

Constitution

ARTICLE 1

Section 1. This organization shall be known as THE POLISH ROMAN CATHOLIC UNION OF AMERICA AND ST. MICHAEL'S FRATERNAL ORGANIZATION LODGE NO. 78, located at 1890 Henry Street, Muskegon, MI

ARTICLE 2

Section 1. The aim of this organization and society is unity- that is; all members of this society should work together as brothers and sisters.

Section 2. All Members of this organization and society shall be composed exclusively of members of P.R.C.U.A. and members of St. Michaels Society Lodge NO. 78 [also belong to P.R.C.U.A. 78 Sports and Youth.](#)

Section 3. The aims of this society are to organize all Polish nationality and other Catholic groups in one strong and sound fraternal organization to uphold Polish principles and with other Polish organizations carry on patriotic and Catholic welfare. Give a helping hand to sick members and to organize the younger generation to the Polish society so they will carry on with the Polish tradition.

Section 4. All candidates can be persons Birth to 60 years of age, in good health, body, and mind. All candidates signing for membership in this organization age 45 to 60 may required a medical examination. No examination is required from age 16 to 45. [All nationalities of the Catholic religion can belong to this society.](#)

MEMBERS CLASSIFICATION

Section 5. All members that are insured in P.R.C.U.A. , all members that belong to [Sports And Youth](#) and all minor members that belong to P.R.C.U.A.

Section 6. All application blanks for membership to P.R.C.U.A. must be filled out by the main office of P.R.C.U.A. and by St. Michaels Society No. 78.

Section 7. New candidates must be recommended to the society by a member of good standing in this society.

Section 8. To accept new candidates for membership to P.R.C.U.A., St. Michaels Society [and Sports and Youth](#) shall require a majority vote of all members present at the meeting to elect such a candidates to membership.

Section 9. New members when accepted to society must be initiated by The President at a regular meeting.

Section 10. Every member of this organization must pay [his or her](#) dues regularly to the Financial Secretary.

Section 11. Any member who is two months delinquent in pay his or hers dues, shall stand suspended until they are reinstated to full membership. The member must pay such penalties as provided in the By-Laws.

Section 12. Any member who treats an officer, brother [or sister](#) of this society with disrespect or using language unbecoming a brother or sister shall be prosecuted. If found guilty, they shall be subject to a fine or discharge from the society.

Section 13. No one shall be admitted to membership in this society who is a member of the communist party.

[Section 14. P.R.C.A. St. Michaels Society NO. 78 may offer social memberships. Any candidate for social membership must be recommended to the society by a member of good standing in this society. No social member will have voting rights at society meetings. All social members will pay society dues as set by The President or as voted by members present at the meeting. Social membership dues are to be set at November monthly meeting and apply to the following year.](#)

ARTICLE 3 SUSPENDED AND REINSTATED

Section 1. Members that are suspended- his of her beneficiary lose all rights to the benefits in this society until they are reinstated. A suspended member must pay all back dues to the society.

Section 2. A member that quits of is discharged from the society and has property in his or her possession that belongs to the society, must return it.

Section 3. A member that has become a [convicted felon](#) automatically is discharged from the society.

ARTICLE 4

Section 1. The regular officers of St. Michaels Society and P.R.C.U.A. shall consist of a President, Vice President, Financial Secretary, Recording Secretary, Treasurer, three Trustees, Sergeant at Arms. **Sports and Youth** shall have a President, Secretary and Treasurer.

Section 2. Officers of this society must consist of good standing members of P.R.C.U.A. and members of St. Michaels Society No. 78

Section 3. The officers shall be nominated at a regular meeting in November or elected at a regular meeting in December. The election shall be by secret ballot. They

shall be installed at regular meeting in January. All officers are to be elected for a term of one year.

Section 4. A member officer before entering into their office shall be given the following obligation by a Chaplain; if a Chaplain is not present an Ex-President will give the obligation to the new officers of this society.

Section 5. (Full name) Do hereby sincerely pledge my honor to perform my duties of my office as prescribed by the Constitution and By-Laws of P.R.C.U.A. and by St. Michaels Society No. 78, I will deliver to my successor in office all books, papers, and other property of this organization that may be in my possession at the close of the official term. So help me God!

