

White Eagle Benevolent Society
Of
Kingston N.Y., Incorporated
Organized May 8, 1892

Constitution and By-Laws

Article I – Name

- 1) This organization shall be known as the White Eagle Benevolent Society of Kingston, New York, Incorporated.

Article II – Aims & Purposes

- 1) To promote social interaction among our members.
- 2) To promote our ethnic heritage within our Society.
- 3) To be active in our community through voluntary service and charitable contributions.
- 4) To aid and assist the members and/or their families in case of sickness or death.
- 5) To provide clubrooms for use by members, family, and friends.

Article III – Membership

A.) Classes of Memberships

- 1) Active
- 2) Honorary
- 3) Social
- 4) Sponsored

B.) Active Member

- 1) An active member of the Society must be at least
- 2) 21 years of age and of Polish/Polish-American descent or married to a person of Polish/Polish-American descent.
- 3) They must be of good moral character, and shall not be a member of any secret or subversive organizations.
- 4) An applicant for active membership must be sponsored by at least two (2) active members in good standing.

C.) Honorary Member

- 1) An Honorary membership may be conferred upon an individual, group, or organization who has performed meritorious service in the community or in our armed forces.
- 2) An Honorary membership may be conferred upon an individual, group, or organization that has supported the organization in a manner that benefits the general welfare of the Society.
- 3) The Board of Directors may bestow Honorary member status upon any individual, group, or an organization they seem fit.
- 4) A list of the Honorary Members shall be maintained, updated, and approved at least annually by the Board of Directors.
- 5) Honorary members have the same rights and privileges as an active member, except they have no voice or vote whatsoever in the matters pertaining to the Society.
- 6) Honorary members have no financial obligations to the Society.
- 7) An Honorary member who brings discredit in any manner to this Society shall have his membership revoked.

D.) Social Member

- 1) A social member is a person, 21 years of age or older, who is a friend of an active member, and has been approved by the Board of Directors of the Society.
- 2) Active members submitting applications on behalf of candidates who are interested in becoming Social Members of the Society are vouching to the integrity and character of the applicant.
- 3) Once approved by the Board of Directors, a social member may frequent the club without the active member with him/her.
- 4) Social members cannot bring any guests except their significant other.

- 5) Social members receive no other rights or privileges afforded "Active Members" of the Society.
- 6) Social member cannot attend any meetings of the Society.
- 7) Social members receive no discounts on use of the hall.
- 8) They have no financial obligations, other than dues, to the Society.
- 9) The Board of Directors may revoke anyone's "Social Member Status" at any time for any reason.

E.) Sponsored Member Status - The White Eagle Benevolent Society, in keeping with the "aims and purposes" of the Society, from time to time, sponsors individuals, groups, and organizations in the community and surrounding area, for the purpose of social, recreational, and educational reasons. These individuals, members of the groups or organizations that we sponsor, shall be afforded "Sponsored Membership Status." A "Sponsored Member" shall be governed by the following:

- 1) Every member of these groups will act as representatives of our society and be allowed to frequent the Society.
- 2) They may bring guests associated with the sponsorship.
- 3) They receive no discounts on use of the hall.
- 4) They have no voice or vote on the business of the Society.
- 5) They are not allowed in membership meetings.
- 6) The memberships are valid for the length of the sponsorship.
- 7) The Board of Directors shall approve these sponsorships as they come forward.
- 8) The Board of Directors may revoke memberships at any time.

F) *Application Process for Active Membership*

- 1) All candidates for active membership in this Society, shall be sponsored by at least two (2) active members in good standing.

- 2) All active membership applications, along with the \$1.00 application fee, shall be presented to the Board of Directors for review.
- 3) The Board of Directors shall interview at least one of the sponsors as to the character of the applicant. If the Board of Directors is satisfied with the sponsor's recommendation, the applicant's name shall be presented to the general membership for approval at the next regular monthly meeting.
- 4) Acceptance into the Society shall be by majority vote, of the members present, at the next regular meeting.
- 5) Upon acceptance, the new member shall be notified by the secretary, and shall appear with the sponsors, when possible, at the next regular meeting for the purpose of being sworn into the Society by the President.

G.) Application Process for Honorary Membership

- 1) An applicant for Honorary membership must be sponsored by at least two (2) active members in good standing who know him personally and can attest to his character and qualifications.
- 2) At least one (1) of the sponsors must attend the regular monthly meeting in which the applicant is presented.

H.) Application Process for Social Membership

- 1) Social member candidates must have an Active Member submit an application on their behalf, along with a \$1.00 application fee, to the Board of Directors for approval.

I.) Application Process for Sponsored Membership

- 1) Individuals, groups, and organizations seeking the White Eagle Benevolent Society's sponsorship shall fill out the "Sponsorship Form." A sample of this form can be found in the policy manual.

