

CATHOLIC ALUMNI CLUB OF PITTSBURGH

STANDING RULES

Resolutions passed between December 1987 and December 1992

1. Definition of an Associate

Passed 5/1/1989

Resolve that an associate is one who meets all the requirements of membership except for the educational requirement.

2. Associate Membership Guidelines

Amended 12/1/1992

Resolve that an associate should demonstrate a commitment to the CAC and make a significant contribution by involvement on committees for a period of one (1) year. At that point, a Board member could nominate the associate for membership. The nominating person should present reasons for the nomination. Voting would take place at the following month's Board meeting.

When an individual is elected to membership status, he/she will always be entitled to renew his/her membership at that same status, regardless of any lapse of membership.

3. Definition of a Subscriber

Passed 4/3/1989

Resolve that a subscriber be a person who doesn't meet the requirements of a member or associate but who is legally single, 21 years of age or over, and free to marry in the Catholic Church.

4. Use of Personal Equipment at CAC Events

Passed 12/7/1987

Resolve that the use of personal equipment at CAC events – property that was volunteered – will not be covered. If asked by Club to provide equipment, the Club will cover the deductible, up to \$100.00, on homeowner's insurance policy. If there is no homeowner's insurance policy in effect, the Club will only cover up to \$100.00.

5. Board Members Yearly Dues

Passed 2/2/1988

Resolve that when the CAC Board exceeds 18 members, the Board members will be required to pay one-half the yearly dues for their respective membership term.

6. Use of CAC Calendar

Passed 10/4/1988

Resolve that only events scheduled/sponsored by the CAC of Pittsburgh may appear on the calendar; outside activities or non-Club functions may appear in the newsletter but not on the calendar.

7. Budget for Events

Passed 3/3/1989

Resolve that before an activity can be priced over \$25 per person, a budget must be submitted to and approved by the Board.

8. Transition Committee

Amended 10/3/1989

Resolve that a Transition Committee be formed and be composed of seven voting Board members including the Chairman and three elected officers of the Board.

The Transition Committee Chairman shall be a voting Board member and shall be approved by a majority of the Board.

The Board shall approve the Chairman at the regular Board meeting prior to the General Membership Meeting.

The Chairman of the Transition Committee shall select the remaining committee members prior to the first Transition Committee meeting.

The Transition Committee or the Club Secretary in August distributes the committee information questionnaire. The chairpersons complete them and then return them to their respective Vice Presidents in September. In October, the respective Vice Presidents report on their committees' activities at the Board meeting and/or the Transition Committee meeting.

Operation:

The Transition Committee shall hold two meetings. One meeting shall be held before the General Membership Meeting and one shall be held after the elections.

The meeting before the election shall be for all candidates and shall be for the purpose of acquainting all candidates with the rule books (when available) and for discussion and explanations of key Club information and operations.

The meeting after the elections shall be for the purpose of transferring the rule books (when available) and other pertinent documents for each office to the newly elected Board members, to review the "check list" (when available) of topics and items and to discuss long term goals of the Club.

The Transition Committee shall be dissolved upon the completion of the second meeting.

9. Election of Officers

Passed 4/3/1989

Resolve that the election of officers shall be held before Thanksgiving, with the ballots to be counted by and the results announced at the December Board meeting.

10. Use of CAC Directory

Amended 5/1/1989

Resolve that the CAC directory may be used for CAC business or personal social purposes. The directory shall not be made available to persons or organizations outside the Club. The Board shall make a thorough investigation before any action is taken.

11. Survey Approval

Passed 8/1/1989

Resolve that before any survey by a committee be undertaken, that prior general approval of the Board be given. (This doesn't apply for any candidate running for office.)

12. Suggestions for the Selection of Board Members

Passed 10/3/1989

Resolve that the President selects four (4) At-Large Board members. The First and Second Vice Presidents, Administrative and Activities respectively, will have suggestions in the selection process of their committee chairpersons. The President nominates to the Executive Board the entire nominated Board.

13. Reservations, Cancellation, and Refunds

Passed 10/3/1989

Reservations: All members, associates, subscribers and guests must adhere to the reservation policies of each particular event as outlined in the CAC newsletter, *Points of Pittsburgh*.

Cancellation and Refunds: If a person cancels their reservation before the reservation deadline, then a full refund will be made. If a person cancels their reservation after the reservation deadline, they must contact the person in charge of the event. If a replacement is found, then a full refund will be made. If no replacement is found, then there will be no refund (except at the discretion of the Chairperson).

Events and trips run for the CAC of Pittsburgh by an outside agency: The cancellation and refund policy established by the outside agency will prevail.

14. Unruly Behavior

Passed July 1992

In the event of unruly or unlawful behavior by any person attending a Club event, whether that person is a member or nonmember, the following action may be taken:

1. The individuals may be given an official verbal warning of expulsion from the event,
or
2. The individuals may be expelled from the event.

“Unruly” behavior shall include, but not be limited to:

- Excessive consumption of alcohol,
- Violent or threatening behavior,
- Harassment.

The warning or expulsion shall be given by any of the following combinations of Club members, listed here in order of preference:

1. The sponsor of the event and the highest ranking elected Board officer, upon consensus of the two.
2. A majority consensus of Board members present, elected or unelected.
3. The event sponsor and any Board member, upon consensus of the two.

4. Any two Board members, elected or appointed, upon consensus of the two.

The expelled individuals may or may not have their admission fee refunded, upon the discretion of the members involved in the decision to expel.

Any Board member or event sponsor may choose to disqualify himself or herself from this process if a personal conflict is perceived.

GUIDELINES

1. Pro-life

Passed 11/7/1989

“It is resolved that CAC of Pittsburgh will not knowingly support any event or organization which promotes services or counseling leading to abortion.”

Rationale: As a Catholic organization it is appropriate to enact a pro-life guideline as an aid in guiding the activities of any of the CAC committees. The Club’s charitable efforts should be directed away from support of anti-life or other controversial agencies or activities, but rather should support agencies engaged in ethical research for cures of ailments or for other improvements in the quality of life.