

**BYLAWS  
OF  
THE SERRA CLUB OF WICHITA, KS U.S.A.**

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**ARTICLE I  
NAME, TERRITORIAL LIMITS AND FISCAL YEAR**

- Section 1.     **Organization Name**  
This organization shall be known as The Serra Club of Wichita
- Section 2.     **Territorial Limits**  
The territorial limits of this club shall be within the Diocese of Wichita, Kansas as approved by National Council where organized and by the Board of Trustees of Serra International.
- Section 3.     **Fiscal Year**  
The fiscal year shall begin on July 1 and end on June 30 of the following year.

**ARTICLE II  
OBJECTIVES AND PURPOSES**

- Section 1.     **Club Objectives and Purposes**
- a. To foster and promote vocations to the ministerial priesthood of the Catholic Church as a particular vocation to service, and to develop appreciation of the ministerial priesthood and of all vowed religious vocations in the Catholic Church.
  - b. To assist its members to recognize and respond in their own lives to God's call to holiness in Jesus Christ and through the Holy Spirit.
  - c. To further Catholicism by encouraging its members, in fellowship, through education, to fulfill their Christian vocation to service.

**ARTICLE III  
MEMBERSHIP**

- Section 1.     **Active Membership**
- a. Membership shall be restricted to practicing Catholic laymen, laywomen and permanent deacons.
  - b. An active member must be able to meet the attendance requirements for club meetings and to perform any committee or club assignments.
  - c. Members under 35 years of age are the same as regular members but Serra Intl. dues are discounted 50% from full dues.
  - d. A spouse member is a spouse of a member. A spouse member's Serra Intl. dues are discounted 50% from full dues.
- Section 2.     **Emeritus Membership**  
If a member has been active in the affairs of the club for a period of at least ten years, but can no longer be active because of age or health, he or she may be excused from the requirements of paragraphs b of Section 1 of Article III and the requirements of Section 1 of Article VIII, by the unanimous vote of the Board of Directors. Such a member shall be designated as a Member

Emeritus. A Member Emeritus shall be entitled to all the rights and privileges of this club except the right to vote and the privilege of holding office. Members Emeritus shall not be required to pay dues and may attend any club event by paying the regular guest fee for the event.

Section 3. New Members

Any member can propose a qualified person for membership by submitting a membership application endorsed by the applicant's pastor together with the sponsor's recommendation to the Vice President - Membership. The Membership Committee shall review the application and the endorsements and after such examination, report the results to the Board of Directors with a recommendation to accept or reject the application. If at least 50% of the whole Board of Directors vote, or consent in writing to the final acceptance, he or she shall then be invited to become a member of the club. He or she shall become such member upon payment of the club dues.

Section 4. Membership Reinstatement

Any former member may be reinstated by the affirmative vote or written consent of not less than 50% of the Board of Directors.

#### ARTICLE IV TERMINATION OF MEMBERSHIP

Section 1. Resignation

Any member may resign his or her membership by so notifying the President and/or Treasurer in writing, but every member will be expected to pay all dues accrued prior to such resignation.

Section 2. Territorial Requirements and Exceptions

Membership of an active member may be automatically terminated whenever an active member's place of residence or business is outside of the territorial limits of this club. However, the member may formally request, in writing, to retain their club membership upon approval of the Board of Directors.

Section 3. Termination

Any member may be terminated from membership by the Board of Directors should he or she be guilty of misconduct reflecting discredit upon this club, inactivity, or nonpayment of dues and charges.

#### ARTICLE V BOARD OF DIRECTORS

Section 1. Board of Directors Duties

The governing body of this club shall be the Board of Directors, which shall determine the policies and exercise supervision over all officers, members and committees. Its decision can be overruled only by a two-thirds majority vote of the members present at a regular club meeting.

Section 2. Board of Directors Members  
The Board of Directors shall consist of the President, Club Vice President, four Vice Presidents, Secretary, Treasurer, the immediate Past President and three Trustees.

Section 3. Meetings  
The Board of Directors shall meet at least once monthly at a time and place designated by the President. Preferably, these meetings shall be at a time and place separate from the regular club meetings. One-half of the members of the Board of Directors shall constitute a quorum for the transaction of business at any meeting. The Board of Directors may act to suspend or cancel a meeting for valid reasons with the majority consent of the board members.

