

# Constitution of Southwest Region Teen SOYO

## Article I

### Section I. The Name

The name of this organization shall be the Society of Orthodox Youth Organization, and hereinafter referred to as Southwest Region Teen SOYO.

### Section 2. Authority

This organization derives its authority to function by virtue of the consent and blessings of His Eminence, the Most Reverend Metropolitan Primate of the Antiochian Orthodox Christian Archdiocese of North America.

## Article II

Section I. To promote among the young people of the Southwest Region of the Antiochian Orthodox Christian Church, hereinafter referred to as the Region, a complete devotion to the Holy Orthodox Church, its Faith, Canons, and Worship.

Section 2. To encourage the young people of the Region, to actively participate in the many functions and programs of the Region, and to promote a deeper understanding of the Holy Orthodox Church.

Section 3. To initiate and coordinate the spiritual and charitable works and activities of the teen youth groups of the parishes within the Region.

## Article III

### Section 1. Jurisdiction

The parish subdivisions of the Southwest Region Teen SOYO shall be comprised of duly chartered chapters of the member parishes of the Region, and they shall correspond geographically to the local parishes of the Region.

Section 2. The chartering of the local chapters of Teen SOYO shall be the prerogative of the Regional organization. Chapters being chartered, however, must conform to the provisions set forth in Article I and II of By-Laws of Southwest Region Teen SOYO.

Section 3. In fulfilling the purposes set forth in Article II of this Constitution, Southwest Region Teen SOYO shall exercise governing and advisory

authority over the local Teen SOYO chapters comprising its Regional subdivisions. All local parish chapters must accept and abide by the provisions of the Southwest Region Teen SOYO Constitution and By-Laws as adopted and amended.

#### **Article IV**

Section 1. **Membership**

Membership of Southwest Region Teen SOYO shall consist of all local parishes as described in Article III, Section I.

Section 2. Each Parish shall be entitled to three (3) delegates to the Parish Life Conference of Southwest Region Teen SOYO, one of whom shall be the local Parish President.

Section 3. Any Parish which fails to conform to the provisions of Southwest Region Teen SOYO Constitution and By-Laws as adopted and amended, or is involved in a serious breach of discipline which retards the progress of this organization and the fulfillment of its purposes as set forth in Article II, shall have its membership suspended in the manner prescribed by Article IV of the By-Laws.

#### **Article V**

Section 1. **Officers and Advisors**

The officers of Southwest Region Teen SOYO shall consist of the President, Vice-President, Secretary, and Treasurer. The authority and duty of each shall be as defined in the Constitution and By-Laws.

Section 2. Each officer shall be an active member in good standing of a chartered local chapter and must have been designated as a delegate from his Parish to Southwest Region Teen SOYO.

Section 3. All officers shall be elected at the Parish Life Conference in the manner prescribed by Article VIII of the By-Laws, after which they shall take office and serve for a period of one (1) year, or until their successor(s) is (are) elected or installed.

Section 4. The Bishop shall appoint a member of the Clergy to serve as Spiritual Advisor to Southwest Region Teen SOYO.

Section 5. The Bishop shall appoint a member of laity to serve as Lay Advisor to Southwest Region Teen SOYO.

## Article VI

### Section 1. Administration

There shall be an executive board composed of the officers of Southwest Region Teen SOYO and the Presidents of the Parishes.

Section 2. The executive board with the advice and consent of the Advisors as provided in Article V, Sections 4 and 5, shall define the policies and shall have full administrative authority on all matters involving Teen SOYO. Southwest Region Teen SOYO, however, may amend or rescind any action of executive board at its Parish Life Conference or any special meeting called for the purpose of review of any of its actions.

Section 3. The interpretation of this Constitution and By-Laws by the executive board shall be final and binding unless such interpretation be amended or rescinded at a subsequent meeting of Southwest Region Teen SOYO.

## Article VII

### Section 1. Finance

Each Parish shall pay to Southwest Region Teen SOYO before convening of the Parish Life Conference, a fixed sum per chartered local chapter. The amount to be paid per chapter shall be \$75.00. This amount may be increased or decreased by majority vote at any Parish Life Conference at which a quorum is present.

