

MONTANA STATE COUNCIL BY-LAWS

ARTICLE I

Membership - Officers - Eligibility

Section 1. The membership of the Montana State Council shall consist of: ~~—~~The delegates from each of the subordinate councils of the jurisdiction as provided in Chapter II, Section 12(a) of the Constitution and Laws of the Order; The State Deputy; The State Secretary; The State Treasurer; The State Advocate; The State Chaplain; ~~—~~ The State Warden; ~~—~~ The last living Past State Deputy; ~~—~~ The District Deputies and the State Committee Chairmen for the State jurisdiction.

ARTICLE II

Meetings and Fiscal year

Section 1. The State Council shall be convened annually between the first day of April to and including the first day of June in each year by the State Deputy, at such place within the State as shall be determined at a preceding State Council Meeting or as otherwise provided in this section. Effective the 1981 Annual Meeting the place of the State Council Meeting shall be determined two (2) years in advance by the State Council at its Annual Meeting. Provided that the State Officers shall select such place of meeting, if so directed by the State Council, or in the case said Council shall fail to do so, or whenever it becomes impractical to hold the meeting at the place designated by the State Council:

- a) An official Convention Mass shall be celebrated **at some time during** each annual State Council meeting.
- b) The annual State Council meeting shall be limited to not more than two days.

Section 2. The State Secretary shall furnish credential blanks to the financial Secretary of each subordinate Council at least thirty days before the annual meeting of the State Council.

Section 3. The financial Secretary of each subordinate Council shall prepare and certify credentials in duplicate signed by the Grand Knight and Financial Secretary, under seal, for the delegates and alternates; forward one copy to the State Secretary at least 10 days before the annual meeting of the State Council, and deliver the other copy to the Delegates or Alternates who shall present same at said meeting.

Section 4. The State Secretary shall notify all subordinate councils in the State thirty days prior to the State Convention, of the date, place and time of said convention.

Section 5. The State Secretary shall prepare a roll of all alternates and delegates on the credentials received as provided in Section 3, and said roll shall be the roll of the State Council until the report of the Committee on Credentials has been acted upon and the permanent roll has been determined by the State Council.

A contest on the credentials of any delegate or alternate must first be acted upon by the Committee on Credentials. The Committee, by simple majority vote shall decide the issue presented and its decision shall be binding until the report of the Committee is acted upon by the State Council.

Section 6. Councils not having paid duly levied assessments by the State Council and Supreme Council assessments shall not have the names of their Delegates or Alternates placed on the temporary or permanent roll of the State or Supreme Council until such assessments have been paid.

Section 7. The following members of the State Council shall be entitled to vote on all matters: The Delegates from the subordinate councils, The State Deputy, The State Secretary, The State Treasurer, The State Advocate, The State Warden, The State Chaplain, and the last living Past State Deputy. A majority vote of all members who are entitled to vote shall govern in all matters. A Majority of the State Council shall constitute a quorum.

Section 8. All meetings of the State Council shall be in the third section. All members of the State Council listed in Article II, Section 7, the District Deputies and any past State Deputies present, shall be entitled to speak on any subject relating to the well-being and good order of the Society in the State or throughout the Order. The State Committee Chairmen shall be entitled to speak on questions pertaining to the functions of their particular committees.

Section 9. The following shall form the Order of business at the State Council meetings:

1. Call to Order
2. Warden's Report on Membership Card
3. Opening Prayer
4. Appointment of Committee on Credentials
5. Report of Committee on Credentials
6. Roll Call

7. Appointment of Committees - -
 - a. On laws and resolutions (Resolutions committee)
 - b. On mileage and per diem
 - c. Audit committee
 - d. Special Committees
8. Minutes of last meeting
9. Communications
10. Reports of State Officers
11. Reports of District Deputies
12. Reports of Committees (except Resolutions Committee)
13. Unfinished Business
14. Report of Resolutions Committee
15. New business
- ~~16. Election of officers~~ Selection of city for annual meeting
- ~~17. Selection of city for annual~~ Election of officers
- ~~17.~~
18. Good of the order
19. Closing prayer
20. Adjournment

Section 10. Procedure and debate shall be in accordance with the Laws and Rules of the Supreme Council, the State Council By-laws and Rules, and the Rules of Parliamentary Law known as "Robert's Rules of Order".

Section 11. In matters not herein provided for, the Constitution and Laws of the Order shall govern.

Section 12. The fiscal year of the Montana State Council shall run from July 1st of one year through June 30th of the following year.

ARTICLE III Officers

Section 1. (a) The officers of the State Council shall be the following: State Deputy, State Secretary, State Treasurer, State Warden, State Advocate and State Chaplain.

(b) The duties of the officers of the State Council shall be as hereinafter described and as determined by the Constitution and laws of the Order.