Section 4. Special Meetings  
Any three members of the Board of Directors shall have the right to call a meeting of the Board on five days' notice, in writing when practicable, to all members of the Board of Directors. Five days' notice is defined – as notification of date, time and place of called meeting five days after an email with read receipt requested is sent to the members. A documented personal telephone call to a member with no email service will be considered as proper notice.

## ARTICLE VI OFFICERS, TRUSTEES AND THEIR DUTIES; ELECTIONS

Section 1. Principal Officers and Trustees

- a. The principal officers of this club shall be a President, Club Vice President, four Vice Presidents, a Secretary, a Treasurer, and the immediate Past President.
- b. The Board of Directors shall also have three Trustees who shall have voting rights equal to the Principal Officers.
- c. At its discretion, the Board of Directors may elect additional officers, and such officers shall perform the duties prescribed by the Board of Directors.

Section 2. President Duties  
The President shall preside at all meetings, appoint all committees, shall be Chairman of the Board of Directors, and shall have such further duties as ordinarily pertain to the President.

Section 3. Club Vice President Duties  
The Club Vice President shall preside and take over the duties of the President in his or her absence, or in the event of vacancy in the office of President.

Section 4. Vice President – Programs Duties  
The Vice President – Programs shall be in charge of all programs, as defined in the club's policy manual or as assigned by the President, presented at the club meetings and shall be chairperson of the Program Committee.

Section 5. Vice President – Membership Duties  
The Vice President – Membership shall be in charge of all activities, as defined in the club's policy manual or as assigned by the President, affecting the club's membership including membership recruitment, retention of existing members, orientation and induction programs and shall be chairperson of the Membership Committee.

- Section 6. Vice President – Vocations Duties  
The Vice President – Vocations shall be responsible for all vocation activities, as defined in the club’s policy manual or as assigned by the President, performed by the club and shall be chairperson of the Vocation Committee.
- Section 7. Vice President – Communications Duties  
The Vice President – Communications shall be responsible for all internal and external communications, as defined in the club’s policy manual or as assigned by the President, public relations efforts and shall be chairperson of the Communication Committee.
- Section 8. Secretary Duties  
The Secretary shall record all proceedings of meetings of the Board of Directors. He or she shall maintain a current roster of members, shall be custodian of all Board of Directors records, and shall have such further duties as ordinarily pertain to the office of Secretary.
- Section 9. Treasurer Duties  
The Treasurer shall be chairperson of the Finance Committee. He or she shall bill and collect all dues, keep all financial records, books and accounts, and have custody of all funds of the club. He or she shall render periodic reports on the financial position of the club as directed by the Board of Directors, attend to the payment of all bills and obligations, and have such further duties as ordinarily pertain to the office of Treasurer. He or she shall deposit all funds of the club in the account of The Serra Club of Wichita, in a bank designated by the Board of Directors.
- Section 10. Trustees  
Trustees shall perform all duties as defined by the club policy manual or as assigned by the President.
- Section 11. Nominations
- a. Nominations for election of principal officers and Trustees shall be made by a nominating committee appointed by the President, not less than one month prior to the election. This committee shall consist of not less than three members and not more than of five members appointed by the President and shall present its report at the last meeting of the members prior to the meeting at which election is to take place. It shall nominate one candidate for each of the principal offices and for each vacancy on the Board of Directors.
  - b. Further nominations may be made from the floor at the time of the election.
  - c. Nominees shall agree, as a condition of nomination, to attend the Spring District Leadership Conference.
- Section 12. Election
- a. All Principal Officers shall be elected for a term of one year.
  - b. One-third of the Trustees shall be elected each year for a term of three years.
  - c. Elections shall be held at a meeting in March of each year. Officers and Trustees shall be inducted prior to the first meeting in July of each year and their term of office shall then begin and shall end when their successors have been elected and inducted.
  - d. Election shall be by secret ballot as to any office for which there may be a contest. Each member present shall be entitled to one vote and the candidate who received the largest number of the votes cast on the first ballot shall be elected.

- e. In the event of a vacancy in any office or on the Board of Directors, the Board of Directors shall have the power to fill such vacancy for the unexpired term, except in the office of President.

## ARTICLE VII CHAPLAIN

- Section 1. **Chaplain Selection**  
The Board of Directors shall request a Chaplain be appointed by the Ordinary of the Diocese of Wichita, Kansas. His duties shall be advisory on Church and spiritual matters. He shall be a non-voting ex-officio member of the Board of Directors.

