

POLISH AMERICAN CONGRESS

ILLINOIS DIVISION

BY-LAWS



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**POLISH AMERICAN CONGRESS
ILLINOIS DIVISION
BY-LAWS**

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BY-LAWS of the POLISH AMERICAN CONGRESS ILLINOIS DIVISION

ARTICLE I

GENERAL PROVISIONS

Section 1. Name: POLISH AMERICAN CONGRESS, ILLINOIS DIVISION

Section 2. Legal Status: The Polish American Congress, Illinois Division, designated henceforth in these By-Laws as the “Illinois Division”, constitutes a part of the Polish American Congress, Inc., designated hereafter in these By-Laws as the “Congress”. The provisions of the Charter of the Congress are obligatory to the Illinois Division and to its members.

The Illinois Division has legal status in its own right. PAC Illinois Division is a not for profit corporation incorporated in accordance with the laws of the State of Illinois under the name Polish American Congress – Illinois Division, Inc.

Section 3. Purposes: It is the responsibility of the Illinois Division to realize the objectives of the Congress in the State of Illinois according to its Charter and to meet the objectives of the Polish and American Agendas, in particular:

- (a) To give complete support to the Government of the United States in its efforts to win and maintain a just and durable peace and to fight the infiltration of Communism, Nazism and other subversive ideologies.
- (b) To stimulate and unify actions of persons of Polish ancestry in the United States within the lawful limit of their rights and duties as citizens, permanent residents and visitors of this country.
- (c) To concern itself with the welfare of Americans of Polish ancestry in political, religious, ethnic, educational, social and economic matters, with the view of encouraging the growth of their fraternal, professional, ideological and civic associations.
 - (i) To support and protect their publications, schools and parishes, particularly those which teach Polish language, history and culture.

- (ii) To support the industry and trade conducted by persons of Polish ancestry in the United States.
 - (iii) To educate and instruct persons of Polish ancestry about the rights, privileges and duties of American Citizenship.
 - (iv) To support Americans of Polish ancestry in their efforts to achieve those goals as guaranteed by the United States Constitution.
- (d) To protect the good name of Americans of Polish ancestry and the People of Poland against defamation and discrimination.
 - (e) To take a positive stand in matters pertaining to the People of Poland and to assist them in demanding and establishing their national independence in areas of civic, religious and cultural, development free from any interference from their neighbors.
 - (f) To furnish information to the American public of Poland's historic role, as well as her aims, needs, rights to independence and integrities of her frontiers.
 - (h) To be active in the direction of closer and deeper cooperation of American democracy with the People of Poland in the fields of civic, ideological, cultural, social and economic life.
 - (i) To establish a special fund for the purpose of carrying out the aims and objectives defined by the Polish American Congress

Section 4. The seat of the Illinois Division is located in the city of Chicago.

ARTICLE II

MEMBERSHIP

Section 1. Qualification: Only a person, organization or institution legally qualified as a member of the Congress may become a member of the Illinois Division

Section 2. Classes of Members: The members of the Illinois Division shall be divided into six (6) membership classes as follows: Polish-American Organizations, National Polish-American Organizations, Individual, Student Membership, Associate Membership, and Honorary Membership.

- (a) Polish-American Organization shall be defined as any organization consisting of a substantial number of persons of Polish origin or of Polish ancestry.
- (b) National Polish-American Organization shall be defined as an organization with chapters, clubs, or groups in at least four (4) states.
- (c) Individual Membership is defined as any individual person of Polish ancestry, or anyone related by blood or marriage to any person of Polish ancestry.
- (d) Student Membership – A special category of membership open to college, or university students. The student shall be of Polish descent. Students may participate in monthly meetings and have voting rights. Students of this category are entitled to reduced membership dues.
- (e) Associate Membership - is open to individuals of non-Polish descent, who wish to support the ideology, objectives and activities of the Polish American Congress, Illinois Division. An Associate Member contributes financially to the Illinois Division, may participate in monthly meetings but does not have voting rights.
- (f) Honorary membership may be conferred, with the recommendation of the Executive Committee and with approval of the general membership of the Illinois Division, upon prominent persons who have distinguished themselves in organizational, patriotic, civic, educational, scientific, professional and religious fields. Honorary Members may participate in monthly meetings, have full voting rights and their membership is free.