J.) Dues and Assessments

- 1) Honoring any past commitments of our present membership, all membership classes shall pay annual dues according to the dues schedule found in the policy manual, unless otherwise exempt.
- 2) Annual dues shall be paid by the first regular meeting of the year.
- 3) Members who are in arrears more than six (6) months shall have his name removed from the rolls. The member shall be notified thirty-days (30) prior to the end of June of his obligations.
- 4) While serving in our Armed Forces, active members shall be exempt from paying dues.
- 5) Active members who have been in good standing for five (5) consecutive years, and reaching the age of 65, shall be exempt from all financial obligations of the Society.
- 6) All active members are required to participate in assessment programs for extraordinary expenses, set forth by the Board of Directors and approved by the general membership.
- 7) The Board of Directors may propose dues increase annually for all classes of membership, except Honorary. The proposed dues increase must be approved by a majority vote of the members present at a regular meeting of the Society.

Article IV – Duties of the Members

- 1) Active members of the Society are expected to attend the regular monthly meeting.
- 2) Each member shall give his current contact information to the secretary. This shall include phone numbers, both home and cell, as well as a home mailing address and an email address if applicable. All members shall advise the secretary of any subsequent changes to the current contact information within 14 days of said change.

- 3) A member who voluntarily resigned from the Society or whose membership has been revoked shall be permitted to re-apply as a “new” member and be subject to the same regulations as a new applicant. In addition, he must make restitution of any and all delinquent financial obligations that he may have incurred.
- 4) Expelled members are not eligible for reinstatement of any kind.
- 5) If a member should falsify any book in his favor he shall be expelled from the Society.

Article V - Election of Officers

- 1) The President shall appoint a nominating committee at the September monthly meeting.
- 2) The committee shall present its nominations for office at the November monthly meeting.
- 3) Nominations from the floor shall be taken at the November meeting.
- 4) Members must have completed 6 months in the Society to be eligible to hold any elected positions.
- 5) The Society shall elect the following officers:

President	Vice President
Recording Secretary	Financial Secretary
Treasurer	Marshall (Sgt. at Arms)
Directors (6 for 2 years each)	
- 6) All officers except directors shall be elected for a term of one year by a majority vote of the members present.
- 7) Directors shall be elected for terms of two (2) years with three (3) directors in the even years and three (3) directors in the odd years.
- 8) Elections shall be held at the regular monthly December meeting. A majority vote of the members present is needed to become an officer of the Society.
- 9) Officer & Directors take office at the first regular meeting in January.

Article VI – Officers Duties

A.) President

- 1) Conducts all Society meetings.
- 2) Supervises over the affairs of the Society and its buildings.
- 3) Sign all documents, minutes, and seals all checks.
- 4) Veto power on all resolutions passed contrary to the provisions of the constitution.
- 5) Has charge of all Society documents and seal.
- 6) Is ex-officio on every committee.
- 7) Has authority to sign checks in the absence of the Financial Secretary or the Treasurer.
- 8) Shall appoint an auditing committee at the January regular meeting.
- 9) Shall be designated the Parliamentarian for interpretation of the rules of the Society.

B.) Vice President

- 1) Be prepared to assume the powers and duties of the President in case a vacancy occurs.
- 1) To act as presiding officer over the Societies affairs in the absence of the President.

C.) Recording Secretary

- 1) Record the minutes for the Board of Directors and the regular monthly meetings of the Society.
- 2) Take care of all correspondence for the Society.

D.) Financial Secretary

- 1) Records the finances of the Society
- 2) Co-signs checks
- 3) Keeps an account of the Societies income and expenditures.
- 4) Gives a semi-annual financial report.
- 5) He must take out a surety bond in an amount determined by the Board of Directors.

E.) Treasurer

- 1) Receive all funds and deposit them in banks designated by the Board of Directors.
- 2) Keep complete membership lists of all members.
- 3) Collect yearly dues.
- 4) Co-sign checks

- 5) Make a semi-annual financial report.
- 6) He must take out a surety bond in an amount determined by the Board of Directors.

G.) Marshall (Sgt. At Arms)

- 1) Leads the Society in all public parades and processions.
- 2) Keep order at all Society functions and affairs.
- 3) The sergeant administers sign-in documentation, ensures that the meeting starts on time and checks that only authorized members are present.
- 4) If new members are attending their first meeting, the sergeant at arms greets them and briefs them on protocol and procedures; he also welcomes any guests.

H.) Audit Committee

- 1) Shall examine all the books, financial records, and statements of the Society at least every six (6) months or sooner if directed by either the Board of Directors or a vote by the general membership.
- 2) Shall report all findings made at the next general membership meeting.

Article VII - Duties of the Board of Directors

- 1) The Board of Directors shall be composed of the President, Vice President, Recording Secretary, Financial Secretary, Treasurer, Sargent-at-Arms, and the six (6) Directors. Twelve (12) members in all.
- 2) Shall operate and manage the properties and interests of the Society.
- 3) Shall establish, maintain, and post a list of the "Honorary" members of this Society. The Board of Directors shall review this list at least annually for the purpose of adding or removing individuals, groups, or organizations from the "Honorary" membership rolls.
- 4) Authorizes Officers and committees to enter into contracts and agreements not exceeding two thousand dollars (\$2,000.00).