OFFICERS DUTY

Section 1. President shall preside and preserve order at all meetings of this society, according to the Constitution and By-Laws and Parliamentary rules. He has the right to call a special meeting in case of member's death. Sign all orders on the treasury as authorized by the society or other notices to the bank as required. Appoint all committees not otherwise provided for and transact other business as may be the right pertaining to the office.

Section 2. Vice President shall perform the duties of the President in case of his absence and help carry on with the rules of the order. He must preserve the inventory and figures.

Section 3. Financial Secretary shall receive and keep a record of all moneys paid into the society. He/She shall then turn all money over to the Treasurer with a receipt. He/She shall keep an accurate record of the names and addresses of all the members. He/She shall sign all due books with his name that he/she has received the money from the member. He/She will make a report at the regular meeting of suspended or reinstated members. He/She shall have a society stamp in his/hers possession. He/She shall inform all members in writing before they are suspended. Financial Secretary shall be a bonded officer.

Section 4. Recording Secretary shall keep a correct record of the proceedings of the meeting and carry on all correspondence connected with the business of the society. Keep a record of the attendance of the officers at the meetings. He/She shall record income and expenses of the society. He/She shall send a notice to all members that the society will have a special meeting.

Section 5. Treasurer shall receive all money from the Financial Secretary giving a receipt thereof. Deposit all funds received in the bank and prepare all checks or other notices for the payment of money that is required by the bank and will cover duly authorized orders. [Treasurer shall receive all money from the bar manager on a monthly basis less start up money as directed by the trustees.](#) He/She will report income and expenses and condition of the treasury of this

society as will be directed. Treasurer and Secretaries must submit their books and vouchers to the trustees whenever required for audit. Treasurer shall be a bonded officer.

Section 6. Trustees shall have supervision over all properties of the society. They shall audit the account books every three months and report the results of such to the next regular meeting. Trustees shall carefully check all bills presented to them for payments and make recommendations to the officers of the society.

Section 7. Sergeant at Arms shall take charge of the door and aid the President in preserving order when call upon to do so, and shall conduct candidates of membership at the time of their initiation and obligation.

Section 8. The Sports & Youth Committee shall organize all sports teams sponsored by this society. Sponsor a children's Christmas Party each December. The Sports & Youth Committee shall have its own officers and bank accounts, with a maximum balance of \$10,000.00 all monies over that amount must revert to P.R.C.U.A. 78. The Treasurer shall receive all money from Sports & Youth Committee over the allowed balance giving a receipt thereof. Deposit of all funds received in the bank.

Section 9. The Steward (Club Manger) shall keep the building clean and on meetings days he/she shall set the tables and chairs up and have the hall in good order before the meeting. He/She is to care for society property. He/She is to supervise over all things that he/she is charged with. He/She will receive pay for performing his/her duty as agreed with the committees. The Steward (Club Manager) reports to the Trustees as a board at its regular meetings and/or The President as needed. This is an appointed position by the President.

Section 10. The Standing committee of this society shall be the Executive Committee consisting of the regular officers of the society.

Section 11. All officers of this society shall attend all meetings of this organization or will pay such penalty as required by the By-Laws of this society.

Section 12. The executive committee has the power in case of emergency to draw \$ 2500.00 from the Treasurer for society use. The Executive committee has no power to spend society money for the propaganda purposes. There shall be no borrowed money to anybody by the society.

Section 13. This Constitution may be amended by a two-thirds vote at any regular meeting of the society providing the amendment to be voted on has been presented in writing and read at a previous meeting of the society.

Status of Constitution as of July 16, 1912, revised August 6, 2009

ARTICLE I

Section 1. The meeting of the St. Michaels Society Lodge No. 78 shall meet every second in the month @ 11:00 AM unless the President notifies members and board members of change. Meetings in summer months may be suspended if approved by membership at a prior meeting. Officially all books are closed for the fiscal year December 31.

Section 2. The special meeting may be called by the President or upon written request by seven members in good standing in the society and only the

business for which the meeting was called shall be taken up unless otherwise specified by the majority of the members present.

Section 3. The presiding officer shall have the power to eject any member from a meeting who refuses to obey the rules of order. A quorum shall consist of seven members in good standing as of the previous month.

Section 4. Any member of this society charged with creating a dissention among members against interest and harmony of the society or misappropriating funds shall be tried by a trial committee. Such charges must be in writing and signed by the member making the complaint.

