

1 Mission Statement of the Italian Catholic Federation:
2

3 “The Italian Catholic Federation encourages and promotes faith renewal,
4 apostolic and charitable works, and the preservation of the
5 Italian-American heritage in our communities.”
6

7 **CHAPTER I - INTRODUCTION**
8

9 **Article 1** - The Central Council of the Italian Catholic Federation
10 (hereafter referred to in these Statutes as the Federation) shall be the
11 governing body of the organization. It is the duty of the Central Council
12 Members to keep the Catholic spirit intact and to assure the integrity and
13 continuance of the Federation.
14

15 **Article 2** - The Central Council is the source of all the powers of the
16 Federation reserving said powers to them unless otherwise noted in these
17 Statutes.
18

19 **Article 3** - The Central Council shall act through committees named
20 in these Statutes.
21

22 **Article 4** - The Central Council shall approve the annual budget and
23 other major expenditures unless otherwise provided herein.

1 **CHAPTER II - ORGANIZATION**

2
3 **Article 1** - As of June 10, 2006 the Central Council shall consist of
4 twenty-four (24) members and a Spiritual Director as an advisor. All
5 Members of the Central Council shall be known equally as Central Council
6 Members. Rev. 6/10/06

7
8 **Article 2** - Twelve (12) Central Council Members, known as Elected
9 Members, shall be elected from among the delegates at the Annual Convention
10 to serve for a period of one (1) year, and may be re-elected. The remaining
11 twelve (12) Central Council Members, known as Life Members, shall be
12 elected by the entire Central Council and serve for a designated period. Life
13 Members will be elected at the end of business of the June meeting of the
14 Central Council, and will be designated as "Life Member - Elect." The
15 designated period of service as a Life Member shall begin at the beginning of
16 the Central Council meeting at the next Annual Convention and end at the
17 completion of business of the June meeting of the Central Council following
18 their seventy-fifth (75th) birthday, when an election of a new Life Member
19 will take place. At that time, the current Life Member shall be considered Life
20 Member Emeritus - Elect. Rev. 2/11/06

21
22 **Article 3** - Central Council Members are not eligible to run for the
23 Central Council if they have reached their seventy-fifth (75th) birthday before
24 the date of the election.

25
26 **Article 4** - When a vacancy occurs on the Central Council, from among
27 those serving as Life Members, it shall be the duty of the Central Council to

1 elect a replacement from current or former Central Council Members.
2 Notification of an election for Life Member must be sent to all Central
3 Council Members ten (10) days before the balloting. Rev. 10/21/06

4

5 **Article 5** - When a vacancy occurs on the Central Council from among
6 those serving as Elected Members prior to the conclusion of the regularly
7 scheduled February meeting, the Central Council shall fill that seat by
8 election. Notification of an election for Central Council Member for the
9 remaining part of the one (1) year term must be sent to all Central Council
10 Members ten (10) days before the balloting. If a vacancy occurs on the
11 Central Council from among those serving as Elected Members after the
12 February meeting, that vacancy will be filled in accordance with these Statutes
13 at the Annual Convention.

14

15 **Article 6** - An employee of the Italian Catholic Federation may be a
16 Central Council Member, however he/she may not hold an office of the
17 Central Council or serve on the Executive Committee except as an ex-officio
18 member without a vote. In addition, in an emergency, the Grand President
19 may appoint any Central Council Member to fill any employee position on a
20 temporary basis. Added 6/14/08

21

1 **CHAPTER III - OFFICERS**

2
3 **Article 1** - The following Officers of the Central Council are elected
4 and installed at the Annual Convention:

5

6 Grand President	Grand Treasurer
7 Grand First Vice-President	Parliamentarian
8 Grand Second Vice-President	Grand Trustees (3)
9 Grand Secretary	Sergeant at Arms

10

11 **Note: The Immediate Past Grand President serves as an Ex-Officio**
12 **Member of the Central Council.*** Rev. 6/10/06

13
14 **Article 2** - The Central Council shall elect its Officers at the Annual
15 Convention. Officers shall be elected from among the Central Council
16 Members. Central Council Members shall not serve as Grand Second Vice-
17 President, Grand First Vice-President or Grand President without two years
18 prior membership in the Central Council. Rev. 10/21/06

19
20 **Article 3** - The Officers of the Central Council, except Grand Trustees,
21 shall be elected by a majority of those present and voting. The Grand Trustees
22 shall be elected by receiving the highest number of votes of those present and
23 voting. Announcement of the results of these elections must be made at the
24 Annual Convention, followed by a formal installation ceremony.

1 **Article 4 - Spiritual Director**

2

3 **A.** - The Spiritual Director, as an advisor, shall promote the religious
4 spirit, spiritual guidance and counseling throughout the Federation and shall
5 see that all matters of the Federation are done in accordance with the spiritual
6 and moral welfare of the organization. Rev. 6/10/06

7

8 **B.** - The Spiritual Director

9 1. shall serve as an advisor of the Apostolate/Charity Committee
10 (Chapter V, Art. 3 ¶A).

11

12 2. shall serve as an advisor of the Convention Directors'
13 Committee (Chapter V, Art. 5 ¶A).

14

15 3. shall serve as an advisor of the Executive Committee
16 (Chapter V, Article 7 ¶A).

17

18 4. shall serve as a chairman of the Judiciary Committee
19 (Chapter V, Art. 11 ¶A). Rev. 6/10/06

20

21 5. shall say Masses for the intentions of donors to the Providenza
22 Fund. A stipend shall be paid to the Spiritual Director for saying
23 the Masses. Added 6/12/10

24

25 6. shall attend Central Council meetings. Added 6/12/10

1 7. shall assist in the planning of Liturgies for the Annual
2 Convention, in cooperation with the local Chaplains and Bishop.

