

ST. JOHN SCHOOL FATHERS CLUB CONSTITUTION AND BY-LAWS

NAME

The name of this organization is the St. John School Fathers Club.

MISSION STATEMENT

The mission of the St. John School Fathers Club's is to promote camaraderie through athletic, social, scholastic, philanthropic, and spiritual activities, and service to St John Elementary School.

INTRODUCTION, PURPOSE AND DEFINITION OF CONSTITUTION AND BY-LAWS

The St. John School Fathers Club (hereinafter referred to as "the Fathers Club) hereby adopts this Constitution and its related By-Laws, which together fully establishes the St. John School Fathers Club to fulfill its purpose as stated in its Mission Statement.

ARTICLE I: MEMBERSHIP AND DUES

- 1.1 Membership is open to all fathers, and all adults who have a father, who are in good standing in the school. All are welcome.
- 1.2 To be a member in good standing, annual dues must be paid for the current year or at the time of initial membership.
- 1.3 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.
- 1.4 The Board may waive any of the above requirements for membership.

ARTICLE II: OFFICERS

- 2.1 The officers of the club shall be:
 - President
 - Vice-President
 - Secretary
 - Treasurer
- 2.2 The Officers shall constitute the Board
- 2.3 No member of the Board shall, under any circumstances, have more than one vote per person.

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- 2.4 An elected officer shall serve in the elected position for a 2 year term. An elected officer can continue in any position for additional terms except for the President, which has a 2 year consecutive term limit.
- 2.5 A Presidential vacancy shall be filled by the Vice-President until the next election.
- 2.6 Other vacancies shall be filled for the unexpired term by a majority vote of the membership at the next general meeting.
- 2.7 In the absence of the President at any meeting, the other Officers shall preside in the following sequence: Vice-President; Secretary; Treasurer.

ARTICLE III: DUTIES OF OFFICERS

- 3.1 The President shall preside at all meetings and shall act as the Chairman of the Board. He shall be the representative for the Fathers Club at school meetings, or on the school Advisory Board, or he may designate a representative in his absence. He shall preside over the vote count at all Executive and General Meetings and certify the results.
- 3.2 The Vice-President shall perform all the duties of the President in his absence. He shall act as liaison to other club and event chairpersons.
- 3.3 The Secretary shall take meeting minutes including attendance, maintain a permanent record of the minutes, and duly pass a copy of such minutes to the President by mail or electronic means at least one week prior to the next scheduled meeting.
- 3.4 The Secretary shall be responsible for general communications with the members of the club.
- 3.5 The Treasurer shall collect and disburse all funds of the Club under the direction of the 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 new incoming President in July. He shall keep a record of all members and dues paid.

ARTICLE IV: MEETINGS

- 4.1 The general meetings of the Club are normally held every month on the third Monday of the month in the school library.
- 4.2 Special membership meetings shall be called by the President or upon petition by a majority of members of the Board. All Board members shall be notified of all meetings.
- 4.3 The Board shall meet as needed. Board meetings can be called by the President or a majority of Board members. The President retains the right to open all or portions of the meeting or invite guests.
- 4.4 The Recording Secretary shall record the minutes of the Board meeting, including the results of all votes. The minutes of the previous Board meeting shall be considered at the start of each Board meeting.

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- 4.5 While individuals running for political office may attend meetings and join the club, the St. John School Fathers Club is an apolitical organization which does not endorse candidates, or allow for campaign literature and handouts to be provided to its members at the meetings; additionally, no presentations by such candidates or their supporters whether or not the candidate or supporter is a member shall be allowed. This shall not prohibit an announcement by the President of a pending election with a full listing of candidates.
- 4.6 All members present at regular monthly meetings and special meetings shall have one vote.
- 4.7 A quorum for a regular meeting requires at least 3 members, including 1 member of the Board.

ARTICLE V: NOMINATIONS AND ELECTIONS

- 5.1 All elections take place at the May meeting
- 5.2 Nominations for offices shall come from all members.
- 5.3 At the May meeting, the President shall accept nominations from any member for any Officer's position. A second nomination is required.
- 5.4 By a show of hands and by majority vote, the election is handled. The President and Secretary shall count the votes.
- 5.5 Final approval of all elected and appointed positions is subject to the approval by the Principal.
- 5.6 All elected officers will begin their term on July 1st.

ARTICLE VI: AMENDMENTS

- 6.1 The Constitution and By-Laws may be amended at any regular meeting of the Fathers Club by the affirmative vote to amend by two-thirds (2/3) vote of the members present. Any changes are subject to the approval of the Principal.

ARTICLE VII: EXPULSION

- 7.1 Any officer or member of the 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 the recommendation of the Board and majority of 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.

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- 7.2 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 vote of the general membership at a regular meeting, but still retain membership privileges.

ARTICLE VIII: FINANCES

- 8.1 The Fathers Club generates funds including (but not limited to) membership dues, registration fees of tournaments, fundraising activities and private donations.
- 8.2 The fiscal year will be defined as July through June of the next year, to coincide with the school.
- 8.3 The Fathers Club may spend monies from the treasury of the Club by a simple majority vote of the Board. Expenditures over \$500 can be denied at the discretion of the Principal.
- 8.4 Expenditures of up to \$500 can be approved by the President.
- 8.6 All disbursements over \$2,500 require the approval of the general membership by majority vote. All disbursements made by the Board shall be reported to all regular members at the next regular meeting.
- 8.7 If the Fathers Club is terminated for any reason, all funds will be turned over to the school.

Constitution and By-Laws voted on and passed by the
St. John School Fathers Club Board on _____.
Effective as of the date they were passed.