

By-Laws
Of the
Women of St. John's
Custer, South Dakota

Article I-Name

The name of this body shall be the "Women of St. John's "

Article II-Purpose and Function

Section 1. Purpose

The purpose of this group is to provide services to the parish with Christian love and extending out to the larger community. This ministry embraces prayer through service.

Section 2. Function

The ministry of the Women of St. John's shall embrace the following areas:

- A. Fellowship- To bring the members of our parish family together to celebrate our faith
- B. Hospitality- To host parish events, receptions, funerals, etc.
- C. Outreach- To welcome and reach out to those who are in need or at a distance from the parish family
- D. Spirituality- To foster the spiritual growth of the women and of all in our parish

Article III-Membership and Officers

Section 1- Membership

The Women of St. John's shall consist of all the women of the parish

Section 2- Officers and Duties

The following officers with their respective duties shall be selected from among the Women of St. John's

- A. President
 1. Call regular meetings
 2. Chair all meetings
 3. **Communicate with Pastor and Parish**
- B. **Co-President and/or Vice President**
 1. **Share the duties of the President**
 2. **Assist the President**
 3. **Assume the duties of the President in their absence**
- C. Secretary
 1. Keep a true and complete record of the proceedings of the group
 2. **Provide a copy of the minutes to the Web Master, Parish Council Rep, and officers**
 2. Administer all correspondence and communications of the group
- D. Treasurer
 1. Keep a true and complete record of the finances of the Group
 2. Administer the funds as determined by the **officers**
- E. Parish Council Representative
 1. Represent the group in the Parish Council

2. Liaison between the group and the Parish Council
3. This representative by be presently serving on the Parish Council or appointed by the officers

Section 3. Term of office for Officers

1. **All officers of the group shall be elected for a one year period (Jan.-Dec.) with an option to serve additional consecutive terms.**

Article IV-Procedures

Section 1 Meetings

1. **Regular meetings shall be four times per year as determined by the officers**
2. **Additional meetings may be called by the President or any officer as needed**
3. Meetings shall be conducted according to a simplified form of “Robert’s Rules of Order”-the spiritual principles of mutual love and respect will dominate

Section 2 Committees and Workgroups

The Women of St. John’s shall create committees and workgroups as needed to accomplish its mission and shall designate their chairpersons

Article V- Amendments

Section 1 **By-Laws Amendments**

These bylaws may be amended by a majority of the members attending the meeting at which the bylaws are proposed. Proposed amendments will be posted on the website, available at church entrance and the parish center and sent through email. giving members adequate notice concerning the proposed changes.

Article VI-Ratification of the **By-Laws**

1. Schedule meeting for any concerns and questions from the members
2. Majority vote of the members present at the meeting
3. **Presentation to the Parish Council**
4. Approval of the Pastor or Administrator
5. **The signature of the Pastor or Administrator ratifies these by-laws. Any previous by-laws are thus rendered null and void.**

Ratification

Approved by the Women of St. John’s

_____ Date

_____ President

Pastor

_____ Date

_____ Pastor