Section 3. Qualifications for Membership: The qualifications for each class shall be the definition of that specific class and in addition all members must be either citizens or permanent residents of the United States of America. All members in classes (a) to (f) must reside in Illinois unless for geographical reasons their Membership is in a State Division approved by the Illinois Division.

Section 4. Acceptance of Members: All applications for Membership of classes (a), (b), (c), (d), (e), and (f) shall be on a form supplied by the Illinois Division, which shall include such information as shall be deemed necessary by the Executive Committee of the Illinois Division. The application for membership, together with a check in the amount of the applicable dues, shall be submitted to the Illinois Division. The procedures for acceptance of a member shall be as follows:

- (a) All applications shall be reviewed by the Executive Committee of the Illinois Division and forwarded with a recommendation to the Illinois Division Delegates and individual members who may approve the application by simple majority vote.
- (b) After consideration by the Illinois Division the application and its recommendations shall be forwarded to the Executive Committee of the National Polish American Congress to accept and certify the applicant as a member. If the recommendation is for rejection, no reason need be given. All applications shall be treated and considered in a confidential manner.
- (c) The Executive Committee of the Congress shall notify the applicant and the Illinois Division of its decision and issue membership cards upon receipt of dues and the new member shall be placed on the membership roll.

Section 5. Voting Rights: As specified in section 2, each member in good standing of classes a, b, c, d, and f shall be entitled to one (1) vote on each matter submitted to a vote of the members at the monthly meetings. No proxy voting is allowed.

Section 6. **Termination of Membership:** The procedures for termination of membership are described in Article X of these By-Laws.

Section 7. Transfer of membership: Membership in the Polish-American Congress is not transferable or assignable to another individual or organization.

Section 8. Representation of Organizational Members in Illinois Division: The organizations and institutions that are members of the Illinois Division are represented by their delegates as prescribed in Art. VI. Section 1 of the By-Laws of the Congress.

Organizational and Institutional members shall be represented in the state Division by delegates in the number listed hereinafter:

- (a) Parishes and representative component sections of National Organizations, i.e. branches, posts, councils, nests, lodges and groups shall be entitled to three (3) Delegates plus one (1) for each 100 members, but no more than ten (10) Delegates.
- (b) All independent societies, clubs, and various other not-for-profit organizations shall be entitled to two (2) Delegates and one for each 100 members, but no more than ten (10) Delegates.

- (c) Educational institutions, monasteries, convents, charitable institutions, etc. shall be entitled to two (2) Delegates.

Besides dues for the support of the Congress, as prescribed in Article IV of Congress' Charter, the class members, including organizations and institutions, will pay dues to the Illinois Division in the amount prescribed by the Illinois Division, for each of their delegates. The individual members pay dues as prescribed by the Illinois Division.

Section 9. Ethics Clause: Members of the Illinois Division are expected to maintain high moral and ethical standards. They are expected to project a positive image of the Congress and if a member does not comply and repeatedly violates the rule, he or she may face sanctions or expulsion. No member or delegate shall act on behalf of or represent the Congress without approval from the Executive Committee, unless otherwise stated herein.

ARTICLE III

MEETINGS

Section 1. The highest authority of the Illinois Division is its membership.

Section 2. Division Meetings: The Illinois Division meetings are regularly held once a month, except for a summer recess.

Section 3. Election Meetings: The annual electoral meetings of the Illinois Division shall be held in the month of March of each year.

Section 4. Special Meetings: Under urgent circumstances the president can convene a special meeting after consulting with the Executive Committee and upon public notice to the general membership.

