net bingo business revenues.

ARTICLE 11 – Amendments

The by-laws of the SPS Men's Club may be amended only through the following procedures:

1. A motion may be made and seconded at a general membership meeting.
2. The proposed amendment should be published to the general membership.
3. The amendment will be accepted by a 2/3 majority vote at the next meeting following publication.

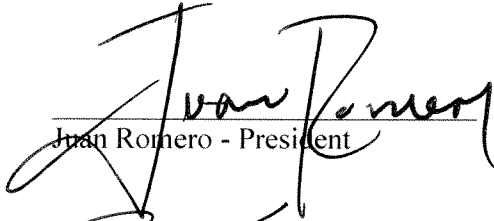
Unless otherwise indicated, the amendment will become effective immediately upon adoption by the membership. These by-laws will be reviewed annually by the elected officers of the organization.

ARTICLE 12 – Propriety

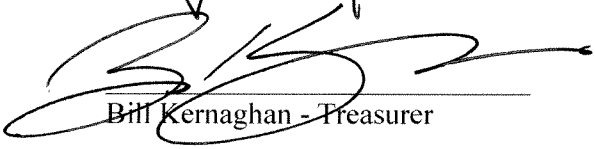
All members of the SPS Men's Club will act with appropriate dignity and respect for the SPS Community when planning a function, attending to SPS Men's Club business, attending SPS Men's Club functions, or acting as a representative of SPS Men's Club. Behavior unbecoming to the SPS community will result in disciplinary action by the Executive Committee of the SPS Men's Club.

ARTICLE 13 – Charter Year

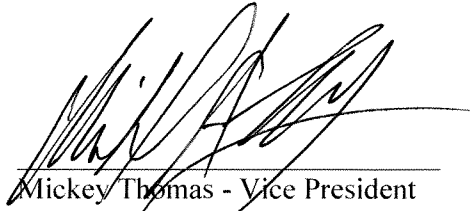
The Executive Committee members for the Charter Year were nominated by the general membership attending the meeting on September 28, 2006, and the by-laws shall be voted on and approved by a 2/3 majority vote of the general membership attending the meeting on October 19, 2006. Charter Years officers were: Danny Martinez, President; Fernando Molinar, Vice-President; Juan Romero, Treasurer; Steve Mitchell, Secretary.



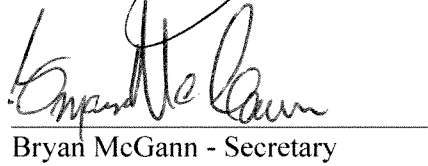
Juan Romero - President



Bill Kernaghan - Treasurer



Mickey Thomas - Vice President



Bryan McGann - Secretary