3 Added 6/12/10
4

5 8. shall assist with the appointments of Diocesan Chaplains and
6 District Chaplains. Added 6/12/10
7

8 **Article 5 - Grand President**
9

10 **A.** - The Grand President shall be the agent of the Central Council and
11 shall supervise the administrative, financial and general welfare of the
12 Federation. He/she shall serve as an ex-officio voting member of all
13 committees.

14 **B.** - The Grand President shall preside at all meetings of the Central
15 Council, the Executive Committee and the Annual Convention.
16

17 **C.** - The Grand President may call special meetings of the Central
18 Council, Executive Committee or any other Central Council Committee.
19

20 **D.** - The Grand President shall make a report as to the condition of the
21 Federation, with his/her recommendations, at the meetings of the Central
22 Council and at the Annual Convention.
23

24 **E.** - The Grand President only votes in case of a tie vote or when the
25 vote is being taken by secret ballot.

1 **F.** - The Grand President shall serve no more than two (2) consecutive
2 one (1) year terms.

3

4 **Article 6 - Grand First Vice-President**

5

6 **A.** - In the absence of the Grand President, the Grand First Vice-
7 President shall assume all of the Grand President's duties and rights.

8

9 **B.** - The Grand First Vice-President shall serve as an ex-officio voting
10 member of all committees.

11

12 **C.** - The Grand First Vice-President shall serve no more than two (2)
13 consecutive one (1) year terms.

14 **Article 7 - Grand Second Vice-President**

15

16 **A.** - The Grand Second Vice-President shall in the absence of the Grand
17 President and Grand First Vice-President assumes all their duties and rights.
18 However, if the chair of the Grand First Vice-President is permanently
19 vacated, the Grand Second Vice-President will not automatically assume that
20 position. An election must be held to fill that vacancy.

21

22 **B.** - The Grand Second Vice-President shall serve no more than two (2)
23 consecutive one (1) year terms.

24

25 **C.** - The Grand Second Vice-President shall serve as an ex-officio
26 member of the Finance Committee. Added 6/9/07

1 **Article 8 - Grand Secretary**

2

3 **A.** - The Grand Secretary shall direct the keeping of the minutes of the
4 meetings of the Central Council, Executive Committee and the Annual
5 Convention. The use of an assistant must have the approval of the Executive
6 Committee.

7

8 The Grand Secretary shall notify the office staff within three (3) days of
9 a Central Council meeting or an Executive Committee meeting of any tasks
10 requiring the action of the office staff. Added 6/12/10

11

12 **B.** - The Grand Secretary receives correspondence from Districts,
13 Branches and members of the Federation and assists the Grand President in the
14 preparation of correspondence.

15

16 **C.** - The Grand Secretary shall serve no more than four (4) consecutive
17 one (1) year terms.

18

19 **Article 9 - Grand Treasurer**

20

21 **A.** - The Grand Treasurer shall supervise, through the Central Council
22 office, the keeping of all financial records, showing receipts, expenditures and
23 balances of all Central Council funds.

24

25 **B.** - The Grand Treasurer shall present to the Executive Committee the
26 monthly financial report. Rev. 10/19/13

1 **C.** - The Grand Treasurer shall serve as Chairperson on the Finance
2 Committee and review the financial records of the Federation before the
3 Annual Convention. Additionally, it shall be the responsibility of the Grand
4 Treasurer and Finance Committee to prepare an annual budget for presentation
5 to and approval by the Central Council at its October meeting. The Grand
6 Treasurer also serves as an ex-officio member of the Hospitalization
7 Committee.

8
9 **D.** - The Grand Treasurer shall submit to the Annual Convention the
10 financial statement of the Central Council for the year ending with the
11 calendar year preceding the convention.

12
13 **E.** - The Grand Treasurer shall serve no more than four (4) consecutive
14 one (1) year terms.

15
16 **Article 10 - Parliamentarian**

17
18 **A.** - The Parliamentarian shall interpret the meanings of the Central
19 Council Statutes and Branch By-Laws.

20
21 **B.** - The Parliamentarian shall see that the Central Council Statutes and
22 Branch By-Laws are enforced and that all business is conducted in accordance
23 with said laws.

24
25 **C.** - The Parliamentarian shall present every charge and appeal before
26 the Judiciary Committee, the Central Council or any other of its special
27 committees.

1 **D.** - The Parliamentarian shall serve as Chairperson of the By-Laws and
2 Rituals Committee.

3
4 **E.** - The Parliamentarian shall serve no more than four (4) consecutive
5 one (1) year terms.

6
7 **Article 11 - Grand Trustees**

8
9 **A.** - The Grand Trustees shall have access to all the financial records of
10 the Federation and must report any irregularity to the Executive Committee
11 immediately.

12
13 **B.** - They shall review the finances of the Central Council prior to every
14 meeting of the Central Council and prior to the Annual Convention shall meet
15 with the Grand Treasurer to review the Financial Report of the Federation.

16
17 **C.** - The Grand Trustees shall review the annual budget prepared by the
18 Grand Treasurer before the October meeting of the Central Council.

19
20 **D.** - The Grand Trustees shall serve no more than two (2) consecutive
21 one (1) year terms.

22
23 **Article 12 - Sergeant at Arms**

24
25 **A.** - The Sergeant at Arms shall see to it that no one takes part in a
26 meeting who has no right to do so.