Section 5. Monthly Meeting Agenda: At the monthly meetings the following agenda should be observed: opening address, reading of the minutes of the preceding meeting, reading of the correspondence, reports of the officers, reports of the committees, introduction of new members, discussion of matters at hand, discussion of new business, and adjournment of the meeting.

Section 6. Election Meeting Agenda: At the annual election meeting of the Illinois Division - after the opening address by the president, the reading and acceptance of the minutes from the prior general meeting, correspondence, written treasurer and audit report - the President shall transfer the duties to the chairman of the Nominating Committee who will ask the Election Committee Secretary to call the officers, committees, etc. to present their oral and written reports and step down. Elections shall follow.

Section 7. Meeting Quorum: A quorum is satisfied by 50% plus one of the entire Executive Committee present at the meeting.

ARTICLE IV

DUTIES OF ELECTIVE OFFICERS

Section 1. Elective Officers: The Illinois Division's elective officers are: the President; eight Vice- Presidents, one of whom is elected a First Vice-President and one of whom is elected a Second Vice-President; the Recording Secretary, the Corresponding Secretary; the Treasurer; the Financial Secretary; and the Sergeant at Arms. Their positions carry no salary and shall be collectively known as Executive Committee.

Section 2. Powers and Duties of the President: The President of the Illinois Division shall be the corporation's principal executive officer and shall exercise general supervision and control over all the business and affairs of the Illinois Division. The President shall have the following specific powers and duties:

- (a) To preside or substitute at all general, special and board meetings;
- (b) To have general and active management of the business of corporation;
- (c) To see that all decisions and resolutions of the Illinois Division and the Executive Committee are enforced;
- (d) To execute bonds, mortgages, legal documents, and other contracts of the Illinois Division;
- (e) To have general supervision and direction of all the other officers and of the agents and employees thereof and to see that their respective duties are properly performed;
- (f) To operate and conduct the business and affairs of the Illinois Division according to the orders, resolutions and By-Laws of the Illinois Division and/or the Executive Committee whenever and wherever it is not expressly limited by such orders and resolutions in accordance with decisions/resolutions of the membership;
- (g) To submit a report of the operation of the Illinois Division at meetings;

- (h) To be the Chief Executive Officer of the Polish American Congress Charitable Foundation of the Illinois Division, pursuant to its governing By-Laws;
- (i) To appoint, as needed, a parliamentarian, librarian, and councils.
- (j) To appoint an Audit Committee who will issue a semi and annual written audit report.
- (k) In addition to the foregoing, the President shall have such other powers, duties and authority as may be set forth elsewhere in these by-laws and as may be prescribed by the Executive Committee.

Section 3. Power and Duties of Vice-Presidents: The eight Vice-Presidents of the Illinois Division shall be designated as the First Vice-President, the Second Vice-President and the six Vice-Presidents.

- (a) The First and Second Vice Presidents are responsible for Illinois Division's fund- raising activities.
- (b) The First Vice-President shall have the powers and shall exercise the duties of the President whenever the President, by reason of illness, or other disability or absence, is unable to act.
- (c) If the First Vice-President, who has temporarily assumed the duties of the President, is for any reason unable to continue to perform such duties, then these duties shall be performed by the Second Vice-President.
- (d) Whoever acts as President under these by-laws shall report fully to the President, upon the President's return to duty, and to the Executive Committee, regarding all actions taken by that Vice-President during the absence or disability of the President.
- (e) Each of the six Vice-Presidents shall assist the first and second Vice President and shall be responsible for one specific project as determined by the Executive Committee at its first post-election meeting.

