

CONSTITUTION

And

BY- LAWS

..... of the .....

MONACA TURNVEREIN

Effective January 1, 2020  
Amended February 1, 2025

1700 Old Brodhead Road Monaca,  
Pa. 15061

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## **ARTICLE 1-NAME AND OBJECTS**

The name of this organization shall be the Monaca Turnverein and shall hereafter be referred to as the Society.

The purpose of the organization is mutual aid in the realization of those principles contained in the Platform of the American Turners in accordance with the provisions laid down in the statutes and also to aid and promote all other interests of the Turner cause.

## **ARTICLE 2-MEMBERSHIP**

The membership of this Society shall consist of (a) active members, ~~(b) auxiliary members~~ and (c) life members.

Section 1. Active members are those who are in good standing and participate in club sponsored activities.

~~Section 2. Auxiliary members are those who join this Society for the purpose of furthering in general objects and have full club privileges except for voting rights.~~

Section 3. Life members are those who have belonged to the Society continuously for 25 years and shall be exempt from local Society dues, the life membership card to be granted at a regular meeting.

## **ARTICLE 3-INITIATION**

Section 1. Candidates for membership must be of legal drinking age in Pennsylvania and of irreproachable character, and a Citizen of the United States or have taken steps to become one. (See Article A of the constitution of the American Turners.)

Section 2. Members who have belonged to this Society for three months or longer and are in good standing, may sponsor candidates for membership.

Section 3. This application blank is to be properly filled out, signed by the Candidate in person, and the 2 Proposers. The application shall not leave the premises.

Section 4. After an application has been received it shall be read by the Secretary at the next regular meeting and referred to the Board of Trustees for investigation.

Section 5. At the next 2 regular meetings, the application shall be read.

Section 6. If accepted, a candidate shall be notified by the Secretary in writing, together with the request to be present at the next meeting for welcoming.

Section 7. Members who have honorably withdrawn may re-join resuming payment of the regular Dues, and application for reinstating must be made to the regular meeting, without having to serve on probation.

Section 8. Members who have been suspended for non-payment of dues may re-join upon payment of up to five years dues in arrears and one year in advance, application for reinstatement first having been made at a regular meeting.

Section 9. "Juniors" who have passed the age of Eighteen and have taken part in gymnastic exercises regularly for a least one year preceding, and who are recommended by the committee or the teacher of gymnastics, shall be admitted to active membership of gym class and upon reaching age 21 shall be entitled to full membership in the Society providing they have remained active for the three years preceding.

## **ARTICLE 4-DUES**

Section 1. The amount of yearly dues thereof shall be fixed, from time to time, by the Society at its regular meeting.

Section 2. In case of rejection the dues fee shall be returned to the candidate by the Secretary with notification of the rejection.

## **ARTICLE 5-DUTIES OF MEMBERS**

Section 1. Prompt obedience to the rules and regulations of the American Turners, the District and the Society.

1. A. The Monaca Turners is permanently designated as a tobacco free facility, which includes all indoor spaces and outdoor spaces not designated as smoking areas, to include smoking of any tobacco or related products, vaping and use of e-cigarettes, chewing of tobacco, or smoking of cigars or pipes.

Section 2. Honorable behavior inside as well as outside of the hall.

Section 3. To attend meetings regularly.

Section 4. Report at once to the Board of Trustees and objections to a candidate.

Section 5. Report to the Society in writing, within thirty days, any change in address.

Section 6. To participate, when possible, in the festivities of the Society.

Section 7. To submit to the decision of the majority in all matters of the Society, whether present or absent.

## **ARTICLE 6-RIGHTS OF MEMBERS**

Section 1. To submit resolution.

Section 2. To prefer charges (See Article B of the Constitution of the American Turners.)

Section 3. To participate in all festivities of the Society, of the District and of the American Turners.

Section 4. To encourage non-members to have their children take advantage of our gymnastic activities.

Section 5. Every member is entitled to a vote, provided they are not over three months in arrears with their dues, and every member is eligible to hold office, provided they have been a member of the Society in good standing for at least two years.

Section 6. The rights of a member to bring a guest shall be fixed from time to time by the Society at its regular meeting.

## **ARTICLE 7-NEGLECT OF DUTY**

Section 1. Exposing the doings of secret meetings, disobedience to the Constitution and Resolutions, and dishonorable actions are punishable according to the Constitution of the American Turners (see Article B), (a) by censure, (b) by suspension, (c) by exclusion, (d) by expulsion.