1 **B.** - The Sergeant at Arms shall serve no more than two (2) consecutive
2 one (1) year terms.

3

CHAPTER IV - MEETINGS

Article 1 - The Central Council shall hold three (3) regular meetings per year (February, June and October). Additionally, the Central Council shall hold a meeting at the Annual Convention. All Central Council Members must be notified of the time and place of all meetings. A simple majority will constitute a quorum.

Article 2 - Special meetings of the Central Council may be called by the Grand President, a majority of its Officers, or by a signed request from at least four (4) Central Council Members.

Article 3 - A Central Council Member who fails to attend two (2) successive meetings will be considered resigned. Exceptions may be considered in the event of emergencies. A Central Council Member unable to attend a meeting of the Central Council shall notify the Central Council office of his/her reason for requesting an excuse.

Article 4 - No amendment to the Central Council Statutes may be acted upon at a Central Council meeting unless the author of the amendment has sent a written copy of the proposed amendment to the Federation Office (Office) at least fifteen (15) days prior to the meeting. The Office shall mail such proposed amendments to Central Council Members at least ten (10) days before the meeting. An amendment to the Statutes may also be acted upon at a Central Council meeting if the matter was specifically placed on the agenda by the decision of the Central Council at a prior meeting.

1 **Article 5** - Proposals to change Branch By-Laws made by Central
2 Council Members shall be presented to the Office at least fifteen (15) days
3 before the regular meeting of the Central Council. Proposals from Central
4 Council Members and those of the Executive Committee shall be forwarded to
5 the Central Council Members at least ten (10) days before the June Central
6 Council meeting.

7

CHAPTER V - COMMITTEES

Article 1 - The standing committees of the Central Council are: Apostolate/Charity, Awards, By-Laws and Rituals, Convention Directors, Executive, Expansion, Finance, Gifts of Love, Heritage, Hospitalization, Judiciary, Live to Give, Membership, Public Relations, Scholarship, Task Force, Ways and Means and Workshop. Rev. 9/1/13/Rev. 10/19/13

Article 2 - A. - The Grand President has the right to appoint other committees as needed.

B. - The Central Council shall act through committees named in these Statutes. Except as otherwise noted, the Grand President shall appoint all committee chairpersons from within the twelve (12) Elected and twelve (12) Life Members. Committee members shall be appointed by the Grand President from the twenty-four (24) Members, Life Members Emeritus and Members Emeritus. Committee members are entitled to a vote at committee meetings to which they are appointed. The Grand President may appoint as an advisor a member-at-large or a non-member of the Federation as a non-voting member to a Central Council Committee. Rev. 10/21/06 / Rev. 6/9/12

C. - In cases where these Statutes provide for the election of committee members, the Central Council shall have the power to remove and substitute members of those named committees for incapacity or negligence, after a hearing and vote by the majority of the whole Central Council.

1 **Article 3 - Apostolate/Charity Committee**

2

3 **A.** - The Apostolate/Charity Committee shall be composed of a
4 chairperson, three (3) members from the Central Council and the Spiritual
5 Director as an advisor. The Grand President may appoint an additional six (6)
6 members from the general membership as a screening subcommittee. Rev. 6/10/06

7

8 **B.** - All matters touching on the Apostolate/Charity Program of the
9 Federation and all matters of a religious nature shall be the primary concern of
10 this committee. It shall present its programs and requests for funding through
11 the Central Council.

12

13 **C.** - Prior to the June Central Council meeting, after consulting with the
14 Spiritual Director, the committee will present to the Grand President three (3)
15 choices as recommendations for the National Charity. The Grand President
16 will then present these choices to the Central Council who will select one (1),
17 from that group, at the June meeting. Rev. 6/10/06

18

19 Rev. 9/1/13

20

21 **Article 4 - Awards Committee** Added 10/19/13

22

23 **A.** - The Awards Committee shall consist of a chairperson, two (2)
24 members from the Central Council and one (1) member selected from the
25 membership-at-large. Added 10/19/13

1 **B.** - The committee will screen the applications for the Pope John XXIII
2 Award, President's Award, Mother Teresa Award, and the Family of the Year
3 Award and select the three (3) finalists in each category. Summaries of the
4 applicants selected are to be mailed to each Central Council Member ten (10)
5 days before the June Central Council meeting. Actual material submitted in
6 support of candidates for these awards must be available for review at the June
7 meeting. The Central Council Members will review the
8 applications/summaries and vote at the June Central Council meeting.
9 Selection in each category will be by a simple majority of those voting.

10 Added 10/19/13 from Public Relations

11

12 **C.** - The committee will screen the applications for the Young Adult
13 Leadership Award and select the three (3) finalists. Summaries of the
14 applicants selected are to be mailed to each Central Council Member ten (10)
15 days before the June Central Council meeting. Actual material submitted in
16 support of candidates for this award must be available for review at the June
17 meeting. The Central Council Members will review the
18 applications/summaries and vote at the June Central Council meeting.
19 Selection will be by a simple majority of those voting. Rev. 6/9/07/Added 10/19/13 from

20 Public Relations

21

22 **Article 5 - By-Laws and Rituals Committee**

23

24 **A.** - The By-Laws and Rituals Committee shall be composed of the
25 Parliamentarian, serving as chairperson, and two (2) members from the
26 Central Council.