Section 4. Powers and Duties of Recording Secretary: The Recording Secretary of the Illinois Division shall be the custodian of and shall maintain the corporate books and records and shall be the recorder of the Illinois Division's formal actions and transactions. The Secretary shall have the following specified powers and duties:

- (a) To record in English and/or see to the proper recording of the minutes and transactions of all General and Executive meetings.
- (b) To keep at the principal office, open to inspection by members at all reasonable times, the original or a certified copy of the by-laws of the corporation;
- (c) To attest by his/her signature all corporate documents requiring the same;
- (d) To attend to the giving and serving of all notices to and for the corporation as required;
- (e) To attend to such correspondence and to make such reports as may be assigned to him/her;
- (f) In addition to the foregoing, the Recording Secretary shall have such other powers, duties and authority as may be set forth and as prescribed from time to time by the President of the Illinois Division.

Section 5. Powers and Duties of the Corresponding Secretary: The president shall give to the Corresponding Secretary all the Illinois Division's mail. The Corresponding Secretary shall act upon the recommendations of the Executive Committee and/or general body. The Corresponding Secretary will also notify the members of the Executive Committee, the Board of Directors and Advisory Committee regarding their meetings.

Section 6. Powers and Duties of Treasurer: The Treasurer of the Illinois Division shall be its chief fiscal officer and the custodian of its funds, securities and property. The treasurer shall have the following specific powers and duties:

- (a) To keep and maintain, open to inspection by any member at all reasonable times, adequate and correct accounts of the properties and business transactions of the Illinois Division; which shall include all matters required by law and which shall be in a form as required by law;
- (b) To have the care and custody of the funds and valuables of the Illinois Division and deposit the same in the name and to the credit of the corporation with such depositories as the Executive Committee may designate;
- (c) To maintain accurate lists and descriptions of all capital assets of the Illinois Division;

- (d) To see to the proper drafting of all checks, drafts, notes, and orders for the payment of money as required to conduct the mission of the Illinois Division, and to sign such instruments with the President and/or Financial Secretary and always with full knowledge of the President;
- (e) To disburse the funds of the Illinois Division for proper expenses, and to take proper vouchers for such disbursements as authorized by the Financial Secretary;
- (f) To render to the President, the Financial Secretary, General Membership or to the Executive Committee, whenever they may require it, an account of all his transactions as Treasurer, and a financial statement in a form satisfactory to them, showing the financial condition of the Illinois Division;
- (g) To deposit all monies received, within seven (7) business days of receipt, in the Illinois Division's bank account;
- (h) To make all payments in a timely manner, with the approval of the President and the Financial Secretary. Checks shall be signed jointly by the President and the either the Treasurer or the Financial Secretary.
- (i) To maintain accurate accounts of the income and expenses and, together with the Financial Secretary shall prepare a complete quarterly financial report which shall be reviewed by the Executive Committee, and should be printed and distributed to the members present at each quarterly meeting. Monthly report can be presented orally.
- (j) In addition to the foregoing, the treasurer shall be commercially bonded and have such other powers, duties and authority as may be set forth elsewhere in these by-laws and as may be prescribed by the President and Executive Committee.

Section 7. Powers and Duties of Financial Secretary: The Financial Secretary shall collect the members' dues, keep an accurate count of all organizations and individual members, and all other revenue, and shall transfer these monies to the Treasurer. The Financial Secretary shall keep account of the revenues and the expenses and the Treasurer will present the financial report at the monthly meeting. At the end of the fiscal year, which is on the last day of December, the Financial Secretary together with the Treasurer shall submit a financial report, which has been reviewed by the Audit Committee. The Financial Secretary will also assist the treasurer in his/her duties.

Section 8. Powers and Duties of Sergeant at Arms: The Sergeant at Arms shall check the membership card of persons attending the meetings, and assign a separate seating area for non-members. He shall also maintain order and preserve the membership written list for all meetings and submit it to the Executive Committee for preservation.

Section 9. Presidential Succession: In the event of the death, resignation, incapacity or removal of the President, the First Vice-President shall perform the President's duties and assume all rights and privileges as heretofore prescribed until the next regularly scheduled or special meeting elects a new President to succeed to the remainder of the term. In the event of the First Vice-President's incapacity or resignation, the Second Vice-President shall assume the duties of the President.