Section 2. Appeals will be dealt with in accordance with the Constitution of the American Turners. (Article B.)

Section 3. Members who have been suspended or expelled forfeit all claims to any of the Society's property, and shall not be permitted to the Club Rooms at any time, either by their self or as a guest of a member.

## **ARTICLE 8-WITHDRAWAL**

Section 1. Any member has the right to withdraw from the Society, provided they are in good standing.

Section 2. Notice of withdrawal must be given at a Society meeting either verbally or in writing.

## **ARTICLE 9-MEETINGS**

Section 1. Meetings of the Society shall take place on the third Tuesday of the month at 7:00 P.M.

Section 2. Special meetings may be called by the President if deemed necessary, and upon the written demand of ten members.

Section 3. Calls for special meetings must be posted in the hall at least three days in advance; at such meetings only the business for which the same have been called can be transacted or such business that cannot be postponed to the regular meeting.

Section 4. All constitutional actions taken at a special meeting are valid.

Section 5. Ten members shall constitute a quorum at any meeting. In case there is a quorum present at the opening of the meeting, and a number of members leave the room during the meeting, the proceedings of that meeting shall be valid, but in case a counting of members is

demanded, and it is found that there is no quorum present, then the meeting shall be adjourned.

Section 6. The President or Vice President shall open the meeting and preside over the same in accordance with parliamentary rules. In the absence of the President and Vice President, any member of the Board of Trustees may call the meeting to order, and a chairman for the meeting shall be elected.

Section 7. A majority of the members present shall be sufficient for the adoption of all motions in accordance with the constitution. In case of a tie, the chairman shall have the deciding vote.

## **ARTICLE 10-ELECTIONS**

Section 1. All Officers and the Board of Trustees shall be elected for a term of one year, and they shall begin their duties at Office at the January meeting.

Section 2. The Officers to be elected shall consist of the President, one Vice President, one Secretary, one Treasurer, five members to Board of Trustees. The Chairman of the Board of Trustees shall appoint committees as necessary.

Section 3. Nominations for officers, and trustees shall be made in the October and November meetings, only members present or those who have stated in writing their willingness to serve in office may be nominated. To be nominated you must have attended no less than 5 meetings prior to and including October meeting. The President shall appoint an Election Committee of three, no Candidate for Office shall serve on this Committee. The Secretary shall record all nominations and results of the election.

Section 4. The election proper shall take place in the December meeting with a written ballot.

Section 5. Each member must deposit their vote in person. Members away from the city on election day and on Society business may deposit their ballot with the election board or the Secretary on the night before the election.

Section 6. In case an officer or member of the trustees shall resign or die during their term of office, the Officers and Board of Trustees shall appoint an interim replacement until the next election.

Section 7. The nomination and election of District delegates, candidates for National delegates and delegates to District Conventions shall take place in the April meeting in accordance with the foregoing regulations.

Section 8. No person shall be a candidate for or hold more than one elective office in the Society.

## **ARTICLE 11-ADMINISTRATION**

The administration of the affairs of the Society shall be in the hands of the Board of Trustees or (House Committee), consisting of five members.

## **ARTICLE 12-DUTIES OF THE BOARD OF TRUSTEES**

Section 1. The Board of Trustees shall meet at least once a month. A majority of the Board shall constitute a quorum at its meetings.

Section 2. It shall look after all administrative business with punctuality, and guard the interests of the Society in every particular.

Section 3. The Board of Trustees shall be empowered to take action, according to its best judgment, in any case not covered by the Constitution and shall report thereon at the next meeting.

Section 4. The Chairman of the Board of Trustees, shall be elected by the Board of Trustees. In the case of a tie, the President shall provide the tie-breaking vote. The Chairman of the Board of Trustees, shall be elected on a yearly basis.

Section 5. All Employees shall be hired by the Board of Trustees, and such action shall be permanent as long as they perform their duties in a manner satisfactory to the Society, or until they voluntarily withdraw or be removed by the Board of Trustees.

Section 6. All the Board's deliberations shall be submitted to the Society for acceptance or rejection, except in such cases where the Board has a right to act without awaiting the order of the Society, as hereinbefore stated.

