



***Standing Rules of
St. Elizabeth Ann Seton
Women's Club***

STANDING RULES OF ST. ELIZABETH ANN SETON WOMEN'S CLUB

1. Regular monthly meetings are held on the second Monday of the month from September through May unless otherwise stated from 7:00 P.M. to 9:00 P.M. Annual dues are \$15.00. Notices of meetings will be regularly published in Flocknote and the church bulletin, except December and May.
2. Members whose dues are current will be invited to the December and May functions.
3. The organization shall pay the registration fee for the President and the club delegate and will pay ½ of the registration fee for up to an additional six members attending the meetings of the North Texas Deanery Council of Catholic Women. The club will also pay the registration fee for the two voting delegates and the Woman of the Year Honoree to attend the Annual Assembly of the Dallas Diocesan Council of Catholic Women.
4. Speakers or entertainers may be offered an honorarium.
5. The President has authority to make decisions on expenditures not to exceed \$100.00. Expenditures not budgeted and between \$100.00 and \$200.00 will require approval of the Board. Amounts above \$200.00 will be presented to the membership at a regular meeting for approval.
6. A credit/debit card is maintained by the Treasurer to be used for the Holiday Bazaar and Women's Club purchases.
7. An appropriate gift for the outgoing President shall not exceed \$50.00.
8. The death of a member, spouse, or child shall be remembered with a Mass card. Other deaths or illnesses shall be acknowledged with a card. The Treasurer and Recording Secretary should be notified once members have notified the President.
9. Charitable donations will be made to persons or groups whose activities are in accordance with the teachings of the Catholic Church. The club is obligated to spend the majority of funds on the Church and charitable activities.
10. The annual ending balance of the bank account should be at least \$2000.
11. Monies collected from Holiday Bazaar booth rentals must be held in escrow until after the Holiday Bazaar.
12. These standing rules may be amended by attending members at any regular meeting by a two – thirds vote without notice, or a majority vote with notice.
13. No one shall speak more than two minutes nor more than twice to the same question without permission of the assembly.
14. Maximum time for discussion of each issue shall be limited to ten minutes.
15. Members shall refrain from speaking during business meetings unless entitled to the floor.
16. Cell phones must be turned off or set on “silent mode” during all functions.

Adopted: 1996 -1997
Amended: October, 2005
Amended: March, 2011
Amended: August, 2015
Amended: November, 2018
Amended: December, 2021