

**Men of Seton**  
St. Elizabeth Ann Seton Parish  
**Amended and Restated By-Laws**

Written April 1977

Adopted with corrections May 1977

Amended Oct 1977-May 1986-May 1987- Nov 1990-Nov 2007-Sept 2009-

Amended and Restated May 2017

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Article 1

A. Name

The name of this organization shall be "Men of Seton", located at St. Elizabeth Ann Seton Parish, 5900 Buckwheat Rd, Milford OH 45150.

B. Purpose

The Men of Seton exists as a social and service organization to foster Christian fellowship among the men of St. Elizabeth Ann Seton Parish, with the goal of being the foundation of social activities in the parish, to aid in the growth of St. Elizabeth Ann Seton Parish, and to provide service assistance and leadership for various projects deemed necessary for the continued good and growth of the parish.

C. Membership

Any parish male (18 years of age or older) is a member of the Men of Seton, provided that he shall not endeavor nor cooperate with others, to use this organization for the furtherance of his political convictions or to seek adherents in social issues not directly related to the expressed objectives of the Men of Seton. In addition any non-parish male who wishes to join the Men of Seton may do so so long as he is: (i) sponsored by a current Member in good standing (as hereinafter defined) and (ii) approved for membership by the President.

C-1. Membership of the Men of Seton shall be divided into two categories:

C-1a Members in good standing: Men who have attended three consecutive meetings or six meetings in a twelve month period. This shall be determined by checking the attendance record kept by the secretary prior to voting.

C-1b General Members: Men who attend on an infrequent basis.

C2. General members cannot hold any office on the executive board.

C3. Members in good standing may hold office on the executive board.

C4. All Members may vote on any issue brought up at a meeting.

D. Committees

All members may work on any committee as the chair or as a committee member.

E. Meetings

Meetings will be held the first Tuesday of each month starting at 7:30 pm.

E-1. Temporary meeting change may be made only by approval of the President.

E-2. Permanent change of the meeting must be approved by a quorum of membership.

E-3. Emergency meetings may be called with the approval of the President.

F. Funds

Funds collected in the name of the Men of Seton shall be classified as follows:

F-1.

Expenditures for single project spending in excess of \$2,000.00 and shall be cleared by the Parish office prior to commitment of the expenditure.

F-2. A \$1,000.00 limit on expenditures will be followed. If expenditure requires money in excess of the \$1,000.00 limit, it will be tabled and voted on at the next (2<sup>nd</sup>) scheduled meeting. Notwithstanding anything to the contrary contained in this Section F-2, the Members may bypass these restrictions for the following expenditures: (i) split of proceeds from the Seton Fish Fry amongst the ministry that have provided volunteer workers for the Fish Fry as agreed to by the Men of Seton or (ii) the designation of Marler Open proceeds to the Ed Colina Fund.

Article II

A. Executive Board – shall consist of the following Officers:

President	Treasurer
Vice President	Sergeant at Arms
Secretary	Spiritual Director

B. Duties of Executive Board

President: Shall preside at all meetings of the membership and of the executive board. If in attendance, he shall represent the men's club at all parish functions, both official

and social. He shall appoint all committees and may remove any member of a committee. He shall with help of the executive board, direct the activities of the organization and report regularly to the membership. He shall be empowered to approve expenditures (i) in the amount of \$500.00 or less or (ii) directly related to the Seton Fish Fry, without first receiving authorization of the membership in good standing.

Vice President: Shall assume all duties of the president in his absence. All committees report to the vice president prior to the executive board meeting each month. He is also responsible for maintaining, interpretation and updating the by-laws as directed by the organization.

Secretary: Shall keep an accurate record of the proceedings of all membership and executive board meetings. He shall give prior notice to all members of the time and date of all meetings called by the president. He shall see that all resolutions and motions are executed or referred to the proper source for execution. He shall keep an accurate attendance record of all meetings.

Treasurer: Shall be a position appointed by the Executive Board by a majority vote. He shall keep an accurate account of all monies belonging to the organization including receipts and expenditures. He shall deposit income as soon as possible in an account with an insured bank. He shall set his books showing in detail the amounts expended by the various activities of the organization. He shall issue checks as directed by the President and/or membership based on approval levels as noted above. He shall report at every membership meeting receipts, expenditures and the balance of funds and property belonging to the organization. He must also provide a year-end statement to all members, and a monthly statement to the parish office.

