

Women of St. Francis

Standing Rules

1. The Executive Board can allocate up to \$100.00, without approval of the general body, for the annual year. This will include monetary funds, goods or services totaling \$100.00.
2. The President of the Women of St. Francis shall attend North Texas Deanery meetings whenever possible and perform any duties related to the deanery. She may send an alternate if she cannot attend.
3. A stipend of not more than \$100.00 will be paid to speakers for the general meetings.
4. The sunshine Committee will acknowledge the death of a member, spouse, child, parent or sibling of a member by sending a mass card and a plant or flower arrangement to the immediate family.
5. Announcements shall be cleared with the President prior to the meetings.
6. The President and Vice-President shall be considered members of all committees. Therefore, all committee chairs shall notify them of all committee meetings thus giving them the opportunity to attend although their attendance is not mandatory.
7. Any elected officers on the executive board may also serve as committee chairs/co-chairs without conflict,
8. The President of Delegate may be allotted an amount not to exceed \$500.00 for expenses to attend the Province Convention to include: registration, hotel and convention dinner should funds be available.
9. The Standing Rules may be amended at any regular meeting by two-thirds vote without notice or a majority vote with notice.
10. The Budget Committee (which is appointed by the President) will develop a budget which will be voted on at the September meeting.
11. Expenses incurred, as contained budget, the WoSF approved budget, shall be paid by the Treasurer without additional approval.
12. All books and records of the President, Secretary, Treasurer and Parliamentarian shall be turned over to their successors no later than thirty (30) days following the end of the fiscal year (June 30).
13. An Audit shall be conducted each year, and a meeting with the Pastor or his representative at their convenience.
14. The President and Vice-President, or their designated representatives, will represent the Women of St. Francis at the Annual Convention of the National Council of Catholic Women (NCCW) and the following expenses may be paid should funds be available: (shared accommodations), out of city transportation, convention banquet, and Province dinner.

Adopted 2008

Amended November 19, 2015

Amended April 4, 2019