

**BYLAWS
OF THE CATHOLIC UNION OF TEXAS, THE KJT
STS. CYRIL & METHODIUS SOCIETY NUMBER 80
OF SEALY, TEXAS**

ARTICLE I – NAME AND PURPOSE

- Sec. 1: The name of the organization is The Catholic Union of Texas, The KJT, Sts. Cyril & Methodius Society No. 80, of Sealy, Texas, hereafter referred to in these Bylaws as the "SOCIETY".
- Sec. 2: The purposes of the SOCIETY are:
- (a) To preserve our Catholic faith.
 - (b) To unite together in a brotherly fashion.
 - (c) To support one another in a Christian way.
 - (d) To promote growth in membership and adhere to the Catholic traditions that were given to us by our forefathers.

ARTICLE II – OFFICERS

Officers of the SOCIETY are as follows:

- (a) Chaplain
- (b) President
- (c) Vice-President
- (d) Recording Secretary
- (e) Treasurer

ARTICLE III – DUTIES/RESTRICTIONS OF OFFICERS

- Sec. 1: CHAPLAIN
- (a) Opens and closes meetings with a prayer.
 - (b) Carefully supervises proceedings of the SOCIETY and that the conduct of its members are in harmony with the principles and precepts of the Church, both in creed and morals, as well as with the regulations of the diocese and the Catholic Union of Texas, The K.J.T.
- Sec. 2: PRESIDENT
- (a) Is the head of the SOCIETY and must be a practical member of the Catholic faith.
 - (b) In the absence of the Chaplain, opens and closes meetings with a prayer.
 - (c) Keeps proper and strict discipline during meetings.
 - (d) Signs documents pertaining to the SOCIETY.
 - (e) Grants the floor to members who wish to have a voice in debate or to speak.
 - (f) Shall clarify motions made by the membership, but has no right to support any motion, unless first yielding the chair to the Vice-President or designated member.
 - (g) Calls special meetings if he/she deems it necessary or is asked by five members to do so.
 - (h) Has the decisive vote in case of a tie.
 - (i) Is authorized to spend a maximum of \$100.00 for unforeseen SOCIETY expenses that are incurred between regularly scheduled meetings. Expense receipts documenting such expenses must be provided to the Treasurer.
 - (j) Shall appoint committees and chairpersons of such committees as deemed necessary and assign responsibilities to these committees and chairpersons.

**BYLAWS
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STS. CYRIL & METHODIUS SOCIETY NUMBER 80
OF SEALY, TEXAS**

Sec. 3: VICE-PRESIDENT

- (a) Assumes the duties of the President in his/her absence or when the President wishes to take part in debate.
- (b) Assists the President in keeping order and directing the affairs of the SOCIETY.
- (c) Assumes the President's office in the event of the death, resignation, or deposition of the President until the expiration of the term.

Sec. 4: RECORDING SECRETARY

- (a) Keeps accurate minutes of meetings.
- (b) Attends to all correspondence of the SOCIETY.
- (c) Maintains a roll of officers attending meetings of the society.
- (d) Presents books for inspection and exam at the request of the Audit Committee.
- (e) Submits all mandatory reports to the Home Office of the Catholic Union of Texas, The K.J.T., in a timely manner.

Sec. 5: TREASURER

- (a) Receives and takes care of the funds, receipts, and other valuable papers of the SOCIETY.
- (b) Disburses all checks that are signed by the Treasurer and President, and in no case shall pay out any money from the treasury or other fund without the approval of the SOCIETY and presentation of these checks.
- (c) Keeps the records of receipts and expenses.
- (d) Deposits all SOCIETY funds in a bank or other financial institution under the name of the SOCIETY.
- (e) Makes a report on the status of the SOCIETY's treasury at each regular meeting.
- (f) Is responsible for the investment of funds entrusted to him/her by the SOCIETY.

ARTICLE IV – COMMITTEES

Sec. 1: The President shall appoint an Audit Committee and other such committees in accordance with Article III.

Sec. 2: AUDIT COMMITTEE

- (a) Shall be appointed at the last meeting of the calendar year, or in the event of the death, resignation, or deposition of the Treasurer.
- (b) Shall consist of five members.
 - (i) The President shall appoint three non-officer members and appoint one of those three as chairperson.
 - (ii) The Recording Secretary and Treasurer will serve as ex-officio members.
- (c) Shall audit the records of receipts and expenses and compare the Treasurer's records with the records of the Recording Secretary.
- (d) Shall present an audit report at the SOCIETY's first meeting of the next calendar year.