## **ARTICLE 13-DUTIES OF OFFICERS**

Section 1. The President shall represent the Society in or outside the hall. The President shall preside at all meetings, preserve strict order, and enforce obedience to the Society's laws. The President shall sign all important correspondence, contracts, documents and orders on the treasury. The President is a member Ex-officio of all committees, and shall attend their meetings as often as convenient. All books of officers must, on demand, be submitted to the president for examination. At the close of the President's term of office, the President shall make a general report to the Society.

Section 2. The Vice President shall assist the President in the performance of the President's duties, and in the President's absence, the Vice President shall take the President's place.

Section 3. The Secretary shall do all the correspondence of the Society, also record the minutes of the meetings and keep a book of all financial accounts. The Secretary shall submit to the Society a list of members in arrears with their dues every three months, for the purpose of revision and exclusion.

Section 4. The Treasurer shall keep a correct account of all monies and have custody of the same under the supervision of the Board of Trustees. The Treasurer shall pay bills authorized by the Society, make a monthly report at each business meeting and an annual report at the end of the Treasurer's term of office.

## **ARTICLE 14-STANDING COMMITTEE**

Section 1. The Chairman of the Board of Trustees shall appoint Chairmen of committees as necessary, to include but not limited to: Gymnasium, Kitchen and Event, Bowling and Racquetball, Building Grounds and Maintenance, and Bar committees.

Section 2. The Chairman of the Committee so appointed shall appoint the other members.

Section 3. The Board of Trustees shall, at the beginning of their term of office, appoint a Board of Auditors of at least two members to serve as Auditors if necessary.

## **ARTICLE 15-DUTIES OF STANDING COMMITTEES**

Section 1. The President shall have the power to appoint committees to work in conjunction with the Board of Trustees for special affairs.

Section 2. After any event, said committee, appointed by the Chairman of the Board of Trustees, shall see that monies are absolutely correct and are then delivered to the Treasurer. The committee must keep records of all proceedings and read them in the following meeting for approval.

Section 3. Any Committee appointed by the Chairman of the Board of Trustees shall report to the Board of Trustees on all matters

## **ARTICLE 16-DISTRICT EXECUTIVE COMMITTEE**

A representative on the District Committee shall be elected in the April meeting. It is the representative's duty to represent the Society at the sessions of above named committee, and report its activities in the Society meetings. The expense to said meetings is to be defrayed by the Society.

## **ARTICLE 17-EMPLOYEES OF THE SOCIETY**

The salaries of the employees are to be designated by the Board of Trustees from time to time.

## **ARTICLE 18-DUTIES OF EMPLOYEES**

Section 1. Instructors of Gymnastics shall prepare the curriculum and rules of order for the gymnastic school, and shall then submit same to the committee on Gymnastics for approval. They shall make no changes in class schedules unless they have conferred with said committee. They shall teach the classes in the gymnasium and see to the proper carrying out of the rules of order. They shall keep a record of the attendance of the scholars and report the condition of the school to the Society, and send a copy of same to the District Supervisor. Charges against any of the pupils must be submitted to the Committee on Gymnastics.

Section 2. It is to be the duty of the janitor and the Stewards, if applicable, at all times, to keep the hall in a clean condition, and to keep the same open at the hours designated by the Society or the Board of Trustees.

## **Article 19-IN GENERAL**

Section 1. Members who purposely or knowingly violate this Constitution or By-laws shall be excluded from membership.

Section 2. When a member has been called to order by the President and refuses to obey this call, they shall be removed from the meeting room by an Order Committee, which is to be appointed on said committee must serve.

Section 3. Members who are in arrears with their dues for three months, after receiving due notice from the Secretary at least four weeks in advance of meeting, as to amount due, shall be suspended.

Section 4. All motions for change in this Constitution and By-laws must be signed by at least ten members, must be presented at the regular business meeting, and then brought up for discussion at the next following meeting. A two-thirds majority of the members present shall be necessary for adoption.

Section 5. Motions having been on the records for three months or longer can be changed only in accordance with Section 4 of "In General."

Section 6. This Society cannot be disbanded until its membership has decreased to five. In such case the Society's property, after disbanding, shall be used for charity purposes.

Section 7. All laws and resolutions not in accordance with this Constitution and By-Laws, adopted on February 9, 1982 by the Monaca Turn-Verein of Monaca, Pa. are hereby made null and void.

