

Bylaws

ARTICLE I

Name

The name of the group shall be St. Michael the Archangel Ladies Guild.

ARTICLE II

Object

The object of this group is to promote the missions of the church and to provide coordinated efforts to build community within the group.

ARTICLE III

Members

Members of this group will be women (age 18 and above) who are members of St. Michael's or have demonstrated an interest in the promotion of this group.

ARTICLE IV

Dues

- A. Individual member dues shall be \$20.00 annually.
- B. Dues are payable as soon as reasonably possible to the treasurer of the group.
- C. The membership year shall be January 1 through December 31.

ARTICLE V

Officers

- A. Officers. The officers of this group shall be a president, a vice-president, a secretary, and a treasurer.
- B. Term of office. Officers shall assume their duties at the close of the meeting at which they are elected. Officers shall serve for a term of 2 years or until their successors are elected. No officer shall serve for more than 3 consecutive term(s) in the same office.
- C. Vacancy in office. A vacancy in any office shall be filled by an election during a meeting of the group.
- D. Duties. Officers shall perform the duties provided in this section and such other duties as are prescribed for the office in these bylaws.

1. The president shall:

- a. preside at all meetings;
- b. appoint chairmen of committees; and
- c. fulfill such other duties as may be required by the group

2. The vice-president shall:
 - a. perform the duties of the president in the absence of or at the request of the president;
 - b. fill the unexpired term if a vacancy occurs in the office of the president; and
 - c. fulfill such other duties as may be assigned by the group or the president.
3. The secretary shall:
 - a. record the minutes of all meetings of the group;
 - b. be the custodian of all documents;
 - c. conduct correspondence as directed by the president; and
 - d. fulfill such other duties as may be assigned by the president.
4. The treasurer shall:
 - a. be custodian of all funds in concert with the priest as to procedures;
 - b. present a financial statement at each meeting; and
 - c. fulfill such other duties as may be assigned by the president.

E. Nominations and Elections.

1. Nominations shall be made from the floor at the January meeting.
2. Elections shall be by ballot at the January meeting except when there is only one nominee for an office election may be by a show of hands.

ARTICLE VI
Meetings

- A. Regular. Regular meetings of the group shall be held at noon on the second Sunday of the month.
- B. Quorum. Three-fourths members of the group shall constitute a quorum.