

CONSTITUTION AND BY-LAWS

OF

**ST. MICHAEL'S
HOLY NAME SOCIETY
& MEN'S CLUB**

Established October 20, 1902

Church of St. Michael
337 East Hurley
West St. Paul 55118, Minnesota

Revised January 1992

Constitution and By-Laws
Of
St. Michael's Holy Name
Society

Article I – Name

This organization shall be known as the St. Michael's Holy Name Society.

Article II – Purpose

Section 1. General. The general purposes of this Society shall be:

1. Promoting the Spiritual welfare of the people of the parish by encouraging and assisting them to observe the practices of the Confraternity of the Most Holy Name of Jesus, namely, the frequent reception of the Sacraments, the honoring of the most Holy Name by an active religious life, and the working against all things which offend the most Holy Name.
2. Fostering the observance of the promises contained in the Holy Name Pledge.
3. Assisting members to participate more intimately in the life of the church, the actions of which are Catholic Action.

4. Cooperating with the Archdiocesan Union of Holy Name Societies in the execution of all works entrusted to it by the Most Reverend Archbishop.
5. Performing such special works as are assigned to it by the Reverend Pastor or the Spiritual Director.

Section 2: Specific. The Specific purposes of this Society shall be:

1. Receiving corporate Holy communion on the second Sunday of each Month at Mass chosen by the general membership with the approval of the Pastor.
2. Educating the members, through lectures and study club programs, in the works of the Lay Apostolate.
3. Sponsor an annual day of recollection each year for the parish to be held at the parish church. Date and schedule to be left to the discretion of the Pastor.
4. Spiritually fostering the Apostolate of the Catholic Press. This includes the official Archdiocesan and Holy Name publications; encourage the distribution of Catholic literature and working against the display and sale of immoral literature.
5. Doing all other things in the Apostolate of lay action according to the mandate given by the Most Reverend Archbishop.

Article III – Members

Section 1. Eligibility: All men of the parish 18 years of age and over who are in good standing with Ecclesiastical Law may be participating members and thus receive all spiritual and material benefits of this Society.

Section 2. Men who are not in good standing with Ecclesiastical law are urged to become members of the Holy Name Society but cannot receive any benefits nor may they hold elective or appointive offices.

Section 3. Each member shall be asked to make an annual contribution as determined by the membership. This annual membership fee may be increased upon approval of the Pastor and officers after voice vote of members at any regular meeting.

Section 4. Annual dues will be payable in the month of January. Members become delinquent if dues for the current year are not paid by June 1 and thus forfeit all rights and privileges of the Society. They may be reinstated at any time by paying the annual dues for the current year.

Article IV – Officers

Section 1. Ex-Officio. The Reverend Pastor, shall be, ex-officio, an officer of this Society.

Section 2. Elective. The President, Vice-President, Secretary, Treasurer and Marshal shall be elective officers of this Society.

Section 3. Appointee. The Chairman of the Standing Committees shall be appointive officers of this society.

Article V – Standing Committees

Section 1. The Standing Committees may be Membership and Attendance Committee; Retreat Committee; Program Committee; Sick and Vigil Committee; Catholic Literature Committee.

Section 2. The Society shall establish such additional committees as its welfare and progress demands.

Article VI – Executive Board

The Ex-Officio, Elective and Appointive Officers of this Society along with the previous past president shall constitute the Executive Board.

Article VII

The Government of this Society shall be vested in the Executive Board but all it's actions shall be subject to the approval of the Reverend Pastor.

Article VIII – Elections and Appointments

Section 1. Elections:

1. The President, Vice President, Secretary, Treasurer, and Marshal shall be elected annually by ballot at the regular meeting in the month of December.
2. A majority of ballots cast shall decide an election.
3. All elections shall be subject to confirmation by the Reverend Pastor.
4. The tenure of office shall be one calendar year and no officer shall be elected for more than one successive term. No officer may hold the same office for more than 2 successive years.
5. The officers-elect, upon confirmation by the Reverend Pastor or Spiritual Directors, shall take office at the regular meeting in the month of January.
6. Candidates for office shall be selected by a Nominating Committee. Additional nominations may be made from the floor. No member of the Nominating Committee may be nominated for office by the Committee itself but may be elected from the floor at the time of the election.

7. The Nominating Committee shall be appointed at the regular meeting in the month of November. The Reverend Pastor shall be, ex-officio, a member of this committee. The Nominating Committee shall be appointed by the president. This committee must submit at least two names for each office.
8. In the event of death or resignation of an officer (President excepted), a successor shall be appointed by the Executive Board and approved by the Pastor.

Section 2. Appointees:

1. The Chairman of the Standing Committee shall be appointed by the president subject to confirmation by the Reverend Pastor.
2. The President will be responsible for presenting a proposed calendar year budget for his term at the January meeting.

Article IX – Meetings

Section 1. The regular meetings of the Society shall be held prior to the second Sunday of each month. Meetings in July and August will be held at the discretion of the membership. This meeting date may be changed at any time by the Pastor or with approval by voice vote from the general membership at any regular meeting.

