

CONSTITUTION AND BY-LAWS  
OF THE  
ST. JOHN'S DRY RIDGE CATHOLIC YOUTH ORGANIZATION

ARTICLE I            NAME

The name of this organization shall be the St John's Dry Ridge Catholic Youth Organization, hereinafter called St. John's CYO.

ARTICLE II           AFFILIATION

St. John's CYO shall be affiliated with St. John's Dry Ridge Parish, located at 5361 Dry Ridge Road, Cincinnati, Ohio 45252.

ARTICLE III           MISSION

The mission of St. John's CYO shall provide a Christian environment whereby the youth of the parish are afforded an opportunity to participate in athletic activities. Through these activities, the program shall emphasize instruction, good sportsmanship, safe competition, and team unity. St. John's CYO shall maintain an organizational structure and raise funds for equipment, facilities, and any other purpose consistent with its mission.

ARTICLE IV           MEMBERSHIP

Any current registered parishioner, 18 years of age or older, of St. John's Dry Ridge Parish, or any individual who is a legal guardian of a registered minor child, shall be eligible to become a member of the St. John's CYO (a "Member"). To become a Member, such parishioner or other eligible person must complete a St. John's CYO Membership Form. Any exceptions concerning membership must be approved by the Board of Directors. Voting eligibility shall be granted to only members in good standing.

ARTICLE V            GOVERNING BODY

A.      Board of Directors

The governing body of St. John's CYO will consist of five (5) members elected from the general membership, collectively hereafter referred to as the "Board". The five members of the Board shall fill the following positions: President, Vice President, Secretary, Treasurer, and Trustee. The initial term for the Board members shall be as follows: President – 1 year, Vice President – 2 years, Secretary – 1 year, Treasurer – 2 years, and Trustee – 1 year. The term for each position in subsequently shall be for two years, coinciding with the parish's fiscal year. Election of new board members shall occur at the last meeting of the fiscal year. Adequate notice of meetings for nomination and voting shall be provided to members.

ARTICLE V GOVERNING BODY (Continued)

B. Duties of the Board of Directors

1. Policies, procedures, by-laws, activities, expenditures and/or team rules shall be established, published, and revised as needed under the supervision and guidance of the Board, and voted upon by the membership.
2. The Board shall have final authority on appeals resulting from the review process outlined in the Policy Statement regarding matters of discipline. Such action shall require a majority vote of the Board.
3. The Board may fill unexpired terms of office by appointment, to be held until the next election. A simple majority vote of the remaining Board members is required.

C. Duties of the Officers

1. President - The President shall have the primary responsibility for the operation of St. John's CYO. The President shall preside at all Board and general membership meetings. The President shall be an ex-officio member of all CYO committees with the right of attendance and discussion.
2. Vice President - The Vice President shall assist the President in the overall operation of St. John's CYO. In the absence or incapacity of the President, the Vice President shall exercise all powers of the President. The Vice President shall represent St. John's CYO on the Pastoral Council, if needed, and shall be a liaison between St. John's CYO, St. Johns Athletic Association, and the Parish whenever Parish facilities are involved.
3. Secretary - The Secretary shall be responsible for establishing and maintaining CYO records, correspondence, and minutes from Board of Directors meetings.
4. Treasurer - The Treasurer shall be responsible for maintaining the financial records of St. John's CYO finances. The Treasurer will be responsible for receiving all revenues and for paying all team, league, or other St. John's CYO expenses which are properly presented and approved. The Treasurer shall report to the Board as needed and to the general membership at general membership meetings. Treasurer shall also have signature access to all bank accounts. Archdiocesan and parish financial policies will be followed.
5. Trustee - The Trustee shall be responsible for all duties assigned by the President.

ARTICLE VI PARLIAMENTARY AUTHORITY

The Rules contained in the Modern Edition of "Robert's Rules of Order" shall govern St. John's CYO in all cases where they are not inconsistent with these bylaws and any special rules of order St. John's CYO may adopt.

ARTICLE VII MEETINGS

- A. General membership meetings shall be held at least quarterly, and/or as otherwise deemed necessary by the President. Adequate notice shall be given in the form of an announcement in the weekly bulletin and/or at the previous meeting. A quorum, as defined in the Policies and Procedures, must be present in order to conduct any such general membership meeting.
- B. Board meetings shall be held, if necessary, or as otherwise designated by the President.
- C. The order of business shall be:

ARTICLE VII            MEETINGS (Continued)

1. Prayer
2. Minutes – previous general and/or Board
3. Treasurer report
4. Board, coordinator and committee reports
5. Unfinished business
6. New business
7. Adjournment

ARTICLE VIII            RATIFICATION

- A. The approval of the general membership shall be required before this Constitution can be presented for ratification. A reading will be held at a general membership meeting, and a vote will take place after the reading. A two-thirds (2/3) majority vote of the Members present is necessary.
- B. Ratification of this Constitution shall be authorized by the Pastoral Council or the appropriate Committee representing Council in these matters.

ARTICLE IX            AMENDMENTS

Amendments to this Constitution shall be presented in writing by a member of the Board at two consecutive meetings of the Board of Directors and one regular membership meeting and voted upon by Members in good standing. The proposed amendment is considered adopted upon approval of a two-thirds (2/3) majority of the Members present. The amendment shall be submitted to Pastoral Council or the appropriate sub-committee for their consent.