Section 10. Officer Vacancy: Whenever an elected officer is absent without a valid excuse for three consecutive board or general meetings, the Executive Committee may declare, the office vacant, by majority vote.

Section 11. Filling Vacancies: When any office shall become vacant by reason of death, resignation, incapacity or removal of the incumbent, or for any other cause, the Illinois Division, at the next regularly scheduled meeting or at a special meeting, shall elect a successor who shall hold office for the unexpired portion of the term of that predecessor.

ARTICLE V

THE ILLINOIS DIVISION EXECUTIVE COMMITTEE, BOARD OF DIRECTORS, ADVISORY COUNCILS AND COMMITTEES

Section 1. Executive Committee: The President; eight Vice- Presidents, one of whom is elected a First Vice-President and one of whom is elected a Second Vice-President; the Recording Secretary, the Corresponding Secretary; the Treasurer; the Financial Secretary; and the Sergeant at Arms are collectively known as the Executive Committee. Their positions carry no salary. The Executive Committee shall be responsible for the administration and day-to-day management and finances of the PAC Illinois Division. However, issues involving significant changes in assets, audit reports, and monetary transactions in **excess of \$500**, shall require the approval of the General Membership voting as a collective body. All decisions by the General Membership shall be passed by a simple majority vote. Joint meetings of the Executive Committee, and the National Directors, shall be held monthly before the general meeting of the Illinois Division for the purpose of preparing the agenda, reviewing reports, and setting recommendations for action by the Illinois Division general meeting.

Section 2. National Directors: To be eligible for election as a National Director, a person shall be a delegate or individual member in good standing for at least two (2) consecutive years and a U.S. citizen or permanent resident. Have attended a minimum of three general meetings of the previous year. Must attend all National Directors meetings.

Must assume all expenses other than the National Directors assessment (as described in Article VII, Sect.5).

Section 3. Board of Directors: The President shall appoint no fewer than three (3) members to the Board of Directors and as many members to the Advisory Councils and Committees as he deems necessary. All elected and appointed officers must serve on at least one committee.

Section 4. Standing Committee and Special Purpose Committees: The President shall appoint standing committees for regular business of the Illinois Division, and special committees for special assignments, as necessary. Due to his position, the President is a member of every committee, except the Nominating Committee. All committee proposals should be submitted first to the Executive Committee.

Section 5. Recommendations to the President: All recommendations received by the President must be presented to the Executive Committee for consideration. A motion presented in this manner should again be submitted at the next Illinois Division general meeting, along with the option reached at the Executive Committee meeting. All expenses with receipts are to be presented at the Executive meeting for approval.

Section 6. Presidents Executive Appointments: The President may appoint an Executive Director who will perform special duties, tasks, etc. If so appointed, an Executive Director shall be a non-voting member at the Executive Committee meetings and will submit a report to the Executive Committee on the duties entrusted to him/her.

ARTICLE VI

ELECTIONS

Section 1. Elections Announcement at General Meeting: At a general meeting, three months prior to the Annual Meeting, the President shall present to the floor the names of candidates for the Nominating Committee. The Nominating Committee consisting of five members and one alternate must all be approved by a majority of the body. The Chairman of the Nominating Committee will be selected by the elected Nominating Committee members and shall conduct the annual election meeting. Members of the Nominating Committee shall become the Election Judges and shall conduct the secret ballot election. Each candidate for office may appoint one (1) election monitor to oversee the counting of ballots.

Section 2. Nominating Forms: Every member of the Illinois Division shall receive an official nominating form by the date specified by the Nominating Committee. Upon receiving approval of a prospective candidate, each member is entitled to submit the names of candidates for each office to the nominating committee one month prior to the Annual Meeting.

Section 3. Elections Nominating Committee: At the Annual Meeting, the Nominating Committee shall make its report to the delegates, announcing the list of the names of all candidates, submitted by members. The list will be in an alphabetical order for each office to which the candidates aspire. This list shall become the secret ballot from which election of officers shall take place. A person can run for only one office per election.