**BYLAWS
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STS. CYRIL & METHODIUS SOCIETY NUMBER 80
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ARTICLE V – MEMORIALS

Memorials shall be the following:

- (a) In case of the death of a fellow SOCIETY member, the member will be enrolled perpetually in the Catholic Clerical Student Fund (CCSF).
- (b) SOCIETY members with health issues will be enrolled in the Catholic Clerical Student Fund (CCSF) for one year. This is restricted to SOCIETY members only.

ARTICLE VI – GENERAL CONVENTION OF THE CATHOLIC UNION OF TEXAS, THE K.J.T.

Delegates are to be elected in accordance with the Bylaws of the Catholic Union of Texas, The K.J.T.

ARTICLE VII – ELECTED OFFICER COMPENSATION

Monetary compensation shall be paid annually at the last meeting of the calendar year to the elected SOCIETY officers in accordance with the list below:

President	\$75.00	Recording Secretary	\$75.00
Vice-President	\$40.00	Treasurer	\$75.00

ARTICLE VIII – SCHOLARSHIPS

The SOCIETY has established annual scholarships to be awarded to the most qualified SOCIETY member applicant(s) graduating that year from high school, who enroll in an institution of higher learning. To be eligible, the applicant must be a SOCIETY member for at least one year prior to March 1 of the current year. The application forms and such other requirements deemed necessary will be furnished by the SOCIETY to the applicants as requested. Scholarship winners must enroll in an institution of higher learning within six months from date notified of scholarship award. Scholarship applications will be judged by three Catholic individuals. Scholarships will be paid upon written receipt of the transcript or completion certificate of the first semester (or comparable period) from the institution of higher learning.

ARTICLE IX – DUTIES AND RIGHTS OF MEMBERS

Membership duties and rights shall include the following:

- (a) Every member shall observe the Charter, Constitution, and Bylaws of the Catholic Union of Texas, The K.J.T., and the SOCIETY.
- (b) Every member is obligated to attend the Holy Mass on Sundays and holy days of obligation and to receive the Sacrament of Reconciliation and Holy Communion during the Easter season.
- (c) Every member is bound to obey all the Commandments of God and the Precepts of the Catholic Church; he or she should also contribute according to their means in support of the Catholic Church.
- (d) All members should be encouraged to take part in solemn services and in all church and society processions.

**BYLAWS
OF THE CATHOLIC UNION OF TEXAS, THE KJT
STS. CYRIL & METHODIUS SOCIETY NUMBER 80
OF SEALY, TEXAS**

- (e) Every member shall do his or her best to take part in prayers offered for a deceased SOCIETY member, attend the funeral in procession, and wear the mourning badge.
- (f) Every member is obliged to maintain a good name and reputation.
- (g) Members shall not without necessity discuss, criticize, or reveal any affairs of the SOCIETY, especially if the subject matter is detrimental to the SOCIETY and its members.

ARTICLE X – MEETINGS

The following requirements apply to regular and special meetings of the SOCIETY.

- (a) It is the duty of the officers of the SOCIETY to be present at meetings of the SOCIETY.
- (b) The order of succession for presiding officer of SOCIETY meetings shall be President, Vice-President, Recording Secretary, and Treasurer
- (c) If any elected officer misses two meetings in succession without due excuse, he or she should be removed from office.
- (d) Every meeting should be conducted according to the sequence given in Article XIII and/or in accordance with the latest edition of Robert's Rules of Order.
- (e) While considering and discussing matters of the SOCIETY, silence and order must be maintained during the meeting.
- (f) While the meeting is in session, a member who wishes to speak shall raise his or her hand and indicate his or her intention to the presiding officer. After obtaining permission from the presiding officer, he/she shall have the floor. Only one speaker is allowed at a time. It is incumbent that all members present pay general attention and not interrupt or distract the speaker in any way.
- (g) At a special meeting, only those matters for which the meeting has been called may be deliberated.
- (h) In the case of a member's improper behavior or if that member is under the influence of alcohol or drugs, the presiding officer shall ask the offending member to leave the meeting.
- (i) The SOCIETY shall hold a minimum of four regular business meetings each calendar year. Scheduling of these meetings for the upcoming calendar year will occur at the last regular business meeting of the current calendar year and will include the date, time, and location. Meetings may be in person or virtual.
- (j) The SOCIETY may host an annual Membership Appreciation Dinner for its members. At such time, a donation will be made by the SOCIETY to the Retired Priests and Religious Fund. If no Membership Appreciation Dinner is scheduled during a calendar year, then a donation to the Retired Priests and Religious Fund shall be made prior to the end of that calendar year.