- 5) The Board of Directors may enter into contracts and agreements not exceeding seventy-five hundred dollars (\$7,500.00) without a majority of the memberships approval present at a regular monthly meeting.
- 6) Meetings shall be held every Monday and minutes taken and a complete report given at the next general meeting.
- 7) The Board of Directors has the right to formulate rules and take action for the protection of the Society's property and undertake such measures to uphold the integrity of the Society that are not in variance with the constitution.
- 8) Shall fix rules pertaining to the use of the Society's hall and meeting rooms by members.
- 9) The Board of Directors shall hire and pay all employees of the Society and are responsible for their actions and the fulfillment of their duties.
- 10) The Board of Directors shall screen all applications for memberships. They shall interview at least one (1) sponsor in regards to the applicant's qualifications. For Active membership applications the Board will verify Polish heritage.
- 11) The Board of Directors shall have the right to set assessment programs to pay extraordinary expenses to maintain the building, property, and the financial integrity of the Society. If the need arises, the Board of Directors shall call a special meeting of the entire membership notifying them as to the date, time, reason or reasons for the assessment, and the cost to each member. A 2/3rds vote in favor of the assessment by the members present is required for approval.
- 12) The Board of Directors shall have the right to set the dues amount for any membership class, except Honorary, with a majority vote of the members present at a regular meeting of the Society.
- 13) In the absence of the President, the Vice President, and in case any other permanent officer of this

organization deems himself unqualified to preside as officer to conduct the affairs of this Society, the Board of Directors are empowered to appoint a member of their body to officiate this office with full powers of the President in his absence.

Article VIII - Rules and Regulations

- 1) A quorum of ten (10) active members, including the Board of Directors, is required to conduct business of the Society at the regular monthly meetings. Motions adopted at regular monthly meetings require a majority vote of the members present to become valid.
- 2) The meetings of the Society shall be held on the first Thursday after the 1st of the month at 7:00PM. This clause can be changed at the discretion of the Board of Directors.
- 3) As soon as the President strikes the table and calls the meeting to order, all members shall be seated.
- 4) Once the presiding officer of the meeting recognizes the member, the member shall have the right to speak without interruption. Then member shall stand while addressing the chair. No member shall be permitted to speak more than three (3) times on the same question, no longer than five (5) minutes at a time. In special cases the presiding officer shall permit a member to speak for a longer time.
- 5) If several members claim the floor at the same time, the presiding officer shall assign the floor to one of them.
- 6) A member called to order by the presiding officer shall immediately comply.
- 7) All motions shall be made with due deliberations. Insulting remarks in speeches and motions shall not be in order.
- 8) Motions contrary to these articles of the constitution and by-laws are absolutely forbidden.

- 9) A member who has been absent shall not on that score raise any objections to such measures at the subsequent meeting.
- 10) If a question should arise between members about any point concerning the constitution or other matters not foreseen by the constitution, a majority vote of the members present, shall decide the justice of the case. The members concerned shall abide by this decision.
- 11) When such matters are not specifically noted in the Rules and Regulations of the Society parliamentary procedures governing this Society shall be in accordance with Roberts Rules of Order.
- 12) The Society shall continue to function as long as there are at least five (5) members beside the Board of Directors. If there are fewer than five (5) members, the Society shall disband. Any remaining assets of the Society shall be donated to a charitable organization(s) decided on by the remaining members. The charter shall be returned to the Secretary of the State of New York.
- 13) All members shall keep the matters taken up at meetings in strict confidence.

Article IX – Amendments to the Constitution and By-Laws

- 1) A written proposal shall be presented and read at a regular meeting of the Society.
- 2) Notice of proposed changes shall be submitted in writing to each member of the Society.
- 3) After being presented, the first reading shall commence at the next regular monthly meeting.
- 4) The proposed changes shall then be read at the next three (3) consecutive regular monthly meeting.
- 5) A majority vote of the members present, at the time of the third (3rd) consecutive reading, is required for the proposals to become valid.

Article X – Order of Business

- 1) The meeting begins with a prayer and the pledge to the Flag.
- 2) Reading of the minutes of the previous monthly meeting.
- 3) Reading of the weekly Board of Directors meeting of the previous month(s).
- 4) Dues & Assessments
- 5) Presentation of new candidate: Active and/or Honorary.
- 6) Admission of new Active members.
- 7) Sick Committee report.
- 8) Activity Committee report.
- 9) Audit Committee report.
- 10) Reading of any correspondence.
- 11) Unfinished business
- 12) New Business
- 13) Nomination of candidates for office. (November)
- 14) Election of Officers (December)
- 15) Financial report
- 16) Close meeting with a prayer

The Constitution and By-Laws were revised, amended, and legally adopted at the meeting held April 8, 1955. They were again updated and adopted September 15, 1996.

This revision of the Constitution and By-Laws, for the White Eagle Benevolent Society of Kingston N.Y., Incorporated, dated: _____, have been duly read and approved, and in accordance with the rules and regulations of the Society, by the members present at the regular monthly meeting dated _____,

Officers

Committee

The White Eagle Benevolent Society was originally organized May 8, 1892 in Kingston N.Y. It was first called the Sacred Heart of Jesus and Mary Sick and Aid Society Inc.