Section 5. Trial Committee: The committee shall consist of ten members appointed by the President, their names will be placed in a box and five names will be drawn. The five members so selected will investigate the charges. This committee shall determine the guilt or innocence of the member tried and shall report to the society.

Section 6. An initiation fee for membership in this society may be set by executive board at November meeting for the following year. Initiation fee shall be paid with the application, membership dues are annually to the society. Insurance payments must be paid to the financial secretary set by policy.

Section 7. Special assessment may be levied if voted at a special meeting of which all members have been duly notified in writing

Section 8. A suspended member to be reinstated to full membership must pay the all back dues.

Section 9 . The officers of St. Michaels Society, when a officer is absent from any three consecutive regularly scheduled meetings as listed in the Constitution, without reasonable excuse he/she shall be automatically expelled from the office. Reasonableness of the excuse to be decided by the Executive Board, Expelled officers shall not be eligible to succeed them selves for one year. When vacancy occurs, nomination shall be held at the regular meeting and election held immediately at the meeting.

Article II

Section 1. Society of St. Michael's Lodge No. 78 has a separate Sports & Youth Committee with a separate bank account and officers. Women's Auxiliary can also have its own bank account and officers. Both committees and must be insurance members of PRCUA.

We are accepting new members to the Lodge, age birth to 60 years old in good health, body and mind. All nationalities of Catholic religion can belong to this society.

St. Michaels's Lodge No. 78 will pay for a Holy Mass that will be said for dead member's souls, and will pay for flowers for dead insurance members.

ARTICLE III MEMBERS' DUTY

Section 1. The members shall be present at all meetings especially on Quartiles', half year, and full year and on Election Day meetings.

Section 2. All members changing their address shall inform the secretary that he/she has a new address.

Section 3. No member will be excused from paying his or her dues to the Society.

Section 4. Any member that is an agent or another Life Insurance Company organizer or officer of a fraternal society can not hold office in this society.

Section 5. All members that belong to the St. Michaels Society No. 78 have all the privileges to be a candidate for an office in this society. He/she must be a citizen of the U.S.A., and must be a member of P.R.C.U.A. and St. Michaels's Society for six months.

Section 6. The member of this society must attend seven meetings in one year before he /she can be a candidate for an office. **If no member meets these criteria the President must nominate a member for the office.**

Section 7. The St. Michaels's Society Lodge No. 78 shall give once a year on All Saints Day, in the Society's name for Holly Mass that will be said for dead members' souls.

Section 8. Members of St. Michaels's Society Lodge No. 78 **may** attend in a body the Holy Communion once a year, around Easter time. After the service in church, members will proceed to the Society's Hall for breakfast and refreshments. The Executive committee shall have the power to designate what Sunday the Holly Communion will be held.

Section 9. Should a member be called upon to do some work for the Society, he/she will receive a reasonable hour rate for their services. The rate must be agreed upon prior to work being performed.

Section 10. The By-Laws may be amended by a two-thirds vote at any regular meeting of the Society, provided the amended to be voted upon has been presented in writing and read at a previous meeting of the Society.

OATH OF NEW MEMBERS

I (Name and Surname), being acquainted with the deep aims and task and lofty ideal of St. Michaels Society enter its fraternal ranks, so that I shall stand loyally in defense of the statutes prescribed by the society and constitution of the Polish Roman Catholic Union of America and all resolutions adopted by majority vote. I also pledge that I shall recognize the administration of the society and the administration of the Polish Roman Catholic Union whose ranks I am now entering, as the highest authority. So help me God.

OATH OF THE CHAIRMAN AND TELLERS FOR ELECTION DAY

I (Name and Surname) , appointed for a teller on election day in St. Michaels Society, I sincerely promise on my word of honor I will perform my duty rightfully and honestly with the constitution and the by laws of P.R.C.U.A. and St. Michaels Society, So help me God.

President opening meeting with prayers.

1. Roll call of officers.
2. Reading of minutes of previous meeting.
3. Reading new application for membership.
4. Obligation of new members.
5. Communication of correspondence.