Section 4. Election of Candidates for Office: To be eligible for an office a person shall be a delegate or individual member for two consecutive years and have attended at least three general meetings in a year prior to seeking an office. The candidate receiving a simple majority vote of the delegates shall be elected.

Section 5. National Directors: National Directors are elected by the Division for the purpose of representing the Illinois Division at the National Meetings, which are normally held once a year at a location designated by the National PAC.

Section 6. Election Participation Qualifications: To participate in an annual election, a member shall have been a member in the Illinois Division at least three (3) months prior to the day of Annual Meeting.

Section 7. Election Officers Restriction: A member of the Nominating Committee cannot run as a candidate for an office.

Section 8. **Term of the Office**: All elected officers shall hold office **for a period of one** year or until the installation of their successors.

ARTICLE VII

ELECTION OF NATIONAL DIRECTORS

Section 1. The Allocation of National Directors: The allocation of National Directors for the Illinois Division shall be based on the number of organizations and individual members who are members of the Illinois Division.

Section 2. Allocations by Number of Organizations: The allocations for organizations shall be as follows:

1 to 10 organizations	1 Director
11 to 25 organizations	2 Directors
26 to 50 organizations	3 Directors
51 to 75 organizations	4 Directors
76 to 100 organizations	5 Directors
Over 100 organizations	6 Directors

Section 3. Allocations by the Individual Members: Individual members are entitled to one (1) Director for each one hundred (100) individual members.

Section 4. Term for National Directors: The Illinois Division shall elect their Directors at the Illinois Division's Annual Meeting for a two (2) year term and shall submit the names, addresses and telephone numbers of the duly elected Directors to the National Secretary of the Congress within thirty (30) days of said election.

Section 5. National Directors Duties: National Directors of the Illinois Division and the President of the Illinois Division are obligated to attend Illinois and National Directors Meetings. At the meeting of the National Executive Council a Resolution was adopted requiring an voluntary annual assessment from each member of the Council of National Directors. These assessments will be paid by the Treasury of the Illinois Division no later than 30 days before the spring meeting of the Council of National Directors.

ARTICLE VIII

DUES

Section 1. Annual Dues: The National Executive Council shall determine from time to time the amount of the annual dues payable to the Congress by the members of each class, and shall give appropriate notice to the members. The members and delegates must pay dues three months prior to the Annual Election Meeting in order to be able to participate and vote at that meeting.

Section 2. Payment of Dues: Dues shall be paid to the Illinois Division Financial Secretary, who in turn will submit all such payments to the Treasurer.

New Membership chair of the Illinois Division shall be responsible only for recruitment drives, any funds they receive must be submitted promptly to the Financial Secretary. All dues collected from regular members shall be collected by the Financial Secretary who shall then transmit these dues to the Treasurer. The Treasurer must forward 80% of the collected dues to the PAC National Office.

Section 3. Membership Card. Upon certification by the Executive Committee each new member shall receive an annual membership card and a copy of the Illinois Division By-Laws. All delegates/individual members shall receive an annual membership card and a copy of the Illinois Division By-Laws.

ARTICLE IX

GRIEVANCE PROCEDURES

Section 1. Grievance Committee: Three or more delegates/individual members may request the establishment of a Grievance Committee. Grievance Committee will consist of five (5) members, three (3) of whom will be from the general body and two

from the Executive Committee appointed by the President pursuant to the National Bylaws . The Committee shall meet within ten (10) days and their findings shall be presented at the next general meeting.

Section 2. Written Complaint: Any grievance against any member, delegate, or officer, of the Illinois Division shall be initiated by a written complaint signed by three (3) members of the Illinois Division in good standing.

