

CATHOLIC HERITAGE MUSEUM

CONSTITUTION and BY-LAWS

Approved Tuesday, January 29, 2002

ARTICLE I. NAME

The name of this organization shall be the “Catholic Heritage Museum”.

ARTICLE II. PURPOSE

The purpose of this organization shall be to preserve the artifacts of the churches of the Saginaw Catholic Diocese and to establish a permanent location for the display of those artifacts.

ARTICLE III. GOAL

The goal of this organization is to promote knowledge, appreciation and understanding of the history of the churches of the Saginaw Dioceses and to offer a place for the discussion and examination of ethics and religious issues.

ARTICLE IV. MEMBERSHIP

Any person interested in the purpose and goals of this organization shall be eligible for membership.

ARTICLE V. OFFICERS

Section 1. The officers of the of Catholic Heritage Museum shall be:
President, Vice President, Treasurer and Secretary.

Section 2. The president shall preside at all meetings, shall serve as the parliamentarian and shall perform all administrative duties necessary for the operation of the organization except for those assigned to others through the constitution and by-laws. The President is empowered to make appointments and delegate duties when necessary.

Section 3. The Vice President, in the absence of the President, shall assume perform the duties of the President. The Vice President shall assist

the President in the activities of the organization.

Section 4. The Treasurer shall keep an accurate account of all business transactions of the organization and shall report to the membership those transactions at all meetings. Once annually, the Treasurer shall provide a report in writing which summarized the business activities of the organization according to good accounting practices.

Section 5. The Secretary shall keep a written record of all activities of the organization and shall report in writing to the membership at each of its meetings.

ARTICLE VI. CURATOR AND HISTORIAN

There shall be a Curator and Historian for the Organization. The Curator and Historian shall manage the property of the museum and shall serve at the pleasure of the Board of Directors of the museum.

ARTICLE VII. BOARD OF DIRECTORS

There shall be a Board of Directors for the Museum. The Board shall consist of the officers of the museum and no more than 10 individuals from the general membership of the museum.

ARTICLE VIII. ELECTIONS

The officers and Board of Directors of the museum shall be elected by vote of the membership of the museum at the first general membership meeting in January of each year. Election to an office shall require a simple affirmative majority of those eligible voters participating in the election.

ARTICLE IX. TERM OF OFFICE

Section 1. Terms for the Board of Directors shall be three years. In the initial vote for directors, the membership shall determine how many positions will be filled and then stagger the terms of Directors so as equal a number as possible shall be elected a one year term, a two year term and a three year term. If there shall be an odd number of Directors, then the largest number of eligible positions shall be allocated to a one

year term.

Section 2. Following the initial election, each Board position being renewed and any newly created positions shall be for a three year term.

Section 3. The term for each of the officers shall be one year.

ARTICLE X. RULES OF GOVERNANCE

Roberts Rules of Order shall govern the applicable activities of Museum meetings. The President shall serve as Parliamentarian and interpret all rules, unless a position of Parliamentarian shall be created by a majority vote of the general membership of the organization. In the absence of a duly appointed Parliamentarian, the President shall act as Parliamentarian.

ARTICLE XI. VACANCIES

A vacancy created by a resignation, death or inability to serve in an office shall be filled by a majority vote of the general membership of the Museum. An officer or Director so elected, shall serve in the vacancy for its remaining term. A vacancy may be declared by a 2/3 vote of the Board of Directors for those positions in which the occupant has 3 unexcused absences in any given calendar year.

ARTICLE XII. COMMITTEES

Standing committees and special committees may be appointed from time-to-time by a majority vote of the Board of Directors and shall exist for a time period determined by the Board.

ARTICLE XIII. REVISION OF CONSTITUTION AND BY-LAWS

The Constitution and By-Laws of this organization shall be amended by a 2/3 majority of the general membership of the Museum. Proposed Revisions must be submitted in writing at least 60 days before the proposed vote to modify the Constitution or By-Laws. The written submission must be delivered to all eligible electors either in person, via delivery of first class US Postal mail or by electronic means for which there is a certified acknowledgment of the electronic delivery.