Section 2. The contributions of the local Parishes as outlined in Section I of this Article, together with any other general contributions, shall be deposited in the name of this organization and shall constitute its general fund.

Section 3. Southwest Region Teen SOYO or its Executive Board as defined in Article VI, Section I, may institute special projects with the advice and consent of its Advisors, for obtaining additional revenues to be used for designated charitable works in the fulfillment of its purposes as outlines in Article II of this Constitution.

Section 4. All funds received by this organization from sources as outlined under the provision of Section 3 of this Article shall be designated as special funds and their use shall be restricted to the fulfillment of the specific purpose for which they were raised.

## Article VII

### Section 1. Meetings

Regular meetings of this organization shall be held once each calendar year at a time and place coinciding with the Parish Life Conference of the Region.

- Section 2. A. Special meetings of this organization shall be called by the President upon the request of two-thirds (2/3) of the Parishes or the unanimous request of the Executive Board; but in all events with the advice and consent of the Advisors.
- B. The President, when calling a special meeting, under the provisions of paragraph A of the Section, shall set the time and place for such special meeting and shall notify all Parishes through their respective Presidents by certified mail no less than thirty (30) days prior to the date set for such meeting.
- Section 3. The Executive Board shall meet at least once each calendar year at a Fall Delegate Meeting. The President shall advise the members of the Executive Board and the Local and Regional Spiritual and Lay Advisors of the time and place of such meeting at least thirty (30) days prior to the date of such meeting.

### **Article IX**

Section 1. Standing Committees

Standing Committees shall be established by the President and shall perform such duties as specified in Article X of the By-Laws.

Section 2. Special Committees

On the advice of the Executive Board and the Spiritual and Lay Advisors, the President may create and appoint such Special Committee(s) as is deemed necessary for any special purpose.

### **Article X**

Section 1. Ratification

Ratification of this Constitution may be had by a two-thirds (2/3) vote of the Parish delegates to the Southwest Region Teen SOYO.

### **Article XI**

Section 1. Amendments to the Constitution

Any local parish or any member of the Executive Board may submit a proposed amendment to this Constitution as adopted and amended, in a manner prescribed in the following sections of this Article.

- Section 2. Proposed amendments to this Constitution must be submitted in writing to the Corresponding Secretary no less than ninety (90) days prior to the regular annual meeting of this organization.
- Section 3. The Corresponding Secretary shall send a copy of all proposed amendments to this Constitution conforming with the requirements as set forth in Section 1 and Section 2 of this Article, to the Spiritual and Lay Advisor, all members of the Executive Board, and all Presidents of the local Parishes no later than sixty (60) days prior to the regular annual meeting of this organization.
- Section 4. The President, on receipt of a proposed amendment to this Constitution, as adopted and amended, shall set the matter on the agenda of the next regular annual meeting.
- Section 5. At the next regular annual meeting of this organization, following the submission of a proposed amendment to this constitution, as adopted and amended, where a quorum of the voting members is present, the proposed amendment may be adopted by two-thirds (2/3) vote of the regional subdivisions present and with the approval of the Spiritual and Lay Advisors.

# By-Laws of Southwest Region Teen SOYO

## Article I

### Local Parishes

#### Section 1.

The officers of a local parish shall be those designated by the Parish Constitution.

#### Section 2.

Each local parish shall hold regular meetings throughout the year. Special meetings may be called under conditions and terms provided by the Local Parish Constitution. Meetings of the local parish executive board shall be held as often as necessary.

#### Section 3.

Local parishes shall hold an election of officers once a year at their regular annual meeting. These officers shall serve one year or until their successors are duly elected and qualified.

#### Section 4.

The Secretary of each local parish shall, within thirty (30) days, credit to the Secretary of the Southwest Region Teen SOYO the names and addresses of the officers elected to serve for the ensuing year together with the name and address of the regional lay advisor, regional spiritual advisor, chapter presidents, regional committee chairman, and chapter lay advisors and spiritual advisors.

