



KNIGHTS OF COLUMBUS®

ST. PAUL OF TARSUS COUNCIL # 11689

By-Laws adopted April 8, 1996

Article I

Section 1. This council shall be known as St. Paul of Tarsus Council No. 11689, Knights of Columbus.

Section 2. The initiation fee shall be \$15.00, for Priests and religious it shall be nil. The initiation fee shall be refunded if the applicant is rejected.

Section 3. Each member shall pay annual dues, the same to be payable yearly in advance at the first regular meetings in January. The annual dues of members shall be \$30.00, excepting honorary members who shall pay \$10.00, and honorary life members who shall pay nothing. Except as above stated, the dues of associate and insurance members shall be the same.

Section 4. The officers shall receive annual compensation as follows: Financial Secretary: From the council an amount equal to eight percent of the moneys collected on account of dues from both insurance and associate members, payable in yearly installments at the end of each year.

Article II - Elections

Section 1. The annual election of officers shall take place at a regular meeting held between May 15 to and including June 15. Not less than two months before the annual election the nomination process shall begin with members nominating any other qualified member or self nominating themselves for the elected positions. Nominations may not be closed until the election meeting has convened and the members are ready to ballot.

Section 2. The election of officers shall be by ballot. A majority of all 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 more or less candidates than there are such offices to be voted 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 Trustees shall handle the ballots, counting and reporting results to Presiding officer. After all who are entitled to do so have voted, the ballot shall be declared closed and the Trustees shall then proceed to count the votes in full view of the Council. One of the Trustees 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 third Trustee shall tally the same and the result thereof shall be announced 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, Chancellor, Recorder, Treasurer, Advocate, Warden, Inside Guard, Outside Guard (two outside guards may be elected) and Board of Trustees.

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 the Board of Trustees in accordance with any rules established by the Bishop of the Diocese. The Grand Knight shall select the Lecturer.

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 the 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 when 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 Financial Secretary a list of candidates 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 moneys 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 reason therefore. 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 Conservation 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 at a time and date deemed appropriate by the Council and its leadership. The first meeting each month shall be a regular business meeting. The second meeting shall be the Council Planning meeting. Twelve members shall constitute a quorum at the general business meetings. Eight members shall constitute a quorum at the Council Planning 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 in possession 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 preceding regular business meeting; 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. Roll Call of Officers.
5. Opening Ode (optional)
6. Special order of business.

7. Prayer.
8. Closing Ode (optional)

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 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 day 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. It can also be planned ahead of time during the calendar setup and review for the upcoming year.

Article V – Balloting for Candidates

Section 1. The Grand Knight will ask the Financial Secretary for the reading of any applications/transfers. The application/s will be read, the Grand Knight will ask for a motion to accept, a motion and a second will be required to move on to a aye/nay public vote. This will be repeated for all applications. They will be re-read and the process repeated later in the meeting. If all ayes have both readings the applicant is accepted, if not they are rejected.

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 that 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 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 Live 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 by these By-Laws.

Section 2. Except as herein provided, all Committees shall be appointed by the Grand Knight and the first person named on 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 money 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 \$1,000.00 shall be paid or transferred from the Treasury of this Council, except such moneys as the Council is called upon the 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 intentions to pay or transfer such money and the purposes and amount to be paid or transferred shall have been given and regularly read.

Section 4. All bills shall be presented to the Board of Trustees by the Treasurer, after review they are returned to the Treasurer to be included in his report to the council for motion, 2nd, and vote for payment. In case a bill is not approved by the Board of Trustees, it shall be referred back to the Council for action.

Article VIII – Funerals, Etc.

Section 1. On the death of a member in good standing the Grand Knight 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 Grand Knight shall forward to the family of the deceased a message of condolence created by the Financial Secretary on behalf of the Council and the Church Director shall arrange to have a perpetual Mass said for the repose of the soul of the deceased. These shall be presented to the family of the deceased after a rosary or payment of respects by the Grand Knight.

Section 3. The Grand Knight shall arrange for the celebration during the month of November of each year of a Mass for the souls of the deceased members and shall cause 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.

Article IX - Miscellaneous

Section 1. 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.

Section 2. Procedure and debate shall be in accordance with the Laws and Rules of the Supreme Council, the Board of Directors, these By-Laws, and the Rules of Parliamentary Law known as "Robert's Rules of Order."

These By-Laws adopted by vote of the Council, April 8, 1996.

Jeffrey J. Gapczynski
Grand Knight

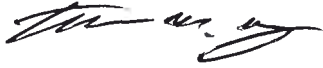
Frank Gall, Jr.
Recorder

Date of institution January 25, 1996

Approved November 14, 1996

Ricardo H. Garcia
Supreme Advocate

Updated by vote of the Council, October 11, 2020.



Thomas R. Gray
Grand Knight



Robert E. Tuset
Recorder

Date of institution, October 11, 2020.

Approved, October 11, 2020.