1 **B.** - The committee will review the Statutes of the Central Council, the
2 Rituals and By-Laws of the Branches. It shall recommend any changes to the
3 Central Council through the Executive Committee.
4

5 **Article 6 - Convention Directors' Committee**
6

7 **A.** - The Convention Directors' Committee shall be composed of a
8 chairperson, five (5) members from the Central Council, one (1) member from
9 the membership-at-large and the Spiritual Director as an advisor. Rev. 6/10/06
10

11 **B.** - The committee shall prepare and recommend the Convention
12 program to the Executive Committee and Central Council and supervise all
13 phases of that program, reporting directly to the Executive Committee.
14

15 **C.** - The committee shall investigate possible sites for future Federation
16 Conventions and make its recommendation to the Executive Committee,
17 Central Council and finally to the Convention delegates for approval. No
18 more than two (2) committee members, not including the chairperson or ex-
19 officio members, shall visit a prospective site if expenses are incurred.
20

21 **Article 7 - Gifts of Love Committee**
22

23 **A.** - The Gifts of Love Committee shall be composed of a chairperson
24 and two (2) members from the Central Council. Two (2) additional members,
25 either from the membership-at-large or non-members who are knowledgeable
26 in the programs and needs of developmentally disabled persons, may be
27 appointed to this committee. The Grand President may, at the request of the

1 chairperson of the committee, appoint additional members on an as needed
2 basis.

3

4 **B.** - The committee will be responsible for all aspects of this program
5 including fund raising and the selection of recipients for financial assistance.
6 The committee shall report directly to the Central Council

7

8 **Article 8 - Executive Committee**

9

10 **A.** - The Executive Committee shall consist of the Grand President,
11 Grand First Vice-President, Grand Second Vice-President, Grand Secretary,
12 and Grand Treasurer. The Immediate Past Grand President serves as an ex-
13 officio member.* The Spiritual Director serves as an advisor. Officers of the
14 Central Council will hold that same office on the Executive Committee.
15 Additionally, three (3) members of the Executive Committee will be elected
16 from among the Central Council Members at the meeting held at the Annual
17 Convention. Rev. 6/10/06

18

19 **B.** - If a seat of an elected Executive Committee member should become
20 vacant, the Central Council will fill that seat by election at its next meeting.
21 Notice of such election shall be sent to all Central Council Members at least
22 (10) days before the meeting.

23

24 **C.** - The Executive Committee shall meet at least nine (9) times per
25 year. The Grand President may call special meetings. Notification of the
26 time and place of all Executive Committee meetings shall be sent to all

1 committee members. A simple majority will constitute a quorum at regular
2 and special meetings of the Executive Committee. Rev. 6/9/07

3

4 **D.** - The Executive Committee shall review the application for the
5 establishment of new Branches.

6

7 **E.** - The Executive Committee must pre-authorize the purchase/payment
8 of all items not considered to be part of the routine day-to-day operation of the
9 Federation, authorize those individuals entitled to sign checks drawn on
10 Federation accounts and determine the salary of all Federation employees.

11

12 **F.** - The Executive Committee will act as a conciliatory body when
13 disputes arise within the Federation and advise the Grand President on
14 appointments to Committees of Investigation when such committees become
15 necessary. If the Executive Committee is unable to reach a peaceful
16 settlement of any dispute, they shall refer the matter to the Judiciary
17 Committee.

18

19 **G.** - The Executive Committee shall review and approve changes
20 recommended by the Finance Committee regarding the investment of Central
21 Council funds.

22

23 **H.** - The Executive Committee shall oversee the opening of each new
24 Branch so that it will be celebrated in a fitting manner and according to the
25 approved rituals of the Federation. Additionally, they will ensure that
26 guidance and instruction is provided to the officers of the new Branch.

1 **I.** - The Executive Committee shall be kept informed when problems
2 occur within a Branch and shall of its own initiative, or at the request of a
3 Central Council Member, render such assistance deemed necessary.

4
5 **J.** - The Executive Committee shall approve the hiring of all employees.

6
7 **K.** - The duties of the Executive Committee as listed herein shall in no
8 way deprive or limit the Central Council of its right to direct the Federation.

9
10 **Article 9 - Expansion Committee** Added 9/1/13

11
12 **A.** - The committee shall be composed of a chairperson and two (2)
13 members from the Central Council. Additional members from either the
14 Central Council or the membership-at-large can be asked to assist with
15 carrying out expansion efforts. Added 9/1/13

16
17 **B.** - The committee shall be responsible for opening, reopening,
18 relocating and reorganizing Branches. Added 9/1/13

19
20 **C.** - A member of the committee shall meet with new and reopened
21 Branches quarterly for the first year the Branch is open. Added 9/1/13

22
23 **Article 10 - Finance Committee**

24
25 **A.** - The Finance Committee shall be composed of the Grand Treasurer,
26 serving as Chairperson, the Grand Trustees, the Grand Second Vice-President
27 (ex-officio) and up to three (3) Central Council Members. Rev. 6/9/07

1 The Chairperson of the Hospitalization Committee shall serve as an ex-officio
2 and non-voting member of the Finance Committee. Added 6/13/09

3

4 **B.** - The Finance Committee shall analyze the investment of the funds
5 of the Federation and is empowered to make reasonable and prudent changes,
6 with the approval of the Executive Committee, to the investment of the funds
7 of the Federation. All changes must concur with the Investment Policy
8 Statement approved by the Central Council. All changes shall be reported to
9 the Central Council at their next meeting after the change is made. The
10 committee shall meet a minimum of twice (2) a year and shall review the
11 annual budget before it is presented to the Central Council for approval.