Section 2. The Executive Board meetings will be held at the discretion of its members whenever deemed necessary.

Section 3. Special meetings of the Society and the Executive Board shall be held upon call by the President with the confirmation of the Reverend Pastor.

Article X – Affiliation

This Society shall be a member of the St. Paul Archdiocesan Union of Holy Name Societies and shall pay its per capita assessment to that body annually.

Article XI – Amendments

No amendments shall be made to this Constitution except at a regular meeting of the Society and by a three-fourths' vote of the members present and voting. No amendment shall be made unless a formal notice of the proposed amendment, approved by the Reverend Pastor has been given at the previous regular meetings of the Society. No amendments shall be made to this Constitution which shall conflict with the Constitution of the Archdiocesan Union of Holy Name Societies.

By-Laws

Article I – Duties of Officers

Section 1. The Reverend Pastor shall be the supreme authority of this Society. He shall plan and direct the religious activities, and all other actions of the Society shall be subject to his approval.

Section 2. The President shall:

1. Preside at all meetings of the Society and of the Executive Board.
2. Appoint the Chairmen of the Standing Committees. These appointive offices shall function during the President's tenure of the office.
3. Plan the meetings and activities of the Society and hold the various officers responsible for the activities entrusted to them.
4. Represent the Society at the meetings of the Archdiocesan Union.
5. Sign all official documents and papers of the Society.
6. Perform such other duties as are usually attached to the office of President.

Section 3. The Vice-President shall have all the powers and perform all the duties of the President in the absence of the latter. In the event of the death or resignation of the President, he shall fill out the unexpired term of the President.

Section 4. The Secretary shall:

1. Keep a record of the proceedings of the Society and Executive Board meetings and read these minutes at the following meetings. The minutes of the Executive Board meetings shall be read at the meetings of the Board and at the regular meetings of the Society.
2. Conduct the correspondence of the Society.
3. Notify the members of the date, and time of the monthly Communion and meetings.
4. Receive and file the reports of all committee chairman.
5. Sign all documents, resolutions and papers of the Society.
6. Attend all meetings of the Archdiocesan Union.

Section 5. The Treasurer shall:

1. Collect the annual dues of the members and all other monies of the Society and deposit the same in the Authorized depository, namely First National Bank of West St. Paul.
2. Pay all obligations of the Society after they have been authorized.

3. All checks demand 2 signatures to-wit the Treasurer and the President.
4. Keep a record of all monies received and disbursed.
5. Present a report of the financial condition of the Society at all meetings of the Society.
6. Assist the President in preparing a proposed calendar year budget for his term prior to the January meeting.

Section 6. The President and Secretary shall represent the Society at all meetings of the Archdiocesan Union and shall present a report of its proceedings at the regular meeting of this Society.

Section 7. The Marshal shall direct all processions of the Society, carrying the Holy Name banner at the head of such procession. He shall be responsible for proper care and custody of the banner. He shall maintain order at all the meetings. He shall also keep under his custody all supplies of the Society and distribute them to the proper officers upon their request.

Section 8. The Executive Board shall under the authority of the Reverend Pastor supervise and promote the activities of the Society. They shall appoint an auditing Committee to examine the books of the Society at the end of each fiscal year (December).

Section 9. The Chairman of the Standing Committees shall appoint the members of their committees. They shall direct the work entrusted to the committee and present a report on their activities to the Society.

Article II – Membership and Attendance Committee

Section 1. The Membership Committee shall:

1. Conduct the membership and recruiting of the Society.
2. Publish annually an up-to-date list of all members in good standing.

Section 2. The Membership Committee shall consist of a Chairman, and as many members as he desires to serve under him.

Article II – Retreat Committee

Section 1. The Retreat Committee shall cooperate with the Laymen's Retreat Movement in promoting annual closed retreats for members of the Society on an individual basis.

Section 2. The Retreat Committee shall sponsor the annual day of recollection on the parish level for all men of the parish both members and non-members and be responsible for all necessary arrangements.

Section 3. The Retreat Committee shall consist of a Chairman and as many members as he desires to assist him.

Article IV – Program Committee

Section 1. The Program Committee shall arrange the Educational and Entertainment programs for the meetings of the Society; secure speakers for the meetings from the Speakers Bureau, supervise all physical arrangements for the meetings and other special activities, notify the parish bulletin of the planned program for each meeting and the Diocesan paper of all special activities conducted by the Society.

Section 2. The Program Committee shall consist of a Chairman and as many members as he desires to assist him.

Article V – Sick and Vigil Committee

Section 1. The Sick and Vigil Committee shall:

1. Visit the sick members of the Society.
2. Promote the attendance of the members at the vigils for deceased members.
3. Arrange for one Mass to be said for the deceased member on behalf of the Society and leave a Mass Card at the wake. The offering for the Mass must be given directly to the priest. Check should be procured from the Treasurer.

