

Section G. Vacancies shall be filled by a majority vote of the Board of Directors at a regular or special meeting.

#### **Article VI: Spiritual Director**

Christ the King Parish shall assign a Spiritual Director, a priest or deacon who will provide guidance and, in general, assist FMCTK in its ministry.

#### **Article VII: Meetings**

Section A. Regular meetings shall be held once every two months (3<sup>rd</sup> Friday) of the month at 6:30 P.M. in the Shirley David Hall.

Section B. Special meetings may be called at any time by the President within 72 hours.

Section C. Meetings shall be conducted in accordance with the Robert's Rules of Order.

Section D. A minimum of one-third (1/3) of the current membership at any one time; or twenty (20) members, whichever is lower, shall constitute a quorum for the conduct of business at any regular or special meeting.

#### **Article VIII: Duties of Officers**

Section A. **PRESIDENT:** Presides at all meetings, calls special meetings, appoints committees, and executes mandates prescribed by the Constitution and By-Laws, the Board of Directors, and by the membership. The President shall represent the Ministry at external functions when required and will be the principal contact within Christ the King Parish.

Section B. **VICE-PRESIDENT:** Acts in the absence of the President and shall perform such other duties as the President requires.

Section C. **SECRETARY:** Records and keeps the minutes of all the meetings and shall be responsible for internal and external communications of the ministry.

Section D. **TREASURER:** Shall be responsible for the custody of funds of the ministry and shall render proper reports and accounting when required.

#### **Article IX: Properties, Assets and Earnings**

No part of the FMCTK properties, assets or earnings shall inure to the benefit of any member, officer, or any private individual, or association. Neither shall such properties, assets, or earnings