12 **C.** - The committee shall determine the amount of the Providenza
13 Seminary Scholarship Fund to be allocated to each Diocese based on a
14 proportionate share according to the number of Federation members in each of
15 the Dioceses. The amount shall be evaluated by the committee annually and
16 presented to the Central Council for their approval.

17

18 **D.** - With the approval of the Executive Committee and the Central
19 Council, the Finance Committee shall develop policies for reimbursement for
20 Central Council Members on official business.

21

22 **E.** - The Finance Committee shall recommend to the Executive
23 Committee who in turn shall recommend to the Central Council (at the June
24 meeting) the per diem and travel allowances for Central Council Members
25 attending the Annual Convention.

1 **F.** - The Finance Committee shall prepare an annual budget for
2 presentation to and approval by the Central Council at its October meeting.

3
4 **G.** - The Finance Committee shall submit to the Executive Committee
5 the amount of funds available for salary and benefits for all Federation
6 employees by October 10th of each year. The Executive Committee then shall
7 make recommendations on compensation packages for individual employees.
8 The recommendations of the Executive Committee shall be presented to and
9 voted upon by the entire Central Council at its October meeting. (Note: This
10 provision will require a meeting of the Executive Committee in October.) The
11 presentation and discussion of compensation packages for individual
12 employees shall be done in Executive Session at the Central Council meeting.

13 Rev. 6/9/07

14
15 **Article 11 - Heritage Committee**

16
17 **A.** - The Heritage Committee shall be composed of a chairperson and
18 two (2) members from the Central Council and one (1) member who may be
19 selected from the membership-at-large. Rev. 2/12/05

20
21 **B.** - The committee will supervise all heritage activities and it shall
22 present its programs and requests for funding through the Central Council.

23
24 **Article 12 - Hospitalization Committee**

25
26 **A.** - The Hospitalization Committee shall be composed of two (2)
27 members nominated from and elected by the Central Council Members and

1 two (2) members nominated from and elected by the delegates at the Annual
2 Convention. The Grand President shall appoint a chairperson from among
3 members of the committee. The terms of the two (2) members elected by the
4 Central Council and the two (2) members elected by the delegates shall be
5 respectively two (2) and one (1) years. A member elected for a term of two
6 (2) years shall thereafter replace the annual outgoing member. The Central
7 Council shall fill vacancies occurring during a member's term so that there
8 will be two (2) Central Council members and two (2) members from the
9 membership-at-large. Serving ex-officio is the Grand Treasurer.

10 **B.** - All matters concerning payment to subscribers from the
11 Hospitalization Program shall be within the province of this committee. Any
12 member may appeal the decision of the Hospitalization Committee to the
13 Executive Committee of the Central Council.

14

15 **C.** - The Hospitalization Committee shall make recommendations to the
16 Executive Committee and the Central Council pertaining to prudent changes in
17 the plan.

18

19 **D.** - The Chairperson shall report the financial condition of the
20 Hospitalization Fund to the Central Council at its meetings and to the
21 delegates at the Annual Convention. A fee of fifteen percent (15%) shall be
22 charged by the Central Council to administer the fund.

23

24 **E.** - The Chairperson of the Hospitalization Committee shall serve as an
25 ex-officio and non-voting member of the Finance Committee. Added 6/13/09

1 **F.** - The Hospitalization Committee shall meet prior to the October
2 Finance Committee meeting. The purpose of this meeting will be to determine
3 the allocation and propose the dollar amount of Hospitalization monies to be
4 transferred for the upcoming year. The Committee's recommendation shall be
5 presented at the October Finance Committee meeting, in order for the
6 recommended amount to be included in the proposed budget. The
7 Chairperson of the Hospitalization Committee shall present the proposal to the
8 Central Council at its October meeting. Added 6/8/13

9
10 **Article 13 - Judiciary Committee**

11
12 **A.** - The Judiciary Committee, composed of five (5) members, shall
13 only be formed when the existence of an appeal or any other judicial matter is
14 pending. The Spiritual Director of the Central Council shall serve as
15 Chairperson. The Grand President shall appoint four (4) committee members,
16 composed of two (2) members from the Central Council and two (2) members
17 from the membership-at-large, in matters pertaining to Districts, Branches
18 and/or individual members. The Central Council shall elect four (4) members
19 from the Central Council in matters pertaining to a Central Council Member, a
20 Member Emeritus or a Life Member Emeritus. The committee will be
21 dissolved upon settlement of the appeal or judicial matter for which it was
22 formed.

23 **B.** - All matters referred to the Judiciary Committee must be submitted
24 in writing, clearly stating the details of the matter in question. Upon receipt of
25 the written statement the committee has the power to inspect books, call

1 witnesses and make local visits when necessary to gather information essential
2 to making a fair judgement on the matter.

3
4 **C.** - Appeals on decisions of the Judiciary Committee may only be
5 made to the entire Central Council. Notice of such appeal must be sent in
6 writing to each Central Council member ten (10) days in advance of the
7 meeting. Seventy-five percent (75%) of the members voting are necessary to
8 overturn a decision of the Judiciary Committee.

9
10 **Article 14 - Live to Give Committee** Added 9/1/13

11
12 **A.** - The committee shall be composed of a chairperson and two (2)
13 members from the Central Council. A consultant with blood or organ donor
14 background may be appointed. Added 9/1/13

15
16 **B.** - The committee shall be responsible for promoting the blood and
17 organ donor awareness programs. Added 9/1/13

18
19 **Article 15 - Membership Committee**

20
21 **A.** - The Membership Committee shall be composed of a chairperson
22 and four (4) members from the Central Council.

