

#### 4.05 FINANCIAL OBLIGATIONS

By the end of March of each year, the Home Office shall pay each local branch \$7.00 per member, per year, provided the local branch has fulfilled the following requirements:

- (a) Published, announced and conducted, as per 14.01(a), two (2) semi-annual meetings, one of which shall be an annual meeting held for the election of officers. Meeting attendance (sign in) sheets or copies shall accompany the Reports submitted to the Executive Secretary.
- (b) Submitted an annual report to the Executive Secretary on a provided form, by February 15th of the following year.
- (c) Submitted a financial report to the Executive Secretary on a provided form, by February 15th of the following year.
- (d) Hosted, sponsored, promoted or attended at least one fraternal activity in the past year.
- (e) Provided the Home Office, on a continuing basis, current addresses of members and completed change of beneficiary forms, death reports, and such other documents as required by the Home Office.
- (f) Sent a branch representative to attend at least one district meeting per calendar year. Those in attendance at the district meeting may vote to provide a branch with an excused absence.
  - (1) Members attending a district meeting shall sign an attendance sheet evidencing their presence at the event. No later than February 15th the District shall notify the Executive Secretary of those branches failing to meet this attendance requirement of article "f" above.
  - (2) The Executive Secretary shall publish no later than May 1ST in the Official Organ those branches failing to meet the requirement of section 4.05.
- (g) Maintained good standing within its district by paying current fiscal year dues and any dues that may be outstanding from previous years.
  - (1) Effective January first of each year, the Home Office shall be obligated to reimburse the District the annual District dues amount for each Branch that is listed within the District as "Contact Home Office". That is, a Branch without officers.
  - (2) Home Office reimbursement to the District shall be completed no later than April 1st of each year. The total Home Office obligation to an individual District shall not exceed two hundred dollars (\$200) per year.
  - (3) Dues for a Branch under the control of the Home Office will be remitted by the Home Office to support the District until such times as the Branch status is fully staffed or its members redistributed within the District first or geographically as necessary.
- (h) The requirements of this Section must be met by the branch to receive payment of any other compensation.
- (i) In the event a District fails to hold a meeting during a calendar year then section 4.05 items (f), (f 1), (g), (g 1), (g 2) (g 3) and (h) shall not be a requirement.

#### **11.04 BRANCH REPRESENTATION AND DISTRICT (OKRES) REPRESENTATION**

(a) Every local branch having fifty (50) or more members and current good standing financially in its district (i.e., up to date with dues payments), may send at its own expense, one of its members as a delegate to the Convention. Said delegate shall have the right to vote, but in no case shall any delegate have more than one (1) vote. Local branches, at their own expense, which have more than 150 members are entitled to two (2) delegates and one (1) additional delegate for each additional 100 members, according to the number of their members on the 1st day of February of the Convention year. Each District (Okres) shall be entitled to only one (1) district delegate.

(b) Any two (2) branches in the same district having less than 50 members can combine if they total 50 members or more. They can send one (1) delegate representing both branches at their own expense with one (1) delegate vote.

(c) The delegate count shall be based on members as of February 1st in the Convention year. The maximum amount of delegates per branch will be twenty (20).

(d) A local branch that has no delegate elected may request that a delegate already elected from another branch represent it. A delegate shall not represent more than two (2) branches, but has only one (1) vote. No National Officer shall represent any local branch.

(e) Notice of all meetings for the election of delegates to the next Convention shall be published in the Official Organ and/or electronic media per 4.06 at least thirty (30) calendar days prior to the date of the branch or district meeting.

(f) Any branch or district, which fails to comply with article 4.05 in two (2) of the four (4) years preceding a Convention, will not be permitted to send any delegates to that Convention, excluding Canada.

### **SECTION 14 RULES GOVERNING LOCAL BRANCHES AND DISTRICTS**

#### **14.01 GENERAL RULES**

(a) Branch and district meetings shall be held in the proximity of the hub of its members. The meetings shall be held at least semiannually, one of which must be for the election of officers, who shall assume their duties upon election. Notice of each of these meetings shall be published in the Official Organ at least thirty (30) days in advance of such a meeting (see 4.06).

(b) The local branches are authorized to establish their own rules and regulations for the operation and control of their branch and members in accordance with the Charter and Bylaws of the F.C.S.U. The branch president shall designate an officer who shall have on hand, sufficient copies available for each member.

(c) Local branches may use the ritual form and prayers as contained in Section 20 of these Bylaws.

(d) Every local branch may observe the anniversary of its patron saint in a manner conforming to the Roman or Eastern Churches of the Catholic Church.

(e) A 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.