(c) The officers of the State Council, Delegates and Alternates to the Supreme Council, with the exception of the State Chaplain, who shall be appointed by the State Officers, shall be elected by the State Council from third degree members in the State.

(d) Officers of the State Council shall hold office for a term of one year from and after the first day of July following their election and until their successors have been elected and qualified. No member shall be elected an officer of the State Council, nor a delegate or alternate to the Supreme Council who cannot qualify under the Constitution and Laws of the Order.

Section 2. State Deputy - shall preside at all meetings of the State Council and shall be ex-officio a member of all committees. He shall appoint District Deputies subject to the approval of the Supreme Knight for such Districts as may be authorized, require of such District Deputies written reports upon the condition of the Councils and the Order within their Districts, which reports shall be embodied in his own annual written report to the State Council at the Annual Meeting. He shall organize such standing committees of the State Council as are deemed necessary for the proper and efficient administration of the State Council and shall appoint the Chairman thereof. He may call at least two (2) meetings annually of the State Officers, last living Past State Deputy, State Committee Chairmen and District Deputies. He shall have such powers and duties as are established in Chapter IX of the Constitution and Laws of the Order. In the jurisdiction of Montana, the State Deputy may appoint a State Executive Secretary who shall have the following duties:

- a. Serve as the parliamentarian at state meetings.
- b. Mail the state directory, state memorandums, state letters, etc. to the active councils, past state deputies, state officers, state chairmen and directors.
- c. Serve on the Board of Montana K of C Charities, Inc.
- d. Serve as the taker of minutes of Montana K of C Charities, Inc.
- e. Keep a copy of the minutes of state meetings.
- f. Prepare letters and memorandums as directed by the State Deputy.
- g. Plan Past State Deputies' Dinner at the State Convention.

Section 3. State Secretary - shall act as recorder of all meetings of the State Council, collect all monies due the State Council, make a record thereof and promptly transmit the same to the State Treasurer; draw orders on the State Treasurer for all payments authorized by the State Council; keep a debit and credit account with each subordinate Council and a full account with the State Treasurer; keep a record of the membership in the State;

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and make a report to the State Council of the membership and the finances of the Order in the State for the year ending June 30, March 31, in such form as the State Council may direct. A copy of such report shall be furnished the State Officers and each Subordinate Council. All reports presented at State Council meetings, as well as an official transcript of all State Council proceedings, shall be reproduced and copies furnished to the State Deputy and any member of the third degree in good standing who will request the same and has tendered the reasonable cost of reproducing the same;— said proceedings shall be made available not later than the 1st day of October following the State Council meeting.

Section 4. State Treasurer - shall keep a true and accurate account of all monies received and disbursed; deposit all monies received to the account of the Montana State Council, Knights of Columbus; furnish a surety bond for such amount as the State Council may designate but not less than Ten Thousand Dollars, the expense of same to be paid by the State Council and the bond deposited with the State Deputy; pay out monies of the Order by check only upon orders drawn by the State Secretary and countersigned by the State Deputy. He shall be ex-officio a member and Treasurer of every committee of the State Council, which in the discharge of its duty shall handle any money of the Order; make a report of the financial condition of the State Council for the year ending June 30, March 31, in such form as the State Council may prescribe.

Section 5. State Warden - shall be present at all meetings of the State Council, and at the opening and thereafter admit none but duly qualified third degree members. He shall perform such other duties as may be designated to him by the State Deputy.

Section 6. State Advocate - Shall be the legal advisor for the State Council and shall offer advice to State Deputy as requested.

Section 7. State Chaplain - shall conduct all religious exercises of the State Council. In the event of his absence, the State Deputy may appoint an acting State Chaplain.

Section 8. Appointment to fill vacancies in any office of the State Council shall be made for the unexpired term by the State Officers. In case of any vacancy in the office of alternate to the Supreme Council, such vacancy shall be filled by the State Deputy.

ARTICLE IV

Committees

Section 1. All committees shall be appointed by the State Deputy or presiding officer.

a) At his discretion, the State Deputy may appoint the Resolutions Committee in advance of the organization of the State Council and may cause this committee to commence work on such resolutions that may then be before it for its consideration. The State Advocate shall be chairman of the Resolutions Committee with right to vote therein. ~~No additional per diem shall be due or paid because of this subsection.~~

Section 2. All resolutions and committee reports shall be in writing. All resolutions submitted by Subordinate Councils shall be in the hands of the State Advocate at least forty-five days prior to the annual meeting of the State Council; ~~the State Advocate shall prepare copies of all such resolutions received, and submit a copy of said resolutions to each subordinate Council not less than thirty days prior to said annual meeting.~~

Section 3. No resolution involving the expenditure of monies or which requires an increase in the State Council per capita assessment shall be considered by the State Council unless such resolution shall have been so submitted to the State Advocate and distributed as provided in Section 2 as hereinbefore provided.

