

ARTICLE I

Section 1: This Council shall be known as:

REVEREND MICHAEL J. HARTIGAN COUNCIL # 5033

KNIGHTS OF COLUMBUS

Section 2: The initiation fee shall be \$10.00 except for priests and members of the armed forces it shall be nil. One-half of the fee shall accompany the application, but it shall be refunded if the applicant is rejected.

Section 3: Each member shall pay annual dues the same to be payable quarterly in advance at the first regular meetings in January, April, July and October. The annual dues of members shall be \$~~25~~5.00, honorary members who shall pay \$9.00 and honorary life members who shall pay nothing except as above stated the dues of association and insurance members shall be the same. College students shall pay \$10.00.

Section 4: The officer(s) shall receive annual compensation payable in quarterly installments at the end of each quarter as follows:
Financial Secretary: From ten percent of the monies collected on account of dues from both insurance and associate members payable in quarterly installments at the end of each quarter.

ARTICLE II

Elections

Section 1: The annual election of officers shall take place at the first regular meeting in June. A Nominating Committee of not less than seven (7) nor more than ten (10) members shall be appointed by the Grand Knight at the first regular business meeting in April

of each year. The Nominating Committee shall prepare a slate of candidates for the elective council officers. This slate shall be presented to the council not later than the regular business meeting preceeding the meeting at which annual elections are to take place. Other nominations may be made from the floor and nominations may not be closed until the election meeting has convened and the members are ready to ballot. If any nominee loses his bid for any office on the night of election, he shall have the right to run for a lower office. Nominating speeches will be permitted for all candidates on the night of election.

Section 2: The election of officers shall be by ballot. A majority of all the votes cast shall be necessary to elect; except that where several of equal degree are to be chosen, a majority shall not be necessary but all shall be voted for on one ballot and no ballot containing names of more or less candidates than there are such offices to be votes for shall be counted and those receiving the highest number of votes shall be declared elected in the order of the number of votes received.

Section 3: The Grand Knight shall appoint two members to act as Tellers. After all who are entitled to do so have voted, the ballot shall be declared closed and the Tellers shall then proceed to count the votes in full view of the Council. One of the Tellers shall examine each ballot singly and pass the same to his associate who shall read aloud the name or names written or printed on all legal ballots. The Recorder shall tally the same and the result thereof shall be announce by the presiding officer.

Section 4: Each officer elected must qualify and fill the office to which he is chosen, with or without installation at the first regular meeting in the Month of July succeeding his election, unless excused by a vote of the Council; and must present himself for installation at the time specified in the notice issued by or through the State Deputy or District Deputy unless excused by such officer. Otherwise such office shall be considered vacant.

Section 5: Vacancies in elective offices shall be filled after notice to the members by election at the regular business meeting next succeeding the regular meeting at which the vacancy was created.

ARTICLE III

Officers

Section 1: Only members who are in good standing and who have been initiated in the first three Degrees of the Order shall be eligible to hold office in this Council. No member shall hold more than one office at the same time.

Section 2: The elective officers shall be as follows: Grand Knight, Deputy Grand Knight, Chanc^Ellor, Recorder, Treasurer, Advocate, Warden, Inside Guard, Outside Guards (2) and Board of Trustees (3).

Section 3: The appointive officers shall be as follows: Financial Secretary, Lecturer, Chaplain and Organist. The Financial Secretary shall be appointed by the Supreme Knight. The Chaplain shall be selected by the Grand Knight, Deputy Grand Knight and Board of Trustees in accordance with any rules established by the Bishop of the Diocese. The Grand Knights shall select the Lecturer and Organist.

Section 4: At the last regular business meeting in June of each year the Council shall determine the amount of the bond to be given by the Treasurer and Financial Secretary in addition to the bond furnished by the Supreme Council, and the Treasurer and Financial Secretary shall not take office or be installed or receive any money or property of the Council until they have furnished such bond and the same has been approved by the Board of Trustees. The premium on said bond shall be paid by the Council.

Section 5: The Council Officers shall perform the duties required of them by the Laws and Rules of the Order and these By-Laws and such other duties as the Council may direct.

Section 6: Except where notice of applications shall be published as provided by Section 110 of the Laws and Rules, it shall be the duty of the Grand Knight as early as practicable before each regular meeting to file with the Recorder a list of applicants to be balloted upon at such meeting.

Section 7: At the end of each semiannual period the Board of Trustees shall meet and audit the several books of this Council and shall in each January and July make a full report of their findings including the receipts and disbursements of the monies of this Council for the previous semiannual period, the balance on hand to the credit of each of the various funds at the end of each semiannual period and the assets and liabilities of this Council. The Grand Knight shall issue the call for such meeting of the Board of Trustees.