23
24 **B.** - The committee shall prepare, propose and promote an annual
25 membership campaign to the Central Council.

1 **Article 16 - Public Relations Committee**

2

3 **A.** - The Public Relations Committee shall consist of a chairperson, two
4 (2) members from the Central Council and one (1) member selected from the
5 membership-at-large. Serving ex-officio is the Editor of the Bollettino.

6

7 **B.** - The committee shall review matters concerning public relations,
8 publicity, income and expenditures of the Bollettino and make
9 recommendations to the Executive Committee and/or the Central Council.

10

11 **C.** - The committee shall review the policies to be maintained by the
12 official publication, the Bollettino. The committee shall assist in the selection
13 of the editor for recommendation to the Executive Committee.

14

15 **D.** - The committee shall be responsible for maintaining and updating
16 the Federation's official Web site. It may work with a webmaster to fulfill
17 these responsibilities. The committee shall assist in the selection of the
18 webmaster for recommendation to the Executive Committee. Rev 10/19/13

19

20 **Article 17 - Scholarship Committee**

21

22 **A.** - The Scholarship Committee shall be composed of a chairperson,
23 three (3) members from the Central Council and one (1) member who may be
24 selected from the membership-at-large. The Grand President may also appoint
25 six (6) additional members from either the Central Council Members or the
26 membership at large to assist with the screening and judging of the first year
27 awards. Rev. 2/12/05

1 **B.** - The committee shall promote and conduct the scholarship program
2 of the Federation and shall seek funding from and report directly to the Central
3 Council. Additionally, the committee will seek further funding from the
4 Districts, Branches and individuals.

5

6 **Article 18 - Task Force Committee**

7

8 **A.** - The Task Force Committee shall be composed of a chairperson,
9 five (5) members from the Central Council and one (1) member from the
10 membership-at-large.

11

12 **B.** - The committee will study and evaluate topics referred to it by the
13 Grand President and report to the Executive Committee and Central Council.

14

15 **C.** - The chairperson is empowered to invite qualified members at large
16 and non-members to attend meetings for the purpose of gaining their insight
17 on subjects being considered.

18

19 **Article 19 - Ways and Means Committee**

20

21 **A.** - The Ways and Means Committee shall be composed of a
22 chairperson and two (2) members from the Central Council. Additional
23 members can be asked to assist.

24

25 **B.** - The committee shall be responsible for fund raising activities of the
26 Central Council.

1 **C.** - The committee shall be responsible for establishing group travel
2 trips and program.

3

4 **Article 20 - Workshop Committee**

5

6 **A.** - The committee shall be composed of a chairperson and three (3)
7 members from the Central Council. Additional members from either the
8 Central Council or the membership-at-large can be asked to assist with
9 carrying out workshops.

10

11 **B.** - The Workshop Committee shall be responsible for planning and
12 carrying out Workshops in the various areas where the Federation is
13 established. Subject matter may vary according to the needs of the area being
14 visited, and may include but not be limited to duties of Branch officers and the
15 history, policies and programs of the Federation.

1 **CHAPTER VI - FUNDS OF THE CENTRAL COUNCIL**

2

3 **Article 1 - Apostolate Fund**

4

5 **A.** - The Apostolate Fund shall be used by the Central Council for the
6 expenses of the Spiritual Director and for payment of expenses directly or
7 indirectly related to the religious purposes of the Federation. Two dollars and
8 40 cents (\$2.40) of the yearly Membership Dues is assessed for the yearly
9 Apostolate Dues. Rev. 6/8/13

10

11 **B.** - The Central Council shall allocate 80 cents (\$.80) of the yearly
12 Apostolate Dues to maintain the fund. Added 6/8/13

13

14 **Article 2 - Charity/Relief Fund** Rev. 2/9/08

15

16 **A.** - The Charity/Relief Fund of the Federation shall be at the disposal
17 of the Central Council to be used only in special cases for charity or in case of
18 a public calamity. Each case shall be examined and decided by the Central
19 Council, or by the Executive Committee, when time is of the essence. Rev. 2/9/08

20

21 **B.** - The Central Council shall allocate 10 cents (\$.10) of the yearly
22 Apostolate Dues to maintain the fund. Rev. 6/8/13

23

24 **Article 3 - Providenza Seminary Scholarship Fund**

25

26 **A.** - The Providenza Seminary Scholarship Fund shall be maintained by
27 the Federation for the purpose of making annual donations to the Ordinaries of

1 the Dioceses in which the Federation is located. This donation is to be
2 earmarked for the benefit of individual seminarians in each Diocese.

3

4 **B.** - The Central Council shall allocate one dollar and 50 cents (\$1.50)
5 of the yearly Apostolate Dues to maintain the fund. Additionally, voluntary
6 donations to the fund will be accepted. A fee of five percent (5%) shall be
7 charged by the Central Council to administer the fund. Rev. 6/8/13

8

9 **Article 4 - General Fund**

10

11 The General Fund shall be used by the Central Council for all general
12 revenue and expenses of the Federation including per capita tax, running the
13 office, payroll, expenses of the Central Council, Annual Convention,
14 Bollettino, insurance, and other miscellaneous revenue and expenses not
15 covered by the other funds listed herein.

16

17 **Article 5 - Hospitalization Fund**

18

19 The Hospitalization Fund shall be used to account for dues collected
20 from the subscribers of the Plan, and payments made to the subscribers, in
21 accordance with the Statutes pertaining to the Hospitalization Committee.