- (a.) The complaint shall be verified and notarized and shall have attached to it any and all affidavits, exhibits, transcripts (tapes of meetings must be transcribed in written form) and any other document on which the complainant shall base his/her grievance.
- (b.) The complaint with all attachments shall be submitted to the Grievance Committee. The grievance shall then be investigated by the Grievance Committee for findings of facts and conclusions which shall then be reported to the Executive Committee and then reported to the general body at the next general meeting.
- (c.) Adoption of the Grievance Committee's findings of fact and conclusions of law by the Executive Committee will be final. Within 60 days from the date of the Illinois Division's decision, an appeal can be filed with the Executive Board of the National Polish American Congress, whose decision is final..

ARTICLE X

TERMINATION OR SUSPENSION OF MEMBERSHIP

Section 1. Discipline and Expulsion of Member: Membership in the Illinois Division shall be terminated by one of the following actions:

- (a) Written resignation of the Individual member or Delegate must be submitted to the Corresponding Secretary of the Illinois Division.
- (b) A ten (10) days' written notice, by certified mail, shall be given to the Member or Delegate, of a proposed hearing regarding expulsion, removal from office, reprimand or suspension for a willful violation of, or failure to comply with the By-Laws, or the duly promulgated rules and regulations of the Congress or Illinois Division. Following the hearing, a Member or Delegate shall be notified of the action undertaken by the Illinois Division. Grievance member has 10 (ten) days to respond in writing.
- (c) A Member or Delegate may be suspended for cause, including conduct prejudicial to the best interest of the Congress. Such suspension may be

for a period not to exceed one (1) year. This suspension may be imposed by the Executive Committee of the Illinois Division or by the National Executive Council of the Congress, as provided in the Rules and Regulations of Article IX of the National Bylaws. It is further provided that, upon the expiration of the period of suspension or following the hearing, whichever shall occur sooner, the Member or Delegate shall either be restored to full membership or his membership shall be terminated by secret ballot and majority vote of the Executive Committee.

- (c) A Member or Delegate may also be suspended for non-payment of dues following ninety (90) days' notice of delinquency therein. If a delinquent Member fails to pay all arrearages, for ninety (90) days after mailing of notice of delinquency, such member shall be dropped from membership. Such member may be reinstated only upon payment of all unpaid dues. During a period of suspension, a member or delegate shall not be entitled to participate in any meeting or serve on any committee.

ARTICLE XI

FINAL RULES

Section 1. Current Robert's Rules of Order shall govern in the deliberations of the Illinois Division, except when the Illinois Division and National PAC By-Laws prescribe otherwise.

Section 2. Transition after Election: Upon the swearing-in of new officers following an election, the outgoing officers must transfer to the newly elected officers all property of the Illinois Division, such as: keys, passwords, financial records, contracts, books, records, mail, minutes, and other items belonging to the PAC Illinois Division. Following an election, and prior to a swearing-in, the President-elect shall have the authority to confer with each new and outgoing officer and office personnel to ensure that such transfer is completed in the most effective manner possible. The outgoing officers have an obligation to cooperate with the newly elected officers to ensure a proper and timely transition.

Section 3. Amendments to By-Laws: Proposed amendments to these By-Laws must be submitted to the By-Laws Revision Committee at least 90 days prior to the Annual Meeting. Discussion of proposed By-Law revisions must take place at least thirty (30) days prior to the Annual Meeting at a "Discussion Meeting". Approval of proposed By-Laws modifications would require two-thirds (2/3) majority vote of all members voting at the Annual Meeting.

Section 4. Dissolution. Upon dissolution of the Illinois Division, the Executive Committee with the approval of the general body shall, after paying or making provision for the payment of all the liabilities of the Illinois Division, dispose of

all of the assets of the Illinois Division exclusively by paying all of such assets to the national Polish American Congress or, if it is not then in existence, to a Polish charitable or philanthropic organization.

Respectfully submitted and approved by the body on May 23, 2016

The By-Laws Committee:

Mark B. Grzymala, Chair
Wanda Juda
Jane Kulibaba
Jan Plachta
Robert Redlinski
Anna M. Wierzbicki