#### Section 5.

Each local parish President shall submit an annual written progress report of the region to the Southwest Region Teen SOYO.

## Article II

### Membership

#### Section I.

Any person between the ages of thirteen (13) and nineteen (19) years inclusive, who is a member in good standing of a church of this Archdiocese is eligible for membership in his local chapter.

#### Section 2.

Any person between the ages of eighteen (18) and nineteen (19) may be a member of Teen and/or Senior SOYO, but under no circumstances be an officer in both.

### **Article III**

#### **Chartering of Chapters**

##### Section 1.

The chartering of individual chapters shall be the prerogative of the regional subdivision. All chartered chapters must conform, however, to the provisions of the Constitution and By-Laws of the Southwest Region Teen SOYO.

### **Article IV**

#### **Regulation of Local Parishes**

##### Section 1.

Within ninety (90) days after the adoption of this Constitution and By-Laws, all local parishes shall submit copies of their local parish constitution and by-laws to the credentials and membership committees for review. Any provision of the local constitution which does not conform to the Constitution and By-Laws of Southwest Region Teen SOYO as adopted shall be returned to the region for the amendment of that provision(s) to an acceptable form.

##### Section 2.

Any local parish charged by the membership and credentials committee with a violation of or non-compliance with the provisions of the Constitution and By-Laws, or with a serious breach of discipline which retards the progress of this organization and the fulfillment of its purposes as set forth in Article II of this Constitution as adopted and amended, shall upon this consideration of the Southwest Region Teen SOYO at its regular annual or special meeting called for that purpose, upon a finding that the charges made are well taken, be given sixty (60) days period in order to correct the violation or non-compliance. The period of sixty (60) days shall commence after mailing of registered notice by the Secretary of the Southwest Region Teen SOYO to the last reported President and Secretary of such parish. If the offense(s) complained of have not been corrected at the conclusion of that period, and it is so determined in a meeting of the executive board held for that purpose, the executive board shall with the consent and approval of the spiritual and lay advisor suspend the parish in question.

##### Section 3.

Any local parish suspended under the provisions of Section 2 of this Article, may present written application for reinstatement at the next regular annual meeting of the Southwest Region Teen SOYO at which a quorum is present. Upon the presentation of acceptable evidence of compliance or correction of the offense complained of such local parish

may be reinstated to full membership by a majority vote of the members present.

## Article V

### Officers and Duties

#### Section 1.

President: The President shall preside at all meetings. He shall perform all those duties usually associated with the office of President and exercise general supervision of the work and activities of Teen SOYO. He shall issue the call for the meetings and he shall appoint such committees as may be deemed necessary by the Council.

#### Section 2.

Vice-President: The duties of the Vice-President shall be to preside in the absence of the President. The Vice-President shall be a member ex-officio of all committees. He shall also perform such other duties as pertain to the office or as may be assigned to him by the President or Executive Board.

#### Section 3.

Secretary: The Secretary shall attend all meetings and shall keep the minutes of all meetings, and shall keep the official copy of the Constitution and By-Laws current. He shall sign all documents issued by Teen SOYO when required. He shall assist the President and the Executive Board in the conduct of the business affairs of Teen SOYO and shall perform such duties as are specified or implied in the Constitution and By-Laws, or as may be assigned by the Executive Board.

#### Section 4.

Treasurer: The Treasurer shall receive all funds paid to Teen SOYO and shall deposit the same in the official depositories as designated by the Executive Board. His accounts shall be opened to the inspection of the President, the Executive Board, and any other auditors named by the Executive Board. He shall make a written report at the Annual Meeting of the Parish Life Conference of Teen SOYO and at such other times as the President or the Executive Board may require.

#### Section 5.

Parliamentarian: The Parliamentarian shall perform the functions and duties generally pertaining to a Parliamentarian at all meetings of the Executive Board and the meetings of the Southwest Region Teen SOYO. Robert's Rules of Order shall be the parliamentary authority used by him for all matters of procedure not specifically covered by the Constitution and By-Laws of the Southwest Region Teen SOYO.

