

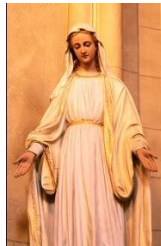
**ST. PETER'S CHURCH
ALTAR AND ROSARY SOCIETY
BYLAWS**

I. NAME

This Society shall be known as the Altar and Rosary Society of St. Peter's Church of Kansas City, Missouri.

II. PATRON

The Patroness of the Altar and Rosary Society shall be the Blessed Virgin Mary under the title of "Mary, Mother of God".



III. MISSION

It is the mission of St. Peter's Altar and Rosary Society to promote the spiritual life of the women of St. Peter's Parish, to promote true Christian charity, the love of God, our neighbor, and Christian family life, to foster love for the house of God and to labor for its care and adornment.

IV. MEMBERSHIP

The Altar and Rosary Society is for all women of St. Peter's Parish.

V. DUES

The annual dues of the Altar and Rosary Society shall be determined by the vote of the membership when a change is requested by the Executive board. The membership year is from July 1st to June 31st. The current annual membership dues is ten dollars.

VI. EXECUTIVE BOARD

Section 1. The executive board shall be no more than 10 members including: Spiritual Director (the Pastor or priest appointed by the Pastor), Treasurer, two Co-Chairwomen (chosen by the board from board members at their first meeting), and Circle Leaders

Section 2. The board members will select an auditor from members of the board to audit the books in June. The auditor can not also be the treasurer.

Section 3: The secretary duties shall be a shared responsibility of the board members. These responsibilities will be rotated on a monthly/as needed basis.

Section 4. All vacancies shall be filled by the Executive Board with the approval of the Pastor.

Section 5. A quorum of the Executive Board shall be five.

VII. DUTIES OF THE BOARD

Section 1. The Co-Chairs shall establish meeting dates and agendas; preside at all meetings; shall see that the rules and regulations of the Society are carried out and appoint necessary Committees; and within sixty days after election shall call a meeting of the Executive Board to make plans for the year.

Section 2. The board members shall rotate the duties of the secretary for each month as needed. The appointed secretary for the month shall keep records of the proceedings of all board and general meetings during that month and distribute them to the appropriate members. They shall attend to all correspondence of the Society for that month at the direction of the Co-Chairs.

Section 3. The Treasurer shall receive all income of the Society; pay bills authorized by the Executive Board and keep an accurate account of all paid members; shall give a report at every board meeting and this report shall be shared at the general meetings, and shall close the books by June 30th. Records shall be provided to the designated auditor during the months of June/July.

Section 4. The incoming chosen Auditor shall audit the Treasurer's books in June/July and present the report at the next business meeting.

Section 5. The Executive Board will review the Bylaws as needed and will make recommendations for change when necessary for approval by membership.

Section 6. The Spiritual Director shall advise and approve activities of the Executive Board of the Altar and Rosary Society and install the officers in May.

Section 7. All vacancies shall be filled by the Executive Board with the approval of the Pastor.

Section 8. The Executive Board will set a budget for the upcoming year and present it to the general membership for approval. Budgeted items will include the annual monthly mass stipends, annual altar linen replacement costs, baptismal stole supplies, and membership dues to the NCCW and DCCW.

Section 9. The Board shall maintain a minimum balance of \$500.00 at the end of the term. These funds are available to cover costs incurred by the new Executive Board prior to dues collection or fund raising activity.

Section 10. Requests for replacement altar linen shall be made by the Pastor, staff liturgist, or the Pastor's designee.

Section 11. Requests for altar adornments/purchases will be received from the Pastor. The Executive Board will determine if the request is appropriate and feasible for the Society to purchase. The Executive Board will determine the funding source of requested purchases.

VIII. MEETINGS

Section 1. Unless otherwise specified by the Executive Board, the general meeting of the Altar and Rosary Society shall be after the monthly Communion Mass on the second Sunday of the month of the year, with the exception of May when the meeting shall be held on the third Sunday of that month. Quorum shall be ten, three of whom shall be members of the Executive Board.

Section 2. The Executive Board shall meet prior to each regular meeting, or otherwise as needed.

Section 3. The annual meeting and installation of board members shall be in May.

Section 4. The Co-Chairwomen may cancel a meeting in an emergency.

IX. ELECTION OF EXECUTIVE BOARD

Section 1. NOMINATIONS: A Nominating Committee shall be named by the board in February. The Nominating committee shall present a slate of officers, approved by the Pastor, to the members for vote at the March general meeting. Nominations from the floor may be presented with the approval of the nominee and the Pastor.

Section 2. ELECTION: The board of the Altar and Rosary Society shall be elected annually at the March or April meeting. They shall serve for one year beginning at the end of the annual meeting in May. They shall be elected by ballot. A majority vote shall elect. If there is but one nominee for each board position, the election may be Viva Voce.

Section 3. INSTALLATION: Installation of the elected officers shall be at the annual meeting in May. All permanent records shall be turned over to the new Board at the installation. The Spiritual Director shall install newly elected officers.

X. AFFILIATIONS

Section 1. The Altar and Rosary Society of St. Peter's shall be affiliated with the National Council of Catholic Women and the Diocesan Council of Catholic Women.

Section 2. The Altar and Rosary Society shall send a delegate or alternate to the D.C.C.W. and Deanery meetings. The delegate shall be a liaison between the D.C.C.W. Commission Chairmen and the Altar and Rosary Society and shall give pertinent reports at the Altar and Rosary Society meetings. The Commissions are: Community, Church, Family, International and Organization Services.

Section 3. The Altar and Rosary Society President or delegate may be sent to the N.C.C.W. and D.C.C.W. Conventions. The convention expenses may be paid by the Altar and Rosary Society, the amount to be determined by the Executive Board.

XI. SPIRITUAL BENEFIT

Once a month, a Mass shall be offered for living and deceased members of the Altar and Rosary Society.

XII. CIRCLES

Section 1. A Circle shall be officially organized with acceptance by the Altar and Rosary Society at a regular meeting.

Section 2. It is suggested that Circles meet once a month, or a minimum of nine meetings per year.

Section 3. Circles are encouraged to recite the Rosary or use other forms of prayer and spiritual discussions at each meeting.

Section 4. Each Circle should designate a representative to be a member of Executive Board and they will report back to the circle.

XIII. AMENDMENTS

These bylaws may be amended at any regular meeting of the Society by a two-thirds vote, provided thirty days previous notice is given at a previous business meeting.

Revised 2012