Sergeant-at-Arms: Shall be a position appointed by the Executive Board by a majority vote. Shall be responsible for all property of the organization and shall have the meeting room prepared meetings. He shall monitor the actions of the membership at meetings.

Spiritual Director: Shall be a position appointed by the Executive Board by a majority vote. Shall provide spiritual leadership and advice where necessary in seeing the objectives of the organization are carried out. He shall, when possible, lead all opening and closing prayers.

### Article III

#### A. Nomination and Election of Officers

The Treasurer, Sergeant-at-Arms and the Spiritual Director shall be positions appointed by the Executive Board. All other members of the Executive Board shall be bi-annually elected positions as per the terms of this Article III. The bi-annual

election of officers shall be conducted by a nomination – election committee. The bi-annual nomination of officers shall be presented by the committee at the regular meeting held in September and the bi-annual election shall take place in November, at the regular meeting. The President may change this bi-annual schedule if in his opinion it is for the good of the smooth functioning of the Men of Seton. Candidates for office need not be present at the meeting to accept the nomination for office. The committee shall so advise absent candidates of their nomination and shall receive their concurrence prior to the election. Nominations shall be made orally at the September meeting and the election shall be by secret written ballot at the November meeting, which shall be prepared by the elections committee as approved by the president. No officer shall serve more than two consecutive terms in the same office.

#### B. Removal of Officers

Any officer not performing his duty may be removed from office by vote of the executive board. Said member may appeal this decision at the next regularly scheduled meeting. A quorum of members present shall have the final decision making vote on the issue.

### Article IV

#### A. Vacancies in Office

In the event of a vacancy occurring in the office of the president, the vice president shall assume the duties for the balance of the term in which the vacancy occurs. In the event of a vacancy occurring in other elective offices, it shall be the responsibility of the executive board to select from the members in good standing, by majority vote, a qualified member to fill said office for the balance of the expired term. Such action shall be duly reported at the next regular meeting.

### Article V

#### A. Quorum and Voting

A quorum shall be comprised of not less than seven members in good standing of which three must be Officers, one of which shall be an elected Officer. A Quorum of the executive board shall consist of at least three executive board members. On proposals from the floor, the president will vote only to break a tie.

### Article VI

#### A. Benefits

The executive board shall be empowered without approval of the general membership, to forward in the name of the Men of Seton, a remembrance in the event of a death or hospital confinement in a family or a member of the Men of Seton.

#### Article VII

##### A. Amendments

Any member in good standing may propose additions to, subtraction from, or amendments to these by-laws at any regular meeting, by entering a motion. If properly seconded and approved by the majority of members, the said motion shall be put to a vote of the membership at the next regular meeting and must be approved by at least a quorum of members.

#### Article VIII

##### A. Parliamentary Law

The principal rules of parliamentary law we shall use are:

- A1. Justice and courtesy to all
- A2. One thing at a time
- A3. The rule of the Majority
- A4. The rights of the Minority

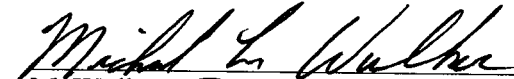
#### Article IX

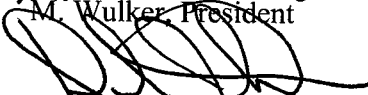
##### A. Order of business for regular monthly meetings:


- |                                 |                     |
|---------------------------------|---------------------|
| A1. Call to Order               | A7. Old Business    |
| A2. Opening Prayer              | A8. Communications  |
| A3. Reading of the Minutes      | A9. New Business    |
| A4. Introduction of new members | A10. Closing Prayer |
| A5. Treasurer's report          | A11. Adjournment    |
| A6. Report of Committees        | A12. Social         |

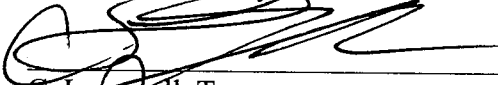
(Signatures on the next page)

After the Members of the Men of Seton having voted by a majority to adopt these Amended and Restated By-Laws, the following Officers hereby execute same as accepted this 2<sup>nd</sup> day of May, 2017:

  
\_\_\_\_\_  
M. Walker, President

  
\_\_\_\_\_  
D. Johnston, Vice-President

  
\_\_\_\_\_  
G. Gluck, Secretary

  
\_\_\_\_\_  
C. Longwell, Treasurer

  
\_\_\_\_\_  
R. Howe, Sergeant at Arms

  
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S. Brown, Spiritual Director