Section 8: Where a member ipso facto forfeits his membership the

Grand Knight and Financial Secretary shall immediately notify the Supreme Secretary of such forfeiture and shall immediately send notice in writing to the member including the date and the reason therefor. In those cases relating to ipso facto forfeiture for failure to pay council dues, such notice shall not be sent to the Supreme Secretary or to the member until an officer or a member of the Retention Committee shall contact the member and endeavor to have him retain his membership.

Section 9: The Recorder shall file all reports in a filing book to be provided for that purpose and the same shall be preserved as a part of the records of this Council.

ARTICLE IV

Meetings

Section 1: Regular meetings of the Council shall be held on the first and third Tuesday each month. During July and August, by vote of the Council, one meeting each month may be annulled. All meetings shall commence 8:30 PM. Twelve members shall constitute a quorum at business meetings.

Section 2: All meetings of the Council shall be presided over by the Grand Knight who will ascertain from the Warden if all present are possessed of the current membership card.

Section 3: The order of business and procedure at regular business meetings of this Council shall conform to Section 125 of the Laws of the Order.

Section 4: Special business meetings shall be convened as follows:
By vote of the Council at a preceeding regular business meetings, by

direction of the Grand Knight; by the Grand Knight upon the written request of seven members, which request shall state the object of the meeting. Due notice of special business meetings and their purpose shall be given to each member in the usual way and no other business shall be transacted at any such meeting.

Section 5: The following shall be the order of business and procedure at special business meetings:

1. Call to order
2. Warden's Report on Membership Cards
3. Prayer
4. Pledge of Allegiance
5. Roll Call of Officers
6. Special Order of Business
7. Prayer

Section 6: It shall be the duty of all officers to attend each meeting of the Council. In case of inability of any officer to attend a meeting due notice shall be given to the Grand Knight and arrangements made to have all necessary books and papers in the possession of such officer at the meeting. If a Chair Officer is absent from a meeting, the presiding officer shall designate a member to act for him. If an elected officer, without reasonable excuse approved by the Grand Knight is absent from three consecutive regular business meetings, the Grand Knight may report this fact to the District Deputy for such action under Section 92(b) of the Laws of the Order as the District Deputy deems appropriate.

Section 7: In the absence or inability of the Grand Knight the Deputy

Grand Knight shall preside and he shall execute all of the duties of the Grand Knight. In the absence of the Grand Knight and Deputy Grand Knight the duty of presiding shall devolve on the other officers of the Council in the order in which they are named in Section 126 of the Laws of the Order.

Section 8: If any meeting shall fall on a legal holiday said meeting shall be held the following Tuesday unless the Council by vote at a previous business meeting, annuls such meeting or fixes a different date for such meeting within the month for which it is scheduled.

Section 9: The regular meetings of the Board of Council Officers shall be held once each month on the 4th Tuesday. The Grand Knight may, when he deems necessary, call for a special meeting of the Board, and three (3) days notice shall be given the officers before said meeting. Six (6) members of the Board shall constitute ^a quorum for the transaction of business.

ARTICLE V

Balloting for Candidates for Office

Section 1: The Grand Knight and Deputy Grand Knight shall privately inspect the ballot box, both before and after the ballot and the former shall announce the result. Balloting of candidates shall be in charge of the Warden who shall distribute ballots to all members present. He shall place the ballot box on the salutation table and take his place six feet therefrom. He shall then request the members to vote. They shall advance in single file and deposit their ballots, but no member shall pass the Warden until the member preceding him has voted.

After all who desire to do so have voted, the votes shall be counted as prescribed in Article II, Section 3. If more than one candidate is to be balloted for at a meeting, the Grand Knight may announce that the first ballot shall be a general one upon all the candidates, and that if not more than one-half of those present shall cast negative ballots upon such general ballot no other ballots shall be taken. If such announcement is made and not more than one-half negative ballots are cast upon said general ballot, all candidates so balloted for shall be declared elected. If more than one-half negative ballots are cast upon said general ballot, then an individual ballot shall be taken on each candidate.

Section 2: When individual ballots are taken for a single position and that candidate receives a majority of the ballots cast, that candidate so balloted for shall be declared elected.

Section 3: When individual ballots are taken for multiple positions for the same office, candidates receiving a plurality of the votes cast by those voting for each vacancy so balloted for shall be declared elected.

ARTICLE VI

Committees

Section 1: In addition to the Committees provided for in the Laws and Rules of the Order, the following Service Program Directors shall be appointed.

(a) Program Director whose goal will be the direct involvement and personal commitment of the council and membership in a program

hat will establish the Knights of Columbus as truly a Catholic family, fraternal, service organization.

(b) Membership Director to have supervision of a comprehensive program of recruitment and retention for his council.

(c) Director of Church Activities to promote a program that will enable the membership to respond to the constant call for the active participation of the laity in the work of the Church.

(d) Director of Community Activities whose responsibility it will be to make the council aware of its life within the community and to develop programs that will be of service to the community.

(e) Director of Council Activities who will be concerned with the promotion of brotherhood through athletic cultural and social programs. Additionally, he will be responsible for the development of public relations in the council.

