BY-LAWS

ARTICLE I
Name

This organization shall be known as the Missouri State Council Knights of Columbus Ladies Auxiliary.

ARTICLE II
Object

The objects of this organization shall be:
1. To promote sociability among the members.
2. To assist in promoting the welfare of the Missouri State Council of the Knights of Columbus.
3. To promote charitable activities.

ARTICLE III
Membership

1. Membership in the Auxiliary may be:
   a. Wives of Knights in good standing
   b. Mothers of Knights in good standing
   c. Daughters (18 years & older) of Knights in good standing
   d. Columbus Girls in good standing who transfer their membership within ninety (90) days of their eighteenth (18th) birthdays.
   e. Members of Religious Orders, in good standing with their Order.
2. If a Knight dies while in good standing, his wife, mother or daughter may retain her membership. Additionally, the widow of a deceased Knight, who was in good standing with his council at the time of his death, may be accepted into membership in the Auxiliary in the event that she has not remarried.
3. Any member of the Ladies Auxiliary shall forfeit her membership in the event the Knight, through whose affiliation she was accepted into the Ladies Auxiliary, should withdraw or be suspended.
4. Remarriage of a wife of a deceased member of the Knights of Columbus to a non-member of the Knights of Columbus shall cause her to forfeit her membership, unless her husband joins the Knights of Columbus within ninety (90) days of the marriage.
5. Members whose dues are in arrears for ninety (90) days shall be suspended, five (5) days after proper notice by the Secretary.

6. The membership roster shall be submitted to the Financial Secretary of the affiliate Council Knights of Columbus for approval. Names of subsequent applicants shall be submitted to the Council Financial Secretary for approval prior to action by the Auxiliary.

7. An Auxiliary member who improperly uses the name of her auxiliary, or who purports to represent her auxiliary without obtaining the authority of her Auxiliary, shall forfeit her membership upon the unanimous decision of the State Chaplain, State Deputy and State Council Activity Director.

8. Any auxiliary member who uses or wears the name or insignia of her auxiliary, or of any auxiliary, or any part or portion of such name or insignia not authorized by the membership of that auxiliary, shall forfeit her membership upon the unanimous decision of the State Chaplain, State Deputy and State Council Activity Director.

9. All members in good standing at the time of the ratification of these by-laws shall retain their membership until such time that they are not in good standing.

**ARTICLE IV**

*Dues and Fees*

1. An entrance fee shall not exceed two dollars ($2.00) and membership dues are to be determined by each Auxiliary in its standing rules.

2. Members wishing to be reinstated may do so by paying a reinstatement fee of two dollars ($2.00) in addition to the annual dues of the Auxiliary for the year of reinstatement.

3. Fiscal year of the Ladies Auxiliary shall begin on July 1 and end June 30.

**ARTICLE V**

*Officers*

The elective officers of each Council’s Ladies Auxiliary shall consist of no less than the following: President, Vice-President, Secretary, and Treasurer. Other officers may be added by individual Auxiliaries as they wish.

**ARTICLE VI**

*Elections*

1. Terms of Officers shall be for one (1) year. Consecutive terms shall not exceed two (2) years.

2. Election of Officers shall be held at the regular meeting in May of each year.

3. Nominations and election of officers shall be conducted as follows:
   a. A Nominating Committee of three (3), but not to exceed five (5), shall be appointed by the President, subject to the approval of the majority vote of the officers, at the regular meeting held in March.
   b. The Nominating Committee shall prepare a slate bearing the names of candidates for each office for the election.
   c. No one shall be a candidate whose consent has not been obtained for office.
   d. It shall be the duty of the Nominating Committee to submit at least one candidate for each office at the April meeting.
e. Additional nominations may be made from the floor at the May meeting, provided that the consent of the nominee has been secured.

f. If there is more than one name for any office, the voting shall be by written ballot of the members present.

g. Elected officers assume their duties in July.

h. Vacancies, occurring in any office, shall be filled by the President with the approval of a majority of the remaining officers. Such person or persons, thus appointed, shall hold office only until the next regular election.

i. No vacancy created by the resignation of an elected officer can be filled until such resignation has been submitted in writing and accepted by the officers.

ARTICLE VII
Duties of Officers

1. The President shall preside at all meetings, shall countersign all checks drawn by the treasurer, shall appoint all committees, and except for the Nominating Committee, be an ex-officio member of those committees.

2. The Vice-President shall preside in the absence of the President and shall act as Program Chairwoman.

3. The Secretary shall keep the minutes of each meeting and read same at the following meeting. She shall be custodian of all documents pertaining to her office and conduct the correspondence of the Auxiliary. She shall issue all notices and keep a current roster of the membership.

4. The Treasurer shall keep a current list of members, and collect all dues and fees. She shall notify delinquent members, keep all accounts of receipts and expenditures, receive and deposit all monies belonging to the Auxiliary, and pay out same in such a manner as shall be designated by the Auxiliary and countersigned by the President. She shall make a monthly report of her office and shall cooperate in preparation of semiannual-audits. She shall contact the Financial Secretary of the affiliate Council for the Ladies Auxiliary membership approval as outlined in Article III, Section 6.

ARTICLE VIII
Meetings

1. Regular meetings are to be established in the standing rules.

2. Annual installation of officers shall be held within a reasonable time after the election.

3. For the purpose of conducting the business of the Auxiliary, a quorum shall consist of fifty percent (50%) of the total membership of the Auxiliary, or seven (7) members, whichever figure is lower.

4. Members in good standing (dues current) must be present to vote - with no absentee voting.

ARTICLE IX
By-Laws

1. The State By-Las may be amended by a two-thirds (2/3) vote of the delegates present at the annual meeting, provided that the proposed Amendment is submitted to the State Chair-couple in writing, in petition form, by December 1st.
of each year, and approved by the State Deputy of Missouri before the said annual meeting.

2. Each Auxiliary will be allowed two (2) delegate votes at the annual meeting. One (1) delegate may represent her auxiliary with two (2) votes or two (2) delegates may be authorized with one (1) vote each.

3. Ladies Auxiliaries must submit a copy of their By-Laws to be held on file with the State Chair-couple. Such By-Laws must be approved by the State Deputy to be effective.

4. Any changes in a Ladies Auxiliary’s By-Law must be submitted for approval of the State Deputy prior to being effective.

5. Robert’s Rules of Order shall govern the conduct of meetings of the Ladies Auxiliary as far as applicable.

ARTICLE X
Order of Business

1. Call to Order
2. Opening Prayer and Pledge of Allegiance
3. Roll Call of Officers
4. Introduction of Visitors
5. Reading of Minutes of Previous Meeting
6. Reading of Communications and Bills
7. Treasurer’s Report
8. Reports of Committees
9. Old Business
10. New Business
11. Program
12. Adjournment
13. Closing Prayer

ARTICLE XI
Dissolution

In the event of dissolution of an Auxiliary, the assets shall be forfeited to the affiliate council.

Approved by State Deputy of Missouri on the _____ Day of Month _________ Year ______

_____________________________________________
State Deputy of Missouri