22 A fee of fifteen percent (15%) shall be charged by the Central Council to
23 administer the fund.

1 **Article 6 - Futures Fund**

2

3 The Futures Fund shall be used by the Central Council to account for
4 funds received for specific purposes, and payments made to the specific
5 purposes for which the funds are collected, such as Scholarship, Gifts of Love,
6 the National Charity, and other miscellaneous donations not covered under
7 other funds described herein.

8

9 **Article 7 - Signatories** Added 10/19/13

10

11 **A.** - The Grand President and Grand Treasurer shall be signatories on
12 the accounts of all Central Council funds. A total of four (4) additional
13 signatories shall be selected from among the Central Council Life Members,
14 Elected Members, Life Members Emeritus or Members Emeritus at the
15 September Executive Meeting.

16

17 **B.** - Two signatures are required for each check disbursed from the
18 Central Council funds.

1 **CHAPTER VII - ESTABLISHMENT & DISSOLUTION OF**
2 **BRANCHES**

3
4 **Article 1 - A.** - At least twenty-five (25) prospective members shall be
5 required in order to establish a new Branch. When the required number of
6 members is obtained, official permission for opening of the Branch shall be
7 obtained from the Executive Committee by submitting written application
8 together with the “New Branch Approval Agreement.” The application must
9 include, but is not limited to, the name of the Branch (which must be a Saint’s
10 name or religious title), a list of officers and members with addresses (a
11 duplicate of the members application form will suffice), the date, time and
12 meeting place of the Branch and the date, time and place requested for the
13 official inauguration. The Pastor of the Parish, the President and the Secretary
14 must sign the letter of application.

15
16 **B.** - The Executive Committee shall see that new Branches are officially
17 inaugurated with proper ceremony.

18
19 **Article 2 - A.** - If a Branch is ordered dissolved by the Executive
20 Committee or the Central Council, all property or assets of the General Fund
21 of the said Branch shall revert to the Central Council. The Executive
22 Committee shall settle all just claims and obligations within the means of the
23 dissolved Branch. Funds remaining in the Social Account of the Branch are
24 to be distributed according to the wishes of the membership. All members
25 must be notified in writing ten (10) days before any meeting where the Social
26 Fund of a closed Branch is to be distributed.

1 **B.** - When a Branch has (a) fewer than twelve (12) members, (b) been
2 delinquent for six (6) months in payment of per capita or assessments to the
3 Central Council, (c) shown disrespect toward the authority of the Central
4 Council, (d) shown the absence of Catholic spirit in the conduct of its
5 members or (e) failed to hold regular meetings or acts of officers indicating
6 practical dissolution, a representative of the Executive Committee shall
7 investigate. When necessary, he/she shall take control of all ledgers and
8 properties of the Branch, declare all offices vacant and proceed to endeavor to
9 reorganize the Branch. He/she shall report progress or lack thereof at the
10 earliest meeting of the Executive Committee who shall then decide on further
11 necessary steps.

12

13 **C.** - The Central Council has the right, by a majority vote at any of its
14 meetings, to suspend or dissolve any Branch.

15

16 **D.** - Members in good standing shall be encouraged to transfer to other
17 established Branches.

18

1 **CHAPTER VIII - THE ANNUAL CONVENTION**

2

3 **Article 1** - The Annual Convention shall be held each year on the Labor
4 Day Weekend. The site of the Annual Convention will be decided by the vote
5 of the delegates at a preceding Convention. The Central Council reserves the
6 right to change the selected site if special circumstances should occur such as
7 fire, flood, acts of God, labor disputes or the selected hotel’s inability to
8 perform in accordance with the signed contract.

9

10 **Article 2** - The Grand President shall preside at all meetings of the
11 Annual Convention.

12

13 **Article 3** - The Finance Committee shall recommend to the Executive
14 Committee who in turn shall recommend to the Central Council (at the June
15 meeting) the per diem and travel allowances for Central Council Members
16 attending the Annual Convention. Per Diem shall only be paid for Convention
17 days when the Central Council Member actually attends Convention activities,
18 and shall not be paid for days when the Central Council Member leaves early.

19

20 **Article 4** - Central Council Members shall attend the Annual
21 Convention as a delegate-at-large with the right to vote, to be re-nominated for
22 a position on the Central Council and to nominate prospective members for the
23 Central Council.

24

25 **Article 5 - A.** - The order of discussions of proposals at the Annual
26 Convention shall be prepared in advance by the Parliamentarian and approved
27 by the Central Council. Matters presented by the Central Council shall have

1 precedence. All other proposals to be presented at the Annual Convention
2 must be accepted by the Central Council before presentation.

3

4 **B.** - The Central Council is authorized to eliminate proposals: (1) clearly
5 unconstitutional, discriminatory (except as to the age for benefits) or
6 infringing on the fundamental principles of the Federation, (2) defeated at the
7 immediate previous Annual Convention, except if the Central Council
8 approves them for re-presentation.

9

1 **CHAPTER IX - DEPUTY PROGRAM**

2
3 **Article 1** - The Grand President shall appoint the Chairperson of the
4 Deputy Program from among the Central Council Members. The Chairperson
5 shall oversee the Deputy Program and shall appoint all Branch Deputies and
6 District Deputies.
7

8 **Article 2** - The representative of the Central Council in each Branch
9 shall be known as the Branch Deputy. The District Deputies shall coordinate
10 the activities of the Branch Deputies in his/her District. The District Deputies
11 shall report directly to the Chairperson of the Deputy Program.
12

13 **Article 3** - Branch Deputies will submit monthly reports on the
14 activities in the Branch to the District Deputy, who in turn will submit
15 quarterly summarized reports to the Chairperson of the Deputy Program.
16 Urgent matters shall be reported immediately.
17

18 **Article 4** - The Chairperson of the Deputy Program will meet with the
19 District and Branch Deputies on a regional basis every two years, or sooner
20 when deemed necessary, with the approval of the Executive Committee.
21

22 **Article 5** - The District Deputy shall be an ex-officio voting member of
23 his/her District Council, shall be given recognition with a distinctive insignia
24 and be given honors due Central Council Members.
25

26 **Article 6** - Both District and Branch Deputies shall remain in office for
27 two (2) years or until his/her successor has been appointed. All Deputies are

1 subject to removal at any time by the Chairperson of the Deputy Program or
2 the Grand President.