ARTICLE XI – MEMBERSHIP

Only individuals who qualify according to the conditions established by the Catholic Union of Texas, The K.J.T., may be admitted to the SOCIETY.

**BYLAWS
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OF SEALY, TEXAS**

ARTICLE XII – ELECTIONS

- Sec. 1 (a) SOCIETY members shall be notified at least thirty days prior to the election of new officers of the SOCIETY for the upcoming year.
- (b) No later than September 30 of each year, the President shall appoint a nominating committee composed of three SOCIETY members. This committee shall present a recommended slate of nominees for election at the last regular business meeting of the calendar year.
- (c) Before the balloting commences, the President will appoint three SOCIETY members to conduct the election and to count the votes.
- (d) The election may be conducted by secret ballot, a show of hands, or voice.
- Sec. 2 (a) Outgoing officers will relinquish their offices to the newly-elected successors in good order at the end of the calendar year.
- (b) The Chaplain shall be appointed by the newly-elected President with the approval of the local Pastor.
- (c) The officers of the SOCIETY, with the exception of the Chaplain, are elected for a period of one (1) year.
- (d) The election shall be held during the last regular business meeting of each calendar year.
- (e) Every SOCIETY member is expected to attend the election meeting. Members not attending must accept the outcome of the election.

ARTICLE XIII – MEETING AGENDAS

Every meeting should be conducted according to the following sequence and/or in accordance with the latest edition of Robert's Rules of Order.

- (1) Opening prayer
- (2) Pledge of Allegiance
- (3) Roll call of officers
- (4) Introduction of guests
- (5) Reading of minutes of last meeting
- (6) Treasurer's report from last meeting
- (7) Reading of communications
- (8) Report of committees
- (9) Special reports
- (10) Paying of bills
- (11) Chaplain's remarks
- (12) Unfinished business
- (13) New business for the good of the SOCIETY
- (14) Appointing of necessary committees
- (15) Election of officers
- (16) Closing the meeting with prayer

ARTICLE XIV – BADGES

Ribbon type badges are worn only at funerals and Rosary vigils of members. This badge remains the property of the SOCIETY.

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ARTICLE XV – AMENDMENTS TO BYLAWS

The following guidelines govern the amendment of these Bylaws.

- (a) Any member in good standing may recommend amendments to these Bylaws.
- (b) Recommended amendments must be proposed in writing at any regular business meeting.
- (c) All members will be notified of proposed amendment(s) a minimum of thirty days prior to the vote on the amendment(s). This notification may be in printed or digital format and must include:
 - (i) information on how to access the content of the proposed amendment(s).
 - (ii) the date, time, and location of the meeting at which the vote on the proposed amendment(s) will be taken.
- (d) Proposed amendment(s) may be voted upon individually or as a group.
- (e) Proposed amendment(s) must be approved by two-thirds of the members in attendance.
- (f) The approved amendment(s) will take effect immediately after the approving vote.

ARTICLE XVI – DISSOLUTION OF THE SOCIETY

Dissolution of the SOCIETY shall be in accordance with the Bylaws of the Catholic Union of Texas, The K.J.T., and the following.

- (a) If the SOCIETY has ten or fewer members, those members may be transferred to another society or the SOCIETY may be merged with another society upon a majority vote of the Board of Directors of the Catholic Union of Texas, The K.J.T. The SOCIETY may be given a one-year period from receipt of notice from the Catholic Union of Texas, The K.J.T., to increase its membership to more than ten members, with the members having the option to transfer to the nearest society or a society of their choosing.
- (b) If the SOCIETY wishes to merge with another society or dissolve, the SOCIETY must first notify the Catholic Union of Texas, The K.J.T., and secure approval from the Catholic Union of Texas, The K.J.T., and, upon receiving such approval, must notify each SOCIETY member of the proposed merger or dissolution, by letter, and call a special SOCIETY meeting for such purpose. The notification to members must contain a ballot for those members who are unable to attend the special meeting so that they are able to cast their vote. Notice of this meeting must be given to the Catholic Union of Texas, The K.J.T. This notice must include the results of any vote(s) to merge or dissolve the SOCIETY. If the SOCIETY is dissolved, all members shall have the right to transfer to a society of their choosing, provided all premiums of such transferring members are paid on or before the date of transfer.
- (c) Prior to the merger or dissolution of the SOCIETY, the SOCIETY may vote to donate funds and assets to the Immaculate Conception Church of Sealy, Austin County, Texas, or other charitable organization(s).
- (d) Upon merger or dissolution of the SOCIETY, remaining funds and assets of the SOCIETY must be transferred pro rata to the society(ies) to which the members are transferred or merged.