~~Section 4. Subordinate Councils or State Officers submitting resolutions, in accordance with Section 2 herein before, to be acted upon by the State Council at its annual meeting should indicate the source of funding if the resolution involves monetary commitment.~~

~~Section 5. No resolution involving the expenditure of funds by Montana Knights of Columbus Charities, Inc. shall be considered by the State Council unless that resolution has been positively endorsed by the Board of Directors of Montana Knights of Columbus Charities, Inc. and the Resolutions Committee. No charities may be added to the "Green Sheets" unless their names have been presented to, and approved by, the Board of Directors of Montana Knights of Columbus Charities, Inc.~~

Section ~~4~~6. No resolution by a subordinate Council supporting a candidate for an office in the Order nor supporting a site for the Annual Meeting shall be permitted.

ARTICLE V Finances

Section 1. The State Officers shall ascertain the amount of money for expenses for the ensuing year, shall draft a resolution calling for an assessment against the subordinate Councils sufficient to cover same and shall submit the resolution to the State Council at the time specified in the order of business.

Section 2. All funds of the State Council shall be paid to the State Secretary by draft, money order or check, payable to the Order of the State Treasurer, and after making record thereof shall promptly transmit to the State Treasurer.

Section 3. Payment of State Council funds for authorized expenditures shall be made only by the check of the State Treasurer, as such, countersigned by the State Deputy.

Section 4. ~~All expenditures of State Council funds shall require approval or ratification of the State Council. The State Officers shall prepare a budget for consideration by the State Council at their annual meeting. After approval of such a budget by the State Council, expenditures, on a line-item basis, may be made by the authorized State Officers without any further action being taken by the State Council as long as the line-item budget is not being exceeded.~~ —The State officers are hereby authorized to incur such expenses as are necessary and proper in the carrying out of their respective duties as provided in these by-laws. The State Deputy is authorized to incur such expenses as he deems necessary for the proper and efficient administration of the State Council.

Section 5. Assessments levied by the State Council upon the subordinate Councils shall be due and payable within thirty (30) days after such levy.

Section 6. Per diem and mileage expenses will be paid to members of the State Council, or others delegated to attend ~~any~~the annual State Council meeting called by the State Deputy as otherwise authorized by these by-laws. The rate thereof shall be established by the State Council and until further modified, shall be ~~the rates established by Resolution 24, passed in 1982. (\$3\$50.00 per day and \$.1523 per mile).~~ until modified by a properly presented and adopted resolution. The mileage and per diem committee shall determine and approve all payments made for the Annual Meeting. The State Deputy shall have authority to approve payment for any special meeting. Mileage will always be determined pursuant to the last official Montana Department of Transportation highway road map, by the shortest feasible route available.

~~Section 7. The State Secretary shall be permitted to employ a qualified assistant secretary to help record and transcribe the proceedings at the Annual State Council meetings. The assistant secretary shall receive the regular mileage and per diem expense money and a fee of Twenty-Five Dollars (\$25.00).~~

ARTICLE VI

Power and Authority

Section 1. The State Council is authorized and directed, at the Annual Meeting thereof, to take into consideration all matters whatever relating to the well-being and good order and laws of the society in the State, or throughout the Order, and pass votes and resolutions in reference thereto, and make report thereof to the Supreme Council for action, and said Council may make laws for its own government and for the government of the local or subordinate Councils within the State, in all matters not in conflict with the constitution, laws, rules and regulations of the Supreme Council, or the Board of Directors, and may make laws and rules for their enforcement. No law or regulation adopted by the State Council shall be effective until approved by the Board of Directors or Supreme Council, to whom such laws or regulations shall be transmitted for approval or disapproval by the State Deputy.

ARTICLE VII~~I~~

Miscellaneous

Section 1. Subordinate Councils shall furnish membership and other reports requested by State Officers within a period not exceeding thirty (30) days from the date of such request, unless a shorter period is specified in the request, in which case the information will be furnished within the required time if it is possible to do so.

Section 2. These by-laws or any part thereof may be amended or repealed at any regular meeting of the State Council by a majority vote of those present provided that all proper advance notification has been given and all procedures set down in these by-laws for resolutions have been followed.

APPROVAL OF BY-LAWS

The foregoing By-laws ~~will be~~ were adopted on April ~~30, 1988~~ , 2010, by the Montana State Council, Knights of

Columbus, at its Annual Meeting held in ~~Great Falls~~~~Pelton~~,
Montana, are hereby declared to be the official By-laws of
said State Council and shall govern the State Council and
subordinate Councils within the State.

STATE DEPUTY STATE ADVOCATE

The foregoing By-laws submitted by the Montana State
Council were approved by the Supreme Board of Directors on
the ~~11~~th day of ~~August~~, ~~1987~~2010.

SUPREME ADVOCATE