3

4 **Article 7** - Branch Deputies shall (1) attend the monthly meetings of the
5 Branch, (2) do all in their power to see that the Branch under their jurisdiction
6 maintains the spirit of the Federation, (3) settle difficulties within their
7 assigned Branch only, (4) be responsible for instructing and installing new
8 Branch officers but may yield this responsibility to the District Deputy or a
9 Central Council Member, (5) shall execute the directives of the Central
10 Council or Executive Committee whether conveyed directly or through the
11 Chair of the Deputy Program, (6) shall have the right to a distinctive insignia
12 and receive the honor due a Central Council Member and (7) shall be a voting
13 member of the District Council.

14

15 **Article 8 - A.** - The interpretation, decisions and settlements of the
16 Branch Deputy are binding on the Branch, subject to appeal.

17

18 **B.** - Appeals by the Branch, on the ruling of the Branch Deputy, must be
19 made in writing to the Executive Committee. Until the Executive Committee
20 rules on the appeal the decision of the Branch Deputy will remain in effect.

21

1 **CHAPTER X - SUSPENSION AND EXPULSION OF**
2 **MEMBERS**

3
4 **Article 1** - Members who have failed and continue to fail to abide by
5 the Articles of Incorporation, Central Council Statutes, Branch By-Laws, or
6 who have committed or are in the course of committing some act prejudicial to
7 the purpose of the Federation are subject to suspension for a period not to
8 exceed six (6) months, or may be expelled from the Federation. Such matters
9 shall be referred to and decided by the Judiciary Committee.

10

1 **CHAPTER XI - SPECIAL REPRESENTATIVES**

2

3 **Article 1** - Special Representatives may be appointed by the Grand
4 President at his/her discretion and are under his/her direction. The purpose of
5 the Special Representative is to aid Branches and/or Districts in need of
6 assistance.

7

1 **CHAPTER XII - MEMBERS EMERITUS**

2
3 **Article 1 - A.** - After five (5) years of service, an Elected Member who
4 ceases to serve in that capacity, shall be named Member Emeritus unless they
5 have been elected as a Life Member.
6

7 **B.** - Members Emeritus of the Central Council shall (1) have the right to
8 attend Central Council meetings at their own expense and have the right to
9 speak but shall have no vote on any matter, (2) when attending Central
10 Council meetings have his/her meal expense covered to the same extent as
11 Central Council Members, (3) attend the Annual Convention as a delegate-at-
12 large without compensation for travel or per diem, (4) if attending the Annual
13 Convention have his/her registration and banquet fee covered to the same
14 extent as Central Council Members, (5) be eligible to accept a nomination as a
15 candidate for the Central Council, if otherwise eligible according to the
16 Statutes, but upon election shall forfeit the rank of Member Emeritus, (6) be
17 presented a plaque at a suitable ceremony when joining the rank of Member
18 Emeritus, (7) shall not serve as an Officer of the Central Council, and (8) may
19 serve on but shall not chair a standing Central Council committee. Rev. 10/21/06
20

21 **Article 2 - A.** - A Life Member who ceases to serve in that capacity
22 shall be named Life Member Emeritus.
23

24 **B.** - Life Members Emeritus - Elect shall be an interim title for a Life
25 Member whose term is ending following their seventy-fifth (75th) birthday
26 before the date of election of new Life Members at the completion of business
27 at the June Meeting of the Central Council. Life Members Emeritus - Elect

1 shall (1) have all rights as an elected Central Council Member or Life Member
2 at the next immediate Annual Convention, (2) become Life Members Emeritus
3 of the Central Council at the beginning of the Central Council Meeting at the
4 Annual Convention, and (3) thereafter be titled as Life Member Emeritus of
5 the Central Council. Rev. 2/11/06

6

7 **C.** - Life Members Emeritus of the Central Council shall (1) have the
8 right to attend Central Council meetings at their own expense and have the
9 right to speak but shall have no vote on any matter, (2) when attending Central
10 Council meetings have his/her meal expense covered to the same extent as
11 Central Council Members, (3) attend the Annual Convention as a delegate-at-
12 large, without compensation for travel or per diem, (4) if attending the Annual
13 Convention have his/her registration and banquet fee covered to the same
14 extent as Central Council Members, (5) be eligible to accept a nomination as
15 a candidate for the Central Council, if otherwise eligible according to the
16 Statutes, but upon election shall forfeit the rank of Life Member Emeritus of
17 the Central Council, (6) be presented a plaque at a suitable ceremony when
18 joining the rank of Life Member Emeritus, (7) shall not serve as an Officer of
19 the Central Council, and (8) may serve on but shall not chair a standing
20 Central Council committee. Rev. 10/21/06

21

22 **Article 3** - A Life Member Emeritus or Member Emeritus must
23 maintain full membership in an active Branch of the Federation in order to
24 maintain Emeritus status.

25

