

COUNCIL OF CATHOLIC WOMEN

BY-LAWS

ARTICLE I | NAME

- St. Raphael's Council of Catholic Women which encompasses all women of the Parish.

ARTICLE II | INSIGNIA

- Angel

ARTICLE III | OBJECTIVES

- A. Funeral Luncheons
- B. Beautification of church environment
- C. Mass in May for all living members
- D. Mass in November for all deceased members
- E. Easter and Christmas flower memorials for deceased members of CCW
- F. Support other activities of Parish

ARTICLE IV | MEMBERSHIP

- All Catholic Women of St. Raphael's Parish

ARTICLE V | MEETINGS

- A. Meetings will take place on the first Monday of the month, unless pre-empted by a holiday, then the meeting will fall on the second Monday.
- B. To keep in mind, the purpose of our organization and its objectives and not drift into side issues.
- C. A simple majority is needed to pass a motion.

ARTICLE VI | OFFICERS

- A. Officers will consist of the President, Vice-President, Secretary, Treasurer and Social Secretary.
- B. Term of office will be two (2) years.

ARTICLE VII | DUTIES OF OFFICERS

- A. President: To preside over all meetings and to call special meetings as needed.
- B. Vice-President: To assume duties of the President in her absence.
- C. Secretary: To take and keep accurate minutes of all meetings.
- D. Treasurer: To keep all money in safekeeping and to keep accurate records of all expenditures, savings and cash on hand. Give monthly financial report at meeting.
- E. Social Secretary: To notify Parish Secretary when we want to have Masses celebrated and to place notices in bulletin. To send cards to ill or housebound members and sympathy cards for deceased members.

ARTICLE VIII | ELECTIONS

- A. A nominating committee will be appointed in September. This committee will consist of one (1) member. Nominations will be presented to the membership at the October meeting and voted upon. Nominations will also be accepted from the floor if there are any.
- B. Voting for officers will be by verbal vote.
- C. Installation of officers will take place at Mass on the second Sunday in November.

ARTICLE IX | RAISING MONEY

Methods for raising money will be left up to the membership.

ARTICLE X | REVIEW OF BY-LAWS

- A. By-Laws may be amended, if necessary, at any regular meeting provided a majority of members is present.
- B. If certain methods or goals appear to be outmoded, members will take steps to have them updated.

ARTICLE XI

- Four (4) members (minus the President) must be present to have a quorum to vote on any issue. The President can vote to break the tie.