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Draft for the proposed by-laws for the NJCHRC

New Jersey Catholic Historical Commission

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ARTICLE I: PURPOSE

The New Jersey Catholic Historical Records Commission was established by the Catholic Bishops of the Province of New Jersey in 1976 for the purpose of the eventual publication of a history of the Catholic Church in New Jersey.

The Commission is composed of persons who have academic, institutional, professional or public interest in a history of the Church in New Jersey. They have agreed to work together to: (a) promote among New Jersey residents awareness and discussion of the history of the Church in their state; (b) present to future generations of New Jerseyans a complete and accurate record of the persons and events that contributed to the history of the Church in their state; (c) solicit financial aid for historical research and the preservation of historical documents.

ARTICLE II: MEMBERSHIP

The membership of the Commission may not exceed twenty-five. Any member of the Commission may propose new members to fill vacancies. Only those persons who receive a majority vote of the Commission members present will be accepted for membership.

ARTICLE III: OFFICERS

The officers of the Commission shall be a Chairperson who shall ordinarily conduct the meetings, and a Director who shall act as secretary at the meetings and be responsible for implementing the decisions of the Commission.

ARTICLE IV: MEETINGS

Meetings shall be held at a convenient time and place every month unless the Chairperson, in consultation with the Director, shall deem otherwise. The Director will mail to each member a notice of the next meeting together with an agenda for that meeting and the minutes of the previous meeting.

ARTICLE V: QUORUM

A majority of the active membership roll shall constitute a quorum. In the event no quorum is present at a meeting, the Chairperson shall adjourn such meeting and the meeting shall be re-scheduled.

ARTICLE VI: ATTENDANCE

Members will be encouraged to attend all regular Commission meetings.

Absences may be excused by the Chairperson for good cause. After six consecutive unexcused absences, a member shall be asked by the Chairperson to resign.

ARTICLE VII: AMENDMENTS

Amendments to these by-laws may be made at any meeting of the Commission by a two-thirds vote of all the members present, provided that written notice of the proposed amendments shall have been submitted to the members prior to the date of the meeting.