## Article VI

### Executive Board

#### Section 1.

The Executive Board as constituted under Article VI, Section 1 of the Constitution shall meet at such times and places as may be determined by call of the President, or by written request of a majority of the members. A written notice of the time and place of all meetings shall be mailed to each member of the Secretary not less than thirty (30) days prior to said meeting.

- a. There will be a meeting of the Executive Board at least once a year prior to the annual meeting of the Southwest Region Teen SOYO. The Secretary shall give at least thirty- (30) days written notice to all members prior to said meeting.

#### Section 2.

The Executive Board may, without meeting together, transact business by any form of communication directed to them by the President or the Secretary with the approval of the President. When such transactions involved monies, the sum shall not exceed \$50.00 without the written approval of the lay and spiritual advisor. When meeting, two-thirds (2/3) of the Executive Board must be present or consulted before dealing with official business.

#### Section 3.

##### Administrative Power of the Executive Board

- a. In addition to the enumerated powers outlined in the Constitution and By-Laws, including raising revenues, management of the assets and properties, committees, control of regional subdivision, and call of special meetings, the Executive Board shall execute any mandate of the Southwest Region Teen SOYO.
- b. The Executive Board may expend such funds as are necessary for stationary, stamps, and office supplies to conduct the business of this organization.

#### Section 4.

##### Powers of the Executive Board:

- a. To initiate motions and resolutions.
- b. To authorize the expenditure of monies, in a sum not to exceed \$50.00.
- c. To conduct research and investigations either as a committee of the whole or by special committee responsible to the Board.

- d. To consider reports by officers and all permanent and special committees.

Section 5.

Spiritual Advisor: He shall be appointed by His Eminence, the Most Rev. Met. & Primate of the Antiochian Orthodox Christian Archdiocese of North America. He shall advise on spiritual matters at all Executive Board meetings and meetings of the Southwest Region Teen SOYO.

Section 6.

Lay Advisor: The lay advisor shall be appointed by His Eminence the Most Rev. Met. & Primate of the Antiochian Orthodox Christian Archdiocese of North America. He shall attend all meetings of the Executive Board and the Southwest Region Teen SOYO. His advice shall be sought and respected by the President, the Executive Board, and the Southwest Region Teen SOYO in all matters affecting the welfare of the national organizations and the fulfillment of its objectives. His consent shall be required on all matters where specifically stipulated in the Constitution and/or By-Laws.

## **Article VII**

### **Meetings**

Section 1.

Meetings of this organization or its executive board shall be held in accordance with the provisions of Article VIII of this Constitution.

Section 2.

The President shall be responsible for the preparing of the agenda for all meetings of the Executive Board and the Southwest Region of Teen SOYO. In the event of a special meeting called under the provision of Article VIII, Section 2 of the Constitution, the agenda for the special meeting must be included with the notice sent. Business other than that listed on the agenda of the special meeting as circulated in an official notice may not be introduced during such meeting.

## **Article VIII**

### **Nominations and Elections of Officers**

Section 1.

The President within thirty (30) days after installation shall appoint a nominating committee to serve for one year. Membership of this committee is restricted to official delegates of the meeting of the Southwest Region Teen SOYO at which he/she was elected to office. The

nominating committee shall serve as chairman and shall be designated so by the President. The duties of the committee shall be as follows:

- a. To encourage qualified members to accept nominations as candidates for the office of President, Vice-President, Secretary, and Treasurer.
- b. To present to the annual meeting of the Southwest Region Teen SOYO a list of qualified candidates for the above mentioned offices. Candidates submitted by the nominating committee must be official delegates to the Southwest Region Teen SOYO and must be present at the time of election. All members of the Executive Board shall be considered official delegates with the right to vote and hold office whether or not they are certified as delegates by a local parish.
- c. To present to the annual meeting of the Southwest Region Teen SOYO a brief outline of the candidates' history and qualifications.

Section 2.

Additional nominations for the offices of President, Vice-President, Secretary, and Treasurer may be made from the floor. Candidates nominated from the floor must be official delegates to the Southwest Region Teen SOYO and must be present at the time of the election.

Section 3.

The voting shall be by secret ballot. No delegate will be allowed to vote unless his name appears on the delegate's list as disclosed by the credentials committee.

Section 4.

A simple majority vote of all votes cast shall be necessary for the election of officers. In the event that any ballot cast does not show a majority, the nominee having the lowest number of votes shall be dropped and on succeeding ballot(s) the same procedure shall be followed until some nominee shall have received the majority of all votes cast.

Section 5.

Cumulative voting shall not be permitted.

**Article IX**

**Vacancies In Office**

Section 1.

In the event of a vacancy in the office of the President between annual meetings of the Southwest Region Teen SOYO, the Vice-President shall assume the office of President and serve out the unexpired term.

Section 2.

In the event of a vacancy in any of the other offices, the Executive Board shall elect a qualified member to fill the office for the unexpired term and this person shall be elected from the list of delegates present at the immediately preceding annual meeting. The Executive Board shall determine when a vacancy exists.

Section 3.

In the event of a vacancy in any appointive office, such vacancy shall be filled Presidential appointment with the approval of the lay and spiritual advisor.

**Article X**

**Committees**

Section 1.

There shall be any number of permanent committees appointed by the President. The chairman of each of these committees shall report to the President and shall be invited to all meetings of the Executive Board.

Section 2.

All committees shall make an annual written report at the annual meeting of the Southwest Region Teen SOYO.

Section 3.

Finance Committee:

- a. The President shall appoint a Finance Committee Chairman who shall conduct the activities of the committee.
- b. The committee shall consist of one member from each of the local parishes.
- c. The Committee shall consider the projects for the encouragement of revenues, consider requests for expenditures of fines, establish minimum reserves for the protection of the credit of this organization and shall serve as the Audit Committee as provided for under Article XI of these By-Laws/

Section 4.

Membership and Credentials Committee:

- a. The President shall appoint three delegates to the Membership and Credentials Committee.

- b. As prescribed in Article IV of these By-Laws, the Membership and Credentials Committee shall have the power to examine constitutions and activities of the local parishes and make recommendations thereon.
- c. The committee shall formulate accreditation lists of delegates and shall supervise enrollment of delegates at meetings in compliance therewith.

Section 5.

Resolutions Committee

- a. The President shall appoint a Resolutions Committee of three delegates and name the Chairman thereof, who shall in turn select a competent Secretary to serve the Committee.
- b. The Committee shall screen all amendments, motions, and resolutions for the proper form, duplications, conflict with prior enactment's or constitutionality and submit the same together with its findings or recommendations to the Southwest Region Teen SOYO.

Section 6.

Committee on Constitution and By-Laws

- a. The President shall appoint a committee on Constitution and By-Laws of as many delegates as he deems necessary, one of whom shall be designated as Chairman.
- b. After having complied with the provisions of Article XI of the Constitution, the President shall then refer the proposed amendments to the Committee on Constitution and By-Laws for study.
- c. The Committee shall study any proposed amendment or amendments referred to it by the President and shall submit a written report of its findings and recommendations to the regular meeting of the Southwest Region Teen SOYO at which such proposal is being considered for adoption, in compliance with Article XI, Section 5 of the Constitution.

**Article XI**

**Audit of Accounts**

Section 1.

The Finance Committee shall audit the books and accounts of the Treasurer during the annual meeting of the Southwest Region Teen SOYO together with the Lay and Spiritual Advisors.

Section 2.

All records and fines are to be turned over to the newly elected Treasurer at the conclusion of the audit and a record and report of said audit shall be submitted to the delegates at the annual meeting.

Section 3.

The President will mail to the Presidents of each regional subdivision a balance sheet and a statement of the receipts and expenditures of the Southwest Region Teen SOYO as approved in final audit by the Finance Committee and Advisors.

**Article XII**

**Amendments to the By-Laws**

Section 1.

By-Laws for the government of this organization, consistent with this constitution as adopted and amended, shall be enacted and may be amended from time to time, as provided in the following sections of this article, by majority vote of voting members present at any regular annual meeting of this organization at which a quorum is present with the advice and consent of the advisors.