6. Report of Sports & Youth Committee
7. Report of special committees
8. Report of standing committees, president, vice president, secretary, financial secretary trustees, treasurer.
9. Unfinished business.
10. New business.
11. Nomination, election obligation of officers.
12. Welfare of the Society.
13. Appointment (election) Sports & Youth committee.
14. Adjournment with prayers. President closing admonition with prayers.

RULES OF ORDER

1. On motion , the regular order of business may be suspended by a two-thirds vote of the members present at any time to dispose of any urgent business.
2. Any conversation by whispering or otherwise which is calculated to disturb a member while speaking or hinder the transaction of business shall be deemed a violation of order.
3. When a member wishes the floor, he/she shall rise and respectfully address the chair. If recognized by the chair he/she shall be entitled to the floor.
4. If two or more members rise to speak at the same time, the chair shall decide which is entitled to the floor.
5. A motion to be entertained by the chair must be seconded and the mover and the seconder as well must rise and be recognized by the chair.
6. In presenting a motion, a brief statement of its objections may be made, but no discussion of its merits shall be admitted until the question shall be stated by the chair.
7. A motion shall not be subject to debate until it has been stated by the chair. The motion having been stated by the chair shall announce it as open for debate.
8. Any member having made a motion can withdraw it by consent of his second, but the motion once debated can only be withdrawn by unanimous consent only.
9. A motion to amend an amendment shall be in order, but no motion to amend an amendment to an amendment shall be permitted.
10. Any member may call for the division of question into its component parts for separate action when the sense will admit thereof.
11. Each member when speaking shall confine himself/herself to the question under debate and avoid all personal and indecorous language. He/She shall address his remarks to the chair only.
12. No member shall interrupt another while speaking, except to point to order, when he/she shall definitely state the point, whereupon the chair shall decide the matter without debate.

13. If a member while speaking be called to order he/she shall take his/her seat until the point of order is decided. If decided in his/her favor he/she may proceed.
14. If any member shall feel himself/herself personally aggrieved by a decision of the chair, he may appeal to the Society from the decision.
15. When an appeal is made from a decision of the chair such appeal shall be stated by the chair to the meeting in the following words:
“Shall the decision of the chair be sustained as the decision of this meeting?”

The member will then have the right to state the grounds of his/her appeal and the chair will give the reasons for his/her decision. Thereupon the members will proceed to vote on the appeal without further debate.

16. No member shall speak more than twice on the same question until all members desiring the floor have spoken.
17. The chair shall not speak on any subject except points of order and appeals from the decision of the chair. He/she shall have a vote on all questions before the meeting and in case of tie vote the question shall be declared lost.
18. When debate has been finished or no member rises to speak, the chair shall ask: “are the members ready for the question?”
19. When the chair has commenced taking a vote, no further debate or remarks shall be allowed, unless a mistake has been made, in which case the mistake shall be rectified whereupon the chair shall recommence taking the vote.
20. Before the chair declares the vote on a question any member may ask for a division of house. The chair is then in duty bound to comply with the request and call for a standing vote.
21. Every member present shall vote on all questions before the meeting, unless personally interested or excused by the chair.
22. When a question has been decided and voted on it can be reconsidered only at the same meeting. A motion to reconsider must be made by two members who voted with the majority.
23. When a question is before the meeting no motion shall be in order except the following:
 1. The previous question.
 2. To lay on the table.
 3. To refer or recommit.
 4. To amend.These several motions have precedence in order named.
24. A motion to adjourn shall always be in order except when:
 1. A motion is before the house.
 2. A member has the floor.
 3. The members are voting, or
 4. It has been decided to take the previous question.
25. The following motions are not debatable:
 1. To adjourn

2. To lay on the table and
 3. The previous question and all motions limiting debate.
26. When the previous question is moved and seconded, it shall be put in the following form:
“Shall the main question now be put?”
If this carried all further motions amendments and debate shall be excluded and the question put without delay. Moving the previous question must be carried by a two-thirds vote.
27. If a motion has been amended, the question of the amendment shall be put first. If more than one amendment has been offered, the question shall be put as follows:
1. Amendment to the Amendment.
 2. Amend, then
 3. Original proposition.
28. When a question is postponed indefinitely, it shall not come up again except by consent of two-thirds of the members present.
29. Any points of order not herein covered shall be decided by Roberts “Rules of Order”

Status of the Rules of Order of Polish Union Lodge No. 78