4. Arrange to have the regular second Sunday communion Mass (whenever possible) offered for all living and deceased members of the parish Society. Check should be procured from Treasurer.

Article VI – Catholic Literature Committee

Section 1. The Literature Committee shall promote the distribution of Catholic Literature, notable pamphlet literature, and the papal encyclicals among the members.

Section 2. The Literature Committee shall work against distribution, sale and display of immoral literature.

Section 3. This committee shall encourage the circulation of the official Diocesan and Holy Name publications among members of the Society.

Section 4. This committee shall consist of a Chairman and as many members as he desires to assist him.

Article VII – Quorum

Transactions of the Society will be governed by a majority vote of those present at any given meeting. In case of a tie vote the president may cast the deciding vote.

Article VIII – Amendments

No amendments shall be made to these By-Laws except at the regular meetings of the Society and by a three-fourths' majority of the members present. No amendment shall be made unless a formal notice of the proposed amendment, approved by the Reverend Pastor has been presented at the previous regular meeting.

Article IX – Parliamentary Authority

Robert's Rules of Order (Revised Edition) shall govern in all cases wherein they do not conflict with the rules of the Society and of the Archdiocesan Union of Holy Name Societies. No new item of business shall be presented at any meeting unless it shall have been submitted to the Secretary at least two days before the date of the meeting.

Standing Rules

The following order of business shall govern the meetings of the Society:

1. Call to Order.
2. Recitation of Holy Name Pledge and Roll Call of Officers.
3. Minutes of previous regular meeting of Society.
4. Minutes of Executive Board meeting.
5. Correspondence.
6. Treasurer's report.
7. Reports of Standing Committees.
8. Reports of Standing Committees.
9. Old (unfinished) business.
10. New Business.
11. Speakers - or other planned activity.
12. Pastors Comments.
13. Adjournment by recitation of a prayer.

Revised Constitution and By-Laws submitted and approved at the monthly
meeting of St. Michael's Holy Name Society

_____, 1991

Special Benefits of the Holy Name Society

In addition to the personal and social good which membership promotes, it also secures for its members other spiritual privileges. Every member, while he is faithful to his obligations, shares in all good works, Masses, the preaching, the teaching, the manual labor of the Dominican Order. This includes a share in thirty-three Masses which each Dominican is bound to say every year for the souls of the departed brethren.

Plenary Indulgences

For members, who being truly contrite, confess, communicate and pray for the Pope's intentions, a plenary indulgence as follows:

1. On the day of enrollment.
2. On the Feast of Circumcision if they assist at all or part of the divine service in a church, chapel or oratory of the Society.
3. On the second Sunday of each month for taking part in the procession in honor of the Holy name, which indulgence may be gained on any other Sunday if the procession be transferred to it.
4. Once a month, on any day at choice, for those who spend half or quarter of an hour daily during the month in mental prayer.
5. On the four anniversaries of the dead, for assisting at the services in Dominican churches.
6. Once a year, for those who in commemoration of our Lord's withdrawal into the desert, spend forty days in prayer, mortification, and silence.
7. At the moment of death, for those who, having confessed with true sorrow, and received the blessed Eucharist, or who, being at least contrite, call on the Holy Name of Jesus devoutly with their hearts if they cannot with their lips, and commend their souls to God.

Partial Indulgences

1. Each time the members spend half an hour in mental prayer, 7 years and 7 quarantines; 100 days, if only a quarter of an hour.
2. For members who, having confessed with true sorrow, and received Holy Communion, visit the alter of the Most Holy Name in a church of a Society on the second Sunday of the month (or any other Sunday to which the procession is transferred) and pray for the Popes' intentions, 7 years and 7 quarantines.
3. For those who carry about them a representation of the Most Holy Name of Jesus and say five times with contribution and devotion, the Glory be to the Father with the prayer, May the most Holy Name of Jesus be blessed forever and ever, 300 days once a day.
4. For hearing Mass at the alter of the Holy Name in a church of the Society on the second Sunday of the month (or any other Sunday to which the procession is transferred), and praying for the Pope's intention, 200 days. This indulgence may also be gained by assisting of the procession and praying for the intention of the Holy Father.
5. An indulgence of 100 days as often as the member performs any of the following pious works: viz: a) Giving a charitable admonition to blasphemers, and those who swear thoughtlessly and rashly. b) Being present at Mass and other sacred functions in the church oratory, or at the altar of the Society. c) Being present at public or private meetings of the Society. d) Taking part in procession of the Blessed Sacrament when carried to the sick, or on other occasions; or if hindered from taking part in the procession, saying on Our Father and Hail Mary for the sick, when the bell rings. e) Assisting at extraordinary processions, authorized by the Bishop of any confraternity. f) Assisting at funeral obsequies. g) visiting the sick and helping with their needs. h) Giving hospitality, alms, or help to the poor.

i) Making peace with their own enemies. j) Getting others to be reconciled with theirs. k) Saying the Our Father and Hail Mary five times for the souls of deceased members of the Society. l) Bringing back sinners to the way of salvation. n) Any other good or charitable work.