(f) Director of Youth Activities to provide the youth in the community with the means and the opportunity to become personally committed and involved in meeting the challenges of our times. He will also be responsible for the promotion of the Order's junior organization, the Columbian Squires.

(g) Director of Family Life Activities to promote activities and programs within the Council that would strengthen and support the family life of its members.

(h) Such other Committees as may be required.

Section 2: Except as herein provided all Committees shall be appointed by the Grand Knight and the first person named in the Committee shall act as

Chairman thereof. Standing Committees shall serve for the current fiscal year or until their successors have been appointed. A majority of the Committee shall constitute a quorum for the transaction of business.

ARTICLE VII

Funds

Section 1: All moneys obtained from any source, by or through any person or persons, acting for or in the name of the Council or under its direction or authority shall be considered Council Funds and shall be forthwith delivered to the Financial Secretary, who shall give his official receipt therefor and who shall report at the close of each meeting the amounts so received and from what source and shall deliver the same to the council treasurer and take his receipt therefor.

Section 2: The Treasurer shall deposit all moneys received from the Financial Secretary in a bank to the credit of the council. Disbursements from this fund shall be made only by check signed by the Grand Knight and Treasurer. The depository bank shall be furnished with a copy of this section.

Section 3: No money in excess of \$500.00 shall be paid or transferred from the Treasury of this Council, except such moneys as the Council is called upon to regularly pay for its current expenses and as provided by the Laws of the Order or for purposes approved by the Supreme Council or Board of Directors unless by a two-thirds vote of the members present and voting at a regular business meeting held subsequent to a regular business meeting at which notice in writing of a resolution of intention to pay or transfer such money and the purpose and amount to be paid or transferred shall have

been given and regularly read.

Section 4: All bills shall be presented to the Recorder and by him read to the Council before being referred to the Board of Trustees. In case a bill is not approved by the Board of Trustees, it shall be referred back to the Council for action.

Section 5: The sum of \$500.00 shall be paid from the General Fund to the Financial Secretary and shall be known as the Relief Fund. The Grand Knight, Financial Secretary and Treasurer shall constitute a Relief Committee. They shall investigate the case of any brother who is reported to be in distress or in need of relief and if in their judgment the case is one deserving of assistance, they shall have power to draw from this Relief Fund such reasonable sum of money to afford assistance as the circumstances of the case may require.

Building and Maintenance Fund

Section 6: A special fund to be known as the "Building and Maintenance Fund" of this Council shall be established and such fund together with the interest thereon shall be maintained for the purpose of providing and maintaining a permanent home for the Council.

ARTICLE VIII

Funerals, Etc.

Section 1: On the death of a member in good standing the Memorial Committee shall give notice to the members and, if time permits, shall request them to assemble and pay their respects to the memory of the deceased at a time and

place to be indicated in such notice.

Section 2: When notice of the death of a member in good standing is received, the Memorial Committee shall forward to the family of the deceased a message of condolence on behalf of the Council and the Memorial Committee shall arrange to have five Masses said for the repose of the soul of the deceased.

Section 3: The Memorial Committee shall arrange for the celebration during the Columbian year of a Mass for the repose of the souls of the deceased members and shall cause at least five days notice to be given to the members of the time and place of such Mass. The Mass shall be celebrated by the Chaplain unless he is indisposed.

Section 4: The Council shall receive Holy Communion in a body during each Columbian year.

ARTICLE IX

Miscellaneous

Section 1: Special Grand Knight Funds: The Grand Knight is authorized in lieu of compensation for services, to draw upon the General Fund an account up to but not exceeding \$300.00 in any one Council year for expenses which he may personally incur which in his discretion is for the good of the Council. Any unused portion of this amount may not be considered to continue to be available until used but will be excepted from this authorization at the end of the Council year.

Section 2: Delegates to the State Convention: Expenses not in the excess of \$325.00 per delegate for the annual meeting of the New York State Council, Knights of Columbus is authorized under these by-laws. An additional amount

of \$325.00 is allowed the Deputy Grand Knight if he wishes to attend the Convention as a non-delegate.

Section 3: The Council shall have representation at the State Convention and meetings of the Nassau/Suffolk Chapter each year, as follows:

(a) The State Convention: The two delegates shall consist of the Grand Knight and a Past Grand Knight. Two alternatives in addition will be elected from the membership at the annual election of officers.

(b) Nassau/Suffolk Chapter: Council delegates shall be the Grand Knight, Deputy Grand Knight and five members who shall be elected as such delegates at the annual election of Council Officers.

Section 4: These By-Laws may be amended by a two-thirds vote of the members present and voting at a regular business meeting held subsequent to a regular business meeting at which a resolution in writing providing for such amendment shall have been read and notice of the proposed amendment shall have been given to the members in writing or in the council publication at least five days prior to the second meeting.