

BY-LAWS OF THE GREATER ST. LOUIS CHAPTER KNIGHTS OF COLUMBUS

Pursuant to Sec. 242 of the Laws of the Order, and all amendments thereof, the Greater St. Louis Chapter Knights of Columbus shall operate under the following by-laws, and, by the adoption of same, hereby revoke and rescind any and all prior by-laws enacted by the Chapter:

- Section 1. This body shall be known as the Greater St. Louis Chapter Knights of Columbus.
- Section 2. The chapter shall consist of three delegates from each council in the Chapter (one of whom shall be the current Grand Knight of said Council and two of whom shall be third degree Knights in good standing of said Council, duly elected at the annual elections of the Council) and three delegates from each Assembly of the Fourth Degree in the Chapter (one of whom shall be the current Faithful Navigator of each Assembly and two of whom shall be Knights in good standing of each said Assembly, duly elected at the annual election of the Assembly).
- A. In May of each year, each Council and each Assembly will be billed dues, which are currently \$50 per annum and subject to change by a vote of the membership. The dues are payable on or before July 1st of that same year. In order for the delegates of the Councils and Assemblies to maintain voting privileges and to hold office in the Chapter, payment of dues must remain current. The State Deputy, Master of the Fourth Degree, State Directors, State Chairmen, District Deputies and Supreme Directors who reside in the State of Missouri, while all are welcome and encouraged to attend the Chapter meetings, do not have the privilege of voting or holding office unless they are duly elected delegates from their Council and/or Assembly.
- B. Each of the above designated delegates, when acting as delegates of the Chapter, is entitled to one vote on all matters subject to approval by voice vote in any election. Any delegate holding multiple delegate status (e.g., a District Deputy who is also Faithful Navigator of his Assembly and a duly elected delegate of his council), shall be entitled to one vote for each delegate position held and may vote cumulatively. The delegate must be present to participate in voice or paper votes and elections. Proxy voting shall not be allowed.
- C. Admittance to all meetings of the Chapter shall be limited to members of the Order who have received the Third Degree. To enforce this restriction, at the beginning of each meeting the Warden shall inspect and vouch that each person present possesses a current traveling card issued to the member, showing him to be a Third Degree member of the Order in good standing.
- Section 3. The general business of the Chapter shall be the discussion and adoption of such matters as shall be considered beneficial to the general welfare of the Order and of the Councils comprising the Chapter, subject to such limitations as expressed in the Chapter Constitution, By-Laws, and laws of the Order.
- Section 4. The officers of the Chapter shall consist of a Reverend Chaplain, President, Vice-President, Secretary, Treasurer, three Trustees, Warden and two Guards. The Chaplain shall be appointed by the President in accordance with any rules established by the Ordinary of the Archdiocese. All other officers shall be elected annually at the first regular meeting in April of each year from the official delegates to the Chapter.
- Section 5. The President shall preside at all meetings and perform such duties as are incident to the office and shall serve as an ex-officio member of all committees.

