



Club Policy Manual

Policy # 9 Subject: By-Laws of the Holy Ghost Association, Inc.

Effective: October 2004

Revised: 11/2005, 5/2006, 7/2008, 6/2014, 4/2016, 10/2019, 5/2021

ARTICLE I

NAME OF ORGANIZATION

The organization shall be known as The Holy Ghost Association, Incorporated, of Martha's Vineyard.

ARTICLE II

PURPOSE

The chief and principal purpose of the Association, a private club, shall be to advance social and civic interests on Martha's Vineyard and to uphold the Portuguese and Catholic traditions at the Annual Feast.

ARTICLE III

QUORUM AND MEETINGS

- Section 1. Fifteen members, including officers and directors, shall constitute a quorum for the transaction of business at any monthly meeting; except for the voting in of new members, which does not require a quorum. All other business shall be forwarded to the next monthly meeting. Once new members are voted in, a meeting may then be called to order as long as a quorum has been reached.
- Section 2. The monthly meeting will be at the discretion of the President every month unless otherwise posted.
- Section 3. The Annual Meeting shall be held at the November meeting each year.
- Section 4. Notice of all monthly meetings, special and regular Board of Directors meetings shall be posted on the club bulletin board not less than seven days before said meeting. Emergency meetings of the Board of Directors shall be held at their discretion.

ARTICLE IV

ELIGIBILITY OF MEMEBERSHIP

- Section 1. The total membership of the Holy Ghost Association will be limited to fifteen hundred (1500) dues-paying active members.
- Section 2. Any person who has reached the state's legal drinking age shall be eligible for original membership regardless of gender, nationality, race or creed, upon payment of the current initiation fee, door card fee and annual dues.
- Section 3. Any member who is current in their dues and is not barred from club activities for any infraction is to be considered a member in good standing.
- Section 4. Any existing member in good standing for five (5) years and attaining the age of sixty-five (65) shall be given Honorary Membership effective January first (1st) after the year in which the birthday occurs.
- Section 5. The initiation fee shall be reviewed by the Board of Directors and voted on by the membership at any monthly meeting as needed. The annual dues shall be reviewed by the Board of Directors and voted on by the membership at the November meeting of each year.
- Section 6. Any members in arrears shall be dropped from the active membership. In order to be reinstated, a payment of the current card fee and past dues up to \$150.00 must be paid. Only members in good standing will be allowed to attend meetings. Voluntary termination of membership shall be effective only upon receipt of a member's written letter of resignation to the Board of Directors, and the return of his or her door card.
- Section 7. Any member on active military duty shall be considered an honorary member and shall be exempt from paying dues, while they are actively serving during a war or conflict.
- Section 8. Any violation of Mass. General Laws on the premises will result in disciplinary action that could include revocation of membership and/or police action.

ARTICLE V

OFFICERS

- Section 1. The Officers of the Association shall consist of one (1) President, one (1) Vice president, one (1) Secretary, one (1) Treasurer and one (1) Assistant Treasurer.
- Section 2. The Board of Directors shall consist of the President, Vice-President, Secretary, Treasurer, Assistant Treasurer and six (6) members elected from the floor. The past president shall automatically serve as a Board of Director member for one (1) year following the end of their presidency. For the transition year there will be (12) members on the board. The five (5) other Board members shall be elected from the floor.
- Section 3. Any officer or Board of Director vacancy shall be filled by a Presidential appointment, until the next annual election.

- Section 4. Members running for an Office or Board of Directors must be a member in good standing for two (2) years prior to running.
- Section 5. There shall be at least one member of the Board of Directors as a voting member on each committee.
- Section 6. Board of Directors shall serve for a period of one (1) year or until their successor is appointed. A no confidence vote by 2/3 majority of the Board of Directors, regarding a member of the Board, shall be taken to the floor at the next monthly meeting for a vote on his/her dismissal or retention.
- Section 7. The Board of Directors shall not be held personally liable for debts, liabilities or other liabilities of the corporation.
- Section 8. If an Officer or Director on the Board of Directors is serving in active duty in the United States military when an annual election is held, that Officer/Director shall retain his or her position on the Board. An appointment shall be made to temporarily fill the active-duty Officer/Director position if vacated during the year. A Temporary Officer/Director shall be elected at the next election and shall serve until the earlier of: a) the return of the active-duty Officer/Director; or b) the next annual election. Of the six members elected as Directors, the member receiving the least number of votes shall be designated as a Temporary Director, and shall serve until the earlier of: a) the return of the active-duty Officer; or b) the next annual election.

ARTICLE VI
ELECTION OF OFFICERS

- Section 1. At the September meeting the president shall appoint a Nominating Committee to serve for one (1) year. That committee shall bring a list of candidates to the October meeting for the purpose of creating a written ballot, for use at the November meeting. Also at the October meeting, the attendance at meetings for each Board of Directors for the preceding year shall be posted.
- Section 2. The sole purpose of the annual meeting held in November, will be to elect the Board of Directors and vote on the annual dues.
- Section 3. New Officers shall resume their respective duties the following January.
- Section 4. Elections shall be run according to association election rules.

ARTICLE VII
FINANCES

- Section 1. The chairman of any committee shall be responsible for all monies collected. All money collected or due the association must be turned over immediately to the Treasurer or Club Manager, with a report to follow as soon as is possible.
- Section 2. The President or his/her designee shall approve all bills.
- Section 3. No charges to the association are to be made without prior authorization of the President, Treasurer or Club Manager on duty.

ARTICLE VIII
AMENDMENTS

Any repeal or amendment of the by-laws of the association must take place at a special meeting called for the sole purpose with a quorum of members present and in good standing. The notice of such meeting will be posted at the PA Club and in an email to members.

ARTICLE IX
MANAGER AND COMMITTEES

- Section 1. The standing committees of the association shall be the Benevolent, Scholarship, Nominating, Golf, Long-Range Planning (AKA Building), Disciplinary, Fund Raising, Auction, Entertainment and By-Law Committees. Each committee shall have a chairman and a member of the Board of Directors.
- Section 2. The President shall appoint the Standing committees. Any member interested in becoming a member of a committee shall so notify the President.
- Section 3. It shall be the duty of the Board of Directors to appoint a Club Manager, regulate the employment of the organization, set all bar prices and hear grievances.
- Section 4. All employees must be a member of the association.
- Section 5. The President and Management shall be Ex officio of any meetings of the Holy Ghost Assoc.
- Section 6. The Club Manager or his/her Designee shall have the authority to rent the New Bar at his/her discretion.

ARTICLE X
PRESIDENT'S ORDER OF BUSINESS

1. Applications for new members
2. Call the meeting to order
3. Recite the following prayer and salute to the flag
"Bless us, O Lord, in all our doings with thy most gracious favor, and further us with thy continual help; that in all our works begun, continued and ended in thee, we may glorify thy holy name, through Jesus Christ our Lord. Amen"
4. Roll Call
5. Secretary's Report, Correspondence
6. Treasurer's Report
7. Report of Committees and Club Manager
8. Nominations and Elections of Officers (November)
9. Unfinished Business
10. New Business
11. Good of the order
12. Adjournment