## ARTICLE VIII MEETINGS AND ATTENDANCE

- Section 1. **Regular Club Meetings**
  - a. Regular club meetings shall be held at least semi-monthly, preferably at mealtimes, at such time and place as shall be determined by the Board of Directors.
  - b. Every active member should try to attend every meeting and club function.

## ARTICLE IX AFFILIATION OF SERRA INTERNATIONAL COUNCILS, REGIONS AND DISTRICTS

- Section 1. **Affiliation**  
This club is affiliated with Serra International and shall in all things cooperate with Serra International, the USA Council, Region and District organizations. It is the express intention of the club to maintain its affiliation in good standing with Serra International and to be permanently bound by its constitution, bylaws and any amendments thereto, which may, from time to time, be adopted.
- Section 2. **Delegates**  
The Board of Directors shall elect a delegate, and an alternative delegate, or if necessary, a proxy delegate, to represent this club at the annual convention of Serra International. Such election shall take place at least 60 days in advance of the opening meeting of the annual convention. The credentials of such delegate, alternate delegate, or proxy delegate, shall be evidenced by signature of the President and the Secretary of this club and shall be mailed to Serra International not less than 30 days prior to the opening date of the convention.

**ARTICLE X  
REVENUE**

- Section 1. Annual Dues
- a. The Board of Directors shall take action each year to review the membership dues and establish the dues assessment.
  - b. Annual dues, billed in advance, shall be billed quarterly by the club Treasurer. Dues assessed by and collected for United States of America Council (USAC) and Serra International shall be regularly forwarded to their respective offices. The specific amount of club dues shall be set and recorded in the club's Policy Manual and members shall be notified accordingly.
- Section 2. Levies  
This club shall have no power to levy any compulsory assessment for funds upon its members.

**ARTICLE XI  
COMMITTEES**

- Section 1. Standing Committees  
The standing committees of the club shall be Programs, Vocations, Membership, Communications and Finance.
- Section 2. Special Committees  
In addition, there shall be such special committees as may be designated by the President which shall serve at the will of the President.
- Section 3. Ex-Officio Member  
The President shall be ex-officio a member of all committees.

**ARTICLE XII  
FUND-RAISING TO PROMOTE THE  
OBJECTIVES AND PURPOSES OF SERRA**

- Section 1. Fund Raising  
While no Serra Club may devote itself to fund-raising as an objective, each Serra Club, at its discretion, may conduct activities to raise funds to assist it in promoting the objectives and purposes of Serra International. All income, after expenses, raised from such fund-raising activities, shall be utilized for the purposes of furthering the objectives and purposes of Serra International, as determined by the Board of Trustees of Serra International
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ARTICLE XIII  
ADOPTION AND AMENDMENTS

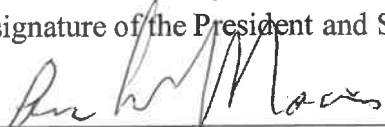
Section 1. Adoption

Adoption applies to the adopting of the bylaws for a newly formed Serra club, or a complete rewrite of the club bylaws, such as when directed by Serra International. Adoption shall be by the Board of Directors and then presented to the membership at the last meeting preceding the meeting at which the bylaws will be voted on by the members. Two-thirds of the members present, and voting shall be required to adopt the bylaws.

Section 2. Amendments

- a. These bylaws may be amended only by a two-thirds vote of the active members of this club present and voting at a regular meeting.
- b. Proposed amendments shall be filed with the Secretary, in writing, and a written resolution proposing such amendments shall be introduced by the President at a regular meeting and action thereon deferred to the following meeting.
- c. Written notice is to be sent by the Secretary to all active members (may be included in the club newsletter), incorporating a copy of the proposed resolution and advising that the same will be acted upon at the next meeting.
- d. Such amendments shall not become a part of the bylaws until the same have been submitted to and approved, in writing, by the Board of Trustees of Serra International.

These foregoing local club bylaws were adopted by a majority vote of at least two-thirds of the members present and voting at a regular meeting of the membership on July 17, 2024, to certify which witness the signature of the President and Secretary of said club, this 21<sup>ST</sup> day of AUGUST, 2024.

  
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Archie Macias, President

  
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Mel Werner, Secretary