- Section 6. The Vice-President shall perform all duties of the President in the absence of the President. In the absence of both the President and the Vice-President, any Trustee shall preside at the meeting.
- Section 7. The Secretary shall give appropriate written or digital notice to members of any scheduled meetings of the chapter and retain a record of the proceedings to be made available digitally to Chapter members within two weeks after said meeting and further shall perform such duties as reasonably directed by the President. He shall employ such help and assistance as is needed for the proper execution of the duties of his office, subject to the approval of the President and the Trustees.
- Section 8. The Treasurer shall have and keep custody of all funds of the Chapter in authorized bank accounts, subject to its further direction by vote. He shall make a monthly report of his accounts and transactions. All disbursements shall be subject to approval of the Trustees and shall require the signatures of both the President and Treasurer.
- Section 9. The Trustees shall be empowered to conduct a complete audit of the treasury at such times and places as they deem reasonable. The first such audit shall be conducted within 90 days of the Trustees' election. The Trustees shall further audit the accounts of all committees of the Chapter and report the results of same to the membership at regular meetings. The Trustees shall perform such other duties as assigned by the Chapter as authorized by a proper vote. At the September regular meeting of the Chapter, the Trustees shall present a complete audit report, including a statement of the financial affairs of the Chapter for the preceding council year ended June 30th.
- Section 10. The Warden shall, when directed by the President, ascertain the qualifications of persons in attendance at Chapter meetings.
- Section 11. Regular meeting of the Chapter shall be held on the Fourth Monday of each month, excluding December and May (when occurring on Memorial Day), at such time and location designated by the President. Special meetings shall be held at the discretion of the President or a majority of the regularly elected delegates. Notices of special meetings shall designate the nature of business requiring a special meeting. No other business will be conducted at a special meeting.
- Section 12. A quorum shall exist when the number of delegate votes in attendance equals or exceeds one-third the number of Councils within the Chapter as determined by the Secretary.
- Section 13. During any meeting, no member shall be permitted to speak more than twice on any subject under discussion, unless consented to by two-thirds of the members present.
- Section 14. Robert's Rules of Order shall govern the proceedings of all Chapter meetings.
- Section 15. The order of business at all regular Chapter meetings shall be:
- A. Call to order and verification that all in attendance are in possession of a valid 3rd Degree membership card.
 - B. Prayer
 - C. Pledge of Allegiance
 - D. Roll call of officers
 - E. Minutes of previous meeting
 - F. Treasurer's report
 - G. Bills and communications

- H. Committee reports
- I. State reports (officers, directors, and chairmen)
- J. Council and District reports
- K. Unfinished business
- L. New business
- M. Chaplain's message
- N. Good of the Order
- O. Closing prayer
- P. Adjournment

The President shall have discretion to revise, amend or dispense with the order of business as he deems necessary for the orderly transactions of business.

- Section 16. All funds necessary to conduct the business of the Chapter shall be procured from the Councils comprising the Chapter. Such funds may be obtained by an annual assessment on each Council, by a voluntary collection from the members of the Councils or by such other sources as may be deemed appropriate by Chapter officers.
- Section 17. Any Councils represented in the Chapter who fail to pay a regular assessment or other charge from the Chapter within ninety days after due and payable, shall be subject to suspension from participation in any privileges of the Chapter until such assessment and other moneys due the Chapter are paid in full.
- Section 18. Any motion, for the appropriation of funds of the Chapter up to and including \$250 for any purpose other than ordinary current expenses of the Chapter, must be presented for discussion and a vote at a regular Chapter meeting or a special meeting called for such purpose. Any motion for the appropriation of funds of the Chapter in excess of \$250 must first be presented in writing as a resolution of intention to pay at a regular Chapter meeting or a special meeting called for such purpose and voted on and approved at a subsequent meeting. The motion shall require a majority vote of the delegates present for approval.
- Section 19. The Committees shall be as designated and members thereof assigned by the President.
- Section 20. All Committees appointed to conduct fund raising for charity or for the Chapter's general fund shall be required to make a final report within 60 days at a regular Chapter meeting or a special meeting for such purpose. Immediately at the conclusion of said report, the Committees shall turn over to the Treasurer all funds raised and profits realized.
- Section 21. Amendments to these by-laws shall be presented in writing at any regular meeting of the Chapter, but shall not be acted on until the next regular meeting. Such proposed amendments shall also be posted online for the viewing of all delegates one month in advance of the second regular meeting. A favorable vote of two-thirds of the delegates present and voting shall be necessary for the adoption of such proposed amendments.
- Section 22. Pursuant to the laws of the Order and the rules and regulations promulgated by the Supreme Board of Directors, the State Deputy, by virtue of his office as Chief Executive Officer of the Order in the Jurisdiction of Missouri, shall have the same general control over the organization and management of this Chapter as he maintains over the subordinate Councils, and he shall, in the exercise of the general powers of his office, be responsible for the adoption of rules and regulations pursuant to these by-laws which are not in conflict with the rules and laws of the Order.

David Bramman, President

Kurt Sommerhauser, Secretary

Adopted this 28th day of July, 1997

Section 18 amended this 23rd day of February, 2009

Section 2 amended this 26th day of October, 2009

Section 4 amended this 26th day of March, 2018

Section 7 amended this 26th day of March, 2018

Section 9 amended this 26th day of March, 2018

Section 21 amended this 26th day of March, 2018