

CONSTITUTION
SACRED HEART LADIES' GUILD

- ARTICLE I NAME
The name of the organization shall be the Sacred Heart Ladies' Guild (SHLG)
- ARTICLE II PURPOSE
The purpose of the SHLG shall be
- To foster a spirit of fellowship and faith for the women of the parish
 - To support and aid Sacred Heart parish women in their spiritual journey through prayer, charitable work and camaraderie.
 - To assist in the hospitality of the parish and extend the hand of friendship
 - To offer financial assistance and resources through fundraising and charitable works for the needs of local charitable organizations.
- ARTICLE III MEMBERSHIP
All women of the parish are welcome to become members of the SHLG by attending membership meetings.
- ARTICLE IV MEMBERSHIP MEETINGS
Membership meetings of the SHLG shall be held from September through June each year.
- ARTICLE V OFFICERS
- 5.1 Definitions
The officers shall include the President, Vice President, Secretary and Treasurer. The duties of each officer are outlined in the SHLG By-Laws.
- 5.2 Eligibility
Any active member is eligible to serve as an officer in the SHLG. It is preferred that candidates for the offices of President and Treasurer will have participated in SHLG activities for at least one year prior to nomination.
- 5.3 Election
Officers shall be elected annually by the voting membership. Officers shall serve for one year and may be eligible for a second term. Where circumstances warrant and the officer is willing, the two-year limitation can be waived. Election policies and procedures are specified in the SHLG By-Laws.
- 5.4 Vacancy
Vacancy of any office shall be filled by Presidential appointment.
- ARTICLE VI COMMITTEES
- Committees will be formed or dissolved, as needed, to meet the organizational needs of the SHLG.
 - Committee functions and activities will support the purpose of the SHLG.

ARTICLE VII FINANCIAL STRUCTURE

The SHLG may generate funds in order to be self-sustaining. The SHLG funds are incorporated into the parish budget as a separate line item. Annual SHLG expenses are projected into a budget that is submitted to the Finance Council chairperson.

ARTICLE VIII POLICIES AND PROCEDURES

Policies and procedures for SHLG operation and organization are incorporated in the articles of the SHLG By-Laws.

ARTICLE IX AMENDMENTS

All proposed amendments of this Constitution shall be presented, in writing and oral motion, at a membership meeting. A discussion of the proposed amendments may be honored if time allows at that meeting. Otherwise, the motion's discussion and possible vote may be taken on the proposed amendments at the next scheduled membership meeting. Written notice of the motion to amend must be sent to the President at least 14 days before the membership meeting so that it may be added to the agenda and be sent out to the membership by the President, via email, at least one week before a vote can be taken. The vote requires approval of the majority of members in attendance at the membership meeting and is conducted by the Chair (President) of the meeting.

ARTICLE X PARLIAMENTARY AUTHORITY

Parliamentary authority shall be Robert's Rules of Order Newly Revised Edition.

ARTICLE XI DISSOLUTION

The membership of the SHLG or the pastor of Sacred Heart Catholic Church has the authority to dissolve the SHLG organization.