

AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: September 1, 2016
RE: Charitable Gaming License Resolution – Our Lady of Hope Ladies Guild

For the Agenda of September 6, 2016

Background. The Our Lady of Hope Parish Ladies Guild, has requested (*see copy of info sheet and Guild Constitution*) that the City Commission consider adopting a Resolution allowing the issuance of a state Gaming License to allow their organization to conduct its annual Quilt Raffle as a fund-raising event for the Guild. The City Commission is asked to consider approving the resolution.

Issues & Questions Specