

**BYLAWS OF THE
ST. GEORGE MEN'S GROUP
ST. GEORGE CHURCH
GUILFORD, CT**

Revised and Approved 7/7/2015

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Article I - Name

The name of this organization shall be St. George Men's Group.

Article II - Purpose

The St. George Men's Group, hereinafter referred to as the group, is an association of gentlemen answering the call for social justice through good works.

Article III - Membership

Section 1: Eligibility for Membership

Candidates for membership must be adult men, having good moral character and reputation. All nominations for membership shall be submitted in writing by application and signed by a member in good standing who shall act as the sponsor. The application shall be submitted to the membership chairperson, who, after investigation by the membership committee, shall submit the application to the Board of Officers. Such membership, if granted, shall constitute an agreement on the part of the applicant to adhere to the Bylaws, Code of Ethics & Conduct and rules and regulations of the group.

Section 2: Voting For Membership

Voting for membership shall be by secret ballot of the Board of Officers. Officers present for a vote shall constitute the voting membership. All of the votes must be in the affirmative to gain membership.

Section 3: Membership Dues

There shall be membership dues. Dues will be payable to the Treasurer. Members must pay dues to remain in good standing. Membership dues will be \$30 per year and are due no later than January 1st for the next fiscal year, which begins January 1st, if a member is to remain in good standing. Gentlemen who join the Group are responsible to pay their membership dues within 60 days of acceptance into the Group. After July 1st, new members will pay pro-rated dues of \$15 and then renew the following January 1st at \$30.

The Treasurer shall submit to the Board of Officers the name of any member who fails to pay dues within 60 days after having received written notice. Written notice shall be by email and U.S. Mail to the member's address of record. The Board of Officers shall thereafter decide whether the member shall be dropped from or retained on the member roster.

Section 4: Good Standing

Only members in good standing who have paid dues may exercise the voting privilege and hold office on the Board of Officers. Members under suspension for violations of the Code of Ethics and Conduct have no voting privileges.

Section 5: Resignations

Any member may resign and said resignation shall become effective upon acceptance by the President.

Section 6: Forfeiture of Membership

Any member may be expelled for cause by a two-thirds vote of the membership voting in person. "For cause" includes conduct that has been deemed a violation of the By-Laws, Code of Ethics & Conduct and rules and regulations of the group.

Article IV – Board of Officers

Section 1: Names of Officers

There shall be eight (8) officers and one Spiritual Advisor on the board. The officers shall be called President, Immediate Past-President, Vice-President, Secretary, Treasurer, Membership Chairman, First At-large Board Officer, Second At-large Board Officer, and Spiritual Advisor. They shall be the Board of Officers.

Section 2: Nominations and Elections

All officers, except for the President, Spiritual Advisor and Immediate Past-President, shall be elected for a two-year term beginning on January 1st. The Vice-President shall advance to become President without election upon completion of the President's term. The Vice-President shall not be held to the three two-year term limit. The Immediate Past-President may serve until the President completes his term. Officers may serve consecutive terms, not to exceed three terms, or until their successor has been elected. After three terms, an officer may not serve as an officer for one year. The Spiritual Advisor shall be appointed and there are no term limits.

There shall be a slate of officers to be elected by the general membership. The Board of Officers will then vote on board positions to be filled.

In the effort to stagger the election of officers, fill the new position of Immediate Past-President and adjust to the new election cycle, in January 2016, three positions will be open (President and two at-large positions); the remaining board members

will continue to complete their first term until the new election cycle in January 2017.

A Nominating Committee for officer elections shall be appointed by the Board of Officers and shall consist of three (3) regular members. Any member has a right to nominate any member or themselves for election to the Board of Officers. The Nominating Committee shall be disbanded after each officer election. Voting for officers shall be by secret ballot of the membership. Members in good standing present for a vote shall constitute the voting membership.

The officer candidate is required to secure the most votes cast by the membership present and voting to be declared elected. In the case of a tie on any ballot, balloting shall continue on the tied candidates until one is elected.

Section 3: Duties of Officers

President

The President shall be the presiding officer of the Board of Officers. He shall preside at all regular and special meetings. He shall be an ex officio member of all committees, except the officer nominating committee.

Immediate Past-President

The Immediate Past-President shall be an ex-officio member of the Board of Officers and may serve as an advisor to the current President. He shall have no vote on Board of Officer matters. This position is voluntary and may at times not be filled.

Vice-President

The Vice-President shall assist the President, accept assignments made to him, and preside in the absence of the President.

Secretary

The secretary shall be responsible for keeping the minutes and records of all meetings.

Treasurer

The treasurer shall collect and disburse all funds. Adequate records shall be kept and a report shall be made to the board quarterly or at any time requested by the Board of Officers.

Membership Chairman

The Membership Chairman shall be responsible for the recruitment and sustainment of the membership. He shall keep copies of membership applications and Code of Ethics & Conduct forms. He may require assistance of regular members as necessary to perform his duties.

First At-Large Officer

Board members-at-large shall act as liaisons between members and the Board of Officers and perform other duties as deemed necessary by the Board of Officers.

Second At-Large Officer

Board members-at-large shall act as liaisons between members and the Board of Officers and perform other duties as deemed necessary by the Board of Officers.

Spiritual Advisor

The Spiritual Advisor shall be a member of the clergy and will provide clerical and spiritual advice to the group.

Section 4: Vacancies

If the office of President shall become vacant for any reason, the Vice-President shall advance to the office of President. If the office of Vice-President shall become vacant, the Board of Officers may call a special election to fill the vacancy on the board and the Board of Officers shall then elect the new Vice-President. The board shall call a special election, giving each member in good standing fourteen (14) calendar days' notice of the time and place, such time and place to be determined by the board, and such office shall be filled at said election meeting.

In the event of a vacancy of any other board office, a Nominating Committee shall appoint a member to fill the unexpired term of office. That position must undergo election at the end of the unexpired term.

Section 5: Removal from Office

Any board officer may be removed from office for good cause by a **majority vote of the Board of Officers. Good cause may include non-attendance of board meetings, abdication of responsibilities and violations of the Code of Ethics and Conduct.**

Section 6. Quorum

The presence in person of at least 4 of the voting officers shall constitute a quorum at any meeting of the Board of Officers.

Article V. Meetings

Section 1: Meeting Days

Meetings shall be held on the first Tuesday of each month beginning at 7:00 PM.

Section 2: Annual Meeting

The meeting held in January of each year shall be designated as the annual meeting. The election of officers shall take place at this meeting.

Section 3: Special Meetings

The president or a majority of the officers may call special meetings.

Section 4: Order of Business

The order of business shall be conducted in an orderly and business-like manner according to the By-Laws. Any question not covered by the By-Laws shall be decided in accordance with *Robert's Rules of Order*. For the purpose of counting votes at general membership meetings, a quorum shall consist of more than one-half of the membership present and voting who are in good standing.

Section 5: Notice of Meetings

Members shall be notified by the secretary via mail or electronic means, prior to such meetings; and in all cases of special meetings. The notices shall state briefly the purpose of the meeting.

Section 6: Order of Business

The order of business shall be Call to Order, Prayer, Report of Officers, Reports of Committees, Old Business, New Business, Prayer, and Closing.

Article VI - Committees

The Board of Officers shall establish such committees it deems necessary in order to carry out the business and objectives of the group. Generally, each committee shall designate a committee chair that will represent the committee during the regular monthly meetings. Such committees may include, but are not limited to Programs, Charity, Communications and Audit. Nomination committees will be created before and disbanded after officer elections.

Article VII – Voting

Voting on all matters at regular or special meetings shall be in person by voice vote or show of hands. The presence in person of a majority vote shall constitute a quorum at any meeting. The president shall not have a vote.

Article VII – Duties of the Board of Officers

In addition to those duties and powers, express and implied, set forth elsewhere in this constitution and by-laws, the Board of Officers shall have the following duties and powers:

Section 1: Policies

The Board of Officers shall be responsible for the execution of the policies approved by the Group. All new business shall be presented to the members at a regular or special meeting.

Section 2: Disbursal of Funds

The Board of Officers shall authorize all expenditures and shall not create any indebtedness beyond the current income of the group, nor authorize the disbursal of funds for purposes inconsistent with the business and policies of the group. The Board of Officers shall not authorize the expenditure, for any administrative purpose, of the net income of projects or activities of the group by which funds are raised from the public.

Section 3: Actions

The Board of Officers shall have the power to modify, override or rescind the action of any one officer of the Board.

Section 4: Funds

The Treasurer shall deposit the funds of the group with St. George Church and will keep a ledger of such funds to account for deposits, withdrawals and disbursements. Proceeds for charity events, minus expenses, will be accounted for separately from administrative costs of the group. If any member has any questions concerning such funds, they may request a review of these funds upon request to the Board of Officers.

Article VIII - Conduct

Members agree to follow the Code of Ethics & Conduct. Members will sign and date a copy of this Code of Ethics & Conduct, which will be witnessed and maintained by the Secretary. Members agree to follow all other rules and regulations of the group as they are made. Failure to follow these rules may result in suspension up to and including expulsion.

Article IX – Discipline

If the conduct of any member shall oppose or be in willful violation of the By-Laws, or prejudicial to the group’s intent, the President shall immediately suspend such member. A written report shall be made to the Board of Officers at the next regular meeting. A motion to review the suspension or expulsion of the member may be made at this meeting to be discussed at the next regular meeting. Any member under suspension shall be denied admittance to meetings and participation in events or programs of the group.

Article X – Parliamentary Authority

The rules contained in Robert’s Rules of Order shall govern meetings where they are not in conflict with the bylaws, rules of order, or other rules of the group.

Article XI – Dissolution

Previous notice and a two-thirds vote can dissolve this group. All outstanding bills will be paid, and the remaining money, by a vote of the members, can be given to a charity of their choice.

Article XII – Miscellaneous

Section 1: Fiscal Year

The fiscal year of this Association shall be January 1 through December 31.

Section 2: Partisan Politics

This group shall not endorse or recommend any candidate for public office, nor shall members in meetings debate partisan politics.

Article XIII – Amendments of By-Laws

These bylaws can be amended at any regular or special meeting providing that previous notice was given at the prior meeting in writing and then sent to all members of the group by the secretary. Previous notice can be sent by postal mail, e-mail, or fax.

Code of Ethics & Conduct

The St. George Men’s Group Code of Ethics & Conduct is meant to encourage ethical behavior, accountability and transparency while discouraging or prohibiting unethical behavior, discrimination, breaches of confidentiality, and other undesirable, dangerous, or illegal behavior. If a member violates this Code of Conduct, he may be suspended or terminated for cause with the understanding that he knew, from the Code of Conduct, his behavior was improper. Any member who is found guilty of violating this Code of Conduct shall be suspended or expelled as set forth below:

- 1. Members will treat each other fairly and with respect; suspension up to and including expulsion.**
- 2. Members will not misappropriate Association funds; suspension up to and including expulsion.**
- 3. Members will not be insubordinate, have contempt for, or disobey an officer of the Association; suspension up to and including expulsion.**
- 4. Members will not discriminate against another in regards to age, color, national origin, religious affiliation or political persuasion; suspension up to and including expulsion.**
- 5. Harassment will not be tolerated; suspension up to and including expulsion.**
- 6. The use of illegal non-prescription drugs will not be tolerated; expulsion.**
- 7. Unwanted physical contact will not be tolerated; expulsion.**
- 8. The display of offensive material or the telling of offensive jokes will not be tolerated; suspension up to and including expulsion.**
- 9. Conduct of a sexual, racial or other nature that is offensive to others will not be tolerated; expulsion.**
- 10. Scandalous conduct or conduct unbecoming a gentleman; suspension up to and including expulsion.**
- 11. Slander against another member will not be tolerated; suspension up to and including expulsion.**
- 12. Conduct that creates an intimidating, hostile or offensive work environment will not be tolerated; expulsion.**
- 13. Threatened or actual violence will not be tolerated; expulsion.**
- 14. Conviction of a felony; expulsion.**
- 15. Conviction of crimes involving dishonesty, breach of trust, violence, sexual misconduct or illegal possession of drugs, narcotics or firearms; expulsion.**

I have read the above Code of Ethics & Conduct and agree to follow it.

Signed: _____ Date: _____

Witnessed: _____