## **ARTICLE 20-ORDER OF BUSINESS**

1. Call to order.
2. Pledge of allegiance to the American Flag.
3. Reading of minutes of previous meeting.
4. Proposals for membership, first and second readings.
5. Presentation of new members, if they are present.
6. Correspondence.
7. Report of Board of Trustees.
8. Report of Gymnasium Committee.
9. Report of Sick Committee.
10. Report of Special Committee.
11. Report of District Delegate.
12. Unfinished business

13. New Business.
14. Treasurer's Report.
15. For the good of the order.
16. Adjournment.

## **ARTICLE 21-CONDUCTING MEETINGS**

Section 1. Meetings are to be conducted according to parliamentary rules.

Section 2. Any instance not covered by these By-Laws parliamentary rules will prevail.

### **APPENDIX**

(Parliamentary rules necessary for conducting a meeting.)

Section 1. Upon opening of the meeting each member shall preserve order and decorum, and shall take their seat. Any member wishing to speak shall rise and ask for the floor, with approval of the President.

Section 2. Each motion must be plainly made and seconded by at least one other member before the same shall be put before the meeting and out to vote by the President. A motion may be made or seconded by the President providing the President first vacates the chair.

Section 3. No member shall speak more than three times on the same question, except by permission of the meeting and then only after all other members who desire to speak on the question have had the floor. The maker of a motion may take the floor once more before a vote is taken.

Section 4. No one has a right to interrupt a member who has the floor, except to rise to a question of order.

Section 5. The Chairman of the meeting shall call to order any member using improper language; or when speaking after the floor has been granted to another member; or when speaking on a question that has been settled; or when bringing in questions foreign to the subject matter. If the speaker deviates from the question under discussion, they may be called to order by a member as well as by the Chairman. A member called to order has no right to continue speaking until the question of order has been settled, and then only if the decision is in favor. If not in the speaker's favor, they can only speak again if they do not repeat the error. A member calling another to order shall rise and address the Chairman in the following words: "Mr. Chairman, I rise to a point of order." The member shall then, upon demand of the Chairman, explain the member's point or order, whereupon the Chairman will decide whether the point is well taken or not. If either of the two members considers the decision of the Chairman to be wrong, they may appeal to the meeting.

Section 6. When one or more amendments are made to a motion, the last amendment shall have the preference, then the preceding amendments shall be put to vote, and lastly the original motion.

Section 7. The following motions shall not be subject to amendment and shall be put to a vote immediately without debate:

- (a) To set a time for adjournment.
- (b) To adjourn (c) Question.
- (d) To lay on table.
- {e} Question of law.
- (f) Order of business.
- (g) Points of order.

These motions have the preference in the order given, and one of them is always in order. Ever though one of the following is under discussion.

Section 8. A motion to reconsider may be made at any time, but only by a member who voted with the majority, and if there is no preferential motion under discussion.

Section 9. The maker of a motion may with the consent of the second, withdraw their motion, change the same or make a new motion instead, if there is no objection.

Section 10. A motion to amend may be made at any time, provided the original motion is not a preferential one.

Section 11. The subject matter of a motion may be to or in part referred to a comment.

Section 12. A committee may be nominated and elected, or appointed by the Chairman, as the meeting may choose.

Section 13. A committee report is the property of the meeting as soon as accepted and cannot be withdrawn without permission of the Society. If a minority of a committee is not satisfied with the report of the majority report; such majority report cannot, however, be brought up for discussion, unless the majority report has been rejected.

Section 14. For the purpose of special deliberation, the meeting may go into committee of the whole. This is done to give the members a greater scope of debate, as in committee of the whole, each member may speak as often as the member wishes. On the adoption of such a motion, the Chairman shall surrender the Chairmanship to another member. The meeting may, before going into committee of the whole, make conditions as to time, length of debates, etc. Upon completion resumes the Chairman seat, the committee will report, and will then be discharged.

Section 15. A member rising to speak must address the Chairman (except in an appeal to the Society), and no one is allowed to leave the meeting except by permission of the Chairman.

Section 16. According to parliamentary rules, the Chairman is the only one permitted to speak while sitting down in an open meeting. The Chairman rises only when the Chairman addresses the meeting or puts a motion to vote. The Chairman only makes use of their right to vote in case of a tie vote and their vote is decisive. If the Chairman desires, to make a motion or take part in the debate, the Chairman shall surrender the Chairmanship to the Vice President.

Section 17. All matters brought up as new business at a regular meeting shall be tabled for review and approval by the Board of Trustees and Officers unless time is of the essence.

## **AMENDMENTS**

Section 1. Disregard all reference to auxiliary membership from these By-Laws as voted on and approved on March 21, 2023.