

DISTRICT BYLAWS
of the
FIRST CATHOLIC SLOVAK UNION



EFFECTIVE DECEMBER 16, 2023
Approved by the Board of Directors

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ARTICLE 1

Purpose

Districts (Okres) shall be organized and located throughout the various areas in which branches of the First Catholic Slovak Union are in existence and said Districts shall encourage and promote a program devoted to the following aims or purposes:

- a) To unite various branches for the spiritual and social benefit of the members of each branch.
- b) To support, promote, and cultivate the principles and doctrines of the Catholic faith.
- c) To assist in forming and organizing new branches of the First Catholic Slovak Union in all cities or areas where sufficient membership exists.
- d) To encourage and promote a fraternal activities program which shall include all types of competitive sports and any other such programs which will tend to encourage the spread of the Slovak culture, traditions, and Slovak language.
- e) To assist any local branches or district committee in holding "Jednota Days."
- f) The activities summarized in paragraph (d) then shall be carried out with permission of the Officers and the Board of Directors of the First Catholic Slovak Union.
- g) To encourage a program whereby the members of the branches may participate in civic betterment of their community and shall assist in patriotic endeavors intended to promote citizenship and character building.
- h) To actively encourage and promote scholarships and educational programs on the high school or college level, and to give necessary assistance to any religious order that has in any way devoted its efforts to promote the educational needs of the youthful members of our Union.

- i) To support and encourage publication of our Official Organ known as *Jednota*.
- j) To aid and assist any organization which has committed itself to promote Catholic schools, whether on a high school or college level, and to participate, when the occasion arises, in National or Diocesan Eucharistic Congresses.

Districts shall conduct membership seminars under the direction guidance of the National Vice President or Regional Director. In any event it shall be a part of the program at each Annual and Semiannual Meeting to devote a thirty-minute period for study and discussion of membership.

During membership discussion, it shall be the duty of any National Officer attending the meeting to assist the National Vice President or Regional Director. If neither is available, then any National Officer shall have the responsibility to conduct such seminars.

It is further understood that the National President shall authorize or delegate said National Officer to attend the above-mentioned meeting for the purposes outlined.

ARTICLE 2

Branch Membership in District

Every branch shall belong to a District of the First Catholic Slovak Union. The boundaries of each District shall be established by the National Executive Committee with the final approval of the Board of Directors.

ARTICLE 3

District Dues

District dues will be set by each individual District and payable annually.

ARTICLE 4

Meetings

Every District shall hold at least two (2) meetings each year. At least one meeting shall be the Annual Meeting for the purpose of the election of officers for that District. The District shall have the authority to hold as many other meetings as it deems necessary to promote its mission and objectives.

At each meeting, each person in attendance shall sign a sign-in sheet provided by the Recording Secretary for that purpose. This sign-in sheet shall provide space for the person to place his/her name, address, branch number or other capacity in which he/she is appearing at the meeting.

District Officers shall each have one vote. Each branch having a membership of up to 49 members shall be eligible to have one delegate. Branches of 50 to 100 members shall be eligible to have two delegates representing it. Branches having membership of 101 to 150 members shall be eligible to have three delegates representing it. Branches having membership of 151 to 200 members shall be eligible for four delegates, and all branches having a membership of 201 members or more shall be eligible to have five delegates.

Each District shall determine if an active member attending the District meeting shall be entitled to one vote on any issue brought up for consideration or decision.

ARTICLE 5

Order of Business

As far as practical, the following order of business shall be followed at each District Meeting:

- a) Meeting shall be called to order by the President.
- b) Chaplain shall offer a prayer.
- c) The Pledge of Allegiance or a proper tribute to the nation in which the meeting is being held.

- d) The Recording Secretary calls the roll of District Officers and notes those who are absent. The Recording Secretary introduces any National Officers of the First Catholic Slovak Union present.
- e) The Recording Secretary reads the minutes from the previous meeting.
- f) Appointment of necessary committees by the President.
- g) Report of various District Officers.
- h) Membership seminar to be conducted at Annual and Semiannual Meetings.
- i) All official committee reports shall be submitted in writing at the Annual Meeting.
- j) Old business.
- k) New business.
- l) Election of Officers (if Annual Meeting)
- m) Presentation of new Officers
- n) Selection of time and place for next meeting.
- o) Concluding prayer by the Chaplain.
- p) Adjournment.

ARTICLE 6

Eligibility for Office

Any branch member or any National Officer of the First Catholic Slovak Union residing within the boundaries of the District, and who is present at the Annual Meeting, shall be eligible for any District Office. However, anyone aspiring to a District Office must be a member of his/her branch for at least one year. *Bylaw 14.01 (e) Branch or District Officer who ceases to be a resident within a general area of a branch or district he/she represents is automatically disqualified from office. An exception may be granted by the President and the Executive Secretary.*

Any delegate who is a Supreme Officer or Branch Officer in any other fraternal society shall not be eligible to run for an office in the District.

Any person who has defrauded or embezzled any funds or property of the First Catholic Slovak Union or any of its branches shall not be eligible to be elected to a District Office.

ARTICLE 7

Terms of Office

Each District Officer shall be elected for a term of one (1) year, or until his/her successor is duly elected and qualified.

ARTICLE 8

District Officers

At a minimum the following District Officers shall be elected at the Annual Meeting to-wit:

- a) District Chaplain
- b) President
- c) Vice President
- d) Recording Secretary
- e) Financial Secretary
- f) Treasurer
- g) Auditors (2)

The Executive Committee of the District shall determine if a need exists for additional appointed positions.

ARTICLE 9

Executive Officers

The District President, Vice President, Recording Secretary, Financial Secretary, Treasurer, and Auditors shall constitute the Executive Committee of the District.

ARTICLE 10

Salary of District Officers

District Officers shall be paid such salary as agreed upon by the attendees of the Annual Meeting.

Salaries shall be established prior to the election of Officers.

Salaries of the District Officers shall be paid from the District Treasury.

ARTICLE 11

Election of District Officers

At the Annual Meeting, the Chairman shall appoint a temporary Chairperson who shall preside and conduct the election of Officers. Said temporary Chairperson may appoint three attendees who shall serve as an Election Committee. Election of District Officers shall take place through utilization of secret ballot.

Any person seeking office cannot be a member of the Election Committee and shall be an individual of good character. Refer to the Bylaws of the First Catholic Slovak Union for additional requirements.

A candidate for an office must receive a majority of votes cast in order to be elected. If no one candidate for an office receives a majority of votes, a second ballot of the two candidates receiving the highest number of votes will be held.

ARTICLE 12

District Chaplain

- a) The District Chaplain, if possible, shall administer the oath of office to the newly elected District Officers.
- b) The District Chaplain shall organize, oversee, and coordinate all religious activities or events sponsored by the District.
- c) Any issues in the District involving religious practices or customs that cannot be resolved by the District Chaplain are to be referred to the National Chaplain.
- d) Failure of the District Chaplain to fulfill his duties shall subject him to dismissal by the District Officers or the National Chaplain.

ARTICLE 13

President

The President shall:

- a) Preside at all District Meetings and be responsible to encourage and promote a program consistent with the Bylaws of the First Catholic Slovak Union and the Bylaws of the District.
- b) Maintain order at all meetings and extend every courtesy to any person participating in the business of said meeting.
- c) Supervise and be responsible for assuring that all District Officers fulfill obligations required of their respective offices.
- d) Sign all reports.
- e) Call District Meetings.
- f) In the event of a tie on any issue before the assembly, cast a vote to break the tie.
- g) Appoint all necessary District Committees required to fulfill objectives of the District. Membership on District Committees, especially those that promote new members, should be drawn from a variety of branches within the District. All District Committees should be approved by the Executive Committee of the District.
- h) Give a National Officer or member of the Board of Directors the full privilege of the floor should a National Officer or member of the Board of Directors be present.
- i) Shall have the power to fine or discipline any member, in accordance with the Bylaws of the First Catholic Slovak Union.

ARTICLE 14

Vice President

The Vice President shall, in the absence of the President, preside at all meetings and in the event of a disability of the President, discharge all duties of the office of the President.

ARTICLE 15

Recording Secretary

The Recording Secretary shall:

- a) Record all minutes of the proceedings of all meetings and read minutes of all meetings conducted by the District.
- b) Keep all correspondence sent out on official announcements of meetings to all branches of the District.
- c) Forward to the National Executive Secretary copies of the minutes of the Annual and Semiannual Meetings along with a copy of the sign-in sheets.
- d) Notify the District Chaplain of the time, place, and date of the Annual and Semiannual Meetings at least one month in advance of the meeting so he can make arrangements to be present.

ARTICLE 16

Financial Secretary

The Financial Secretary shall:

- a) Accept dues from branches and record the same.
- b) Issue all vouchers approved and ordered by the District and submit them to the Treasurer for payment.

- c) Give such surety bonds as the District deems necessary and, at the expiration of the term, render an account and surrender to the District all books and property belonging to the District.

ARTICLE 17

Treasurer

The Treasurer shall:

- a) Prepare an annual budget for the District and forward said budget to each branch.
- b) Keep a full, complete, and detailed inventory of all District assets.
- c) Record all receipts, pay all District expenses, and accept dues paid by various branches from the Financial Secretary. He /She shall also send the necessary membership receipts to all branches entitled thereto.
- d) Deposit, without delay, any monies collected in the name of the District in a bank which is properly covered through Government insurance and which has been designated as the official depository for the District.
- e) Be responsible for the payment of all District expenses. Each expense must be paid by check which is to be signed by the District Treasurer and one other District Officer.
- f) Submit to the District Auditors a written report of the financial condition of the District; said financial report shall be audited and approved by the District Auditors and shall be read at the Annual, Semiannual, or any other meeting, as directed by the President.
- g) Furnish a bond in such amount as shall be fixed by the District and, at the expiration of the term, render an account and surrender to the District all books and property belonging to the District.

ARTICLE 18

Auditors

The Auditors shall:

- a) Examine all financial reports submitted by the District by the Treasurer and, if said report(s) are in order, approve the same and forward the report to the Financial Secretary.
- b) Audit and certify all District obligations.
- c) Have free access, at any time, to examine any books, records, letters, or documents of the District Officers.
- d) Be responsible to report all errors or irregularities to the membership at District meetings.

ARTICLE 19

District Reimbursements

The Recording Secretary shall send the National Executive Secretary a copy of the minutes and attendance sheets from all District Meetings.

Only after the National Executive Secretary receives the minutes and attendance sheets will the Home Office semiannually reimburse each District (Okres) in the amount of \$700.00 and an additional \$5.00 per member who attends the district function, according to Bylaw 5.05 - District Expense.

ARTICLE 20

Publicity

The Recording Secretary and District Officers shall prepare suitable reports of all activities which have taken place in the District. Said reports shall be properly typed and submitted to the Editor of *Jednota*.

ARTICLE 21

Reports of Officers

All District Officers must submit a written report at the Annual Meeting and at such other times as requested by the District President.

ARTICLE 22

Appeal in Event of Grievance

If a properly heard grievance is filed against any District Officer, delegate, or branch, the party against whom the decision or grievance is filed shall have the right to appeal the decision to the National President. This appeal must be performed within fifteen (15) days after the decision is rendered. A copy of the grievance must be sent to the National President within fifteen (15) days after it has been filed.

ARTICLE 23

Prohibitive Practice

No District Officer or District shall have the right to contract, enter into any agreement, or incur any debts or financial obligations by using the name of the First Catholic Slovak Union or any particular branch without prior written approval of the National President and National Executive Secretary.

The District shall function as a unit; any and all fraternal obligations incurred or contracted must be approved at a regular meeting by proper action of the membership.

ARTICLE 24

Rules and Regulations

No District shall be allowed, authorized, or permitted to pass any Rules, Bylaws, or Regulations which are inconsistent with the Bylaws of the First Catholic Slovak Union.

ARTICLE 25

Amending Bylaws

The Board of Directors of the First Catholic Slovak Union reserves the right, at any time it deems necessary, to amend, change or modify these Bylaws.

VERIFICATION

We hereby certify that the foregoing District Bylaws are in conformity with the National Bylaws of the First Catholic Slovak Union which were approved and adopted by the 52nd Convention of the First Catholic Slovak Union held from July 30, 2022 to August 2, 2022 at Independence, Ohio, and such District Bylaws have been approved by the Board of Directors of the First Catholic Slovak Union at the December 16, 2023 Quarterly Board of Directors Meeting held at the Home Office in Independence, Ohio.

KENNETH A. ARENDT
National President

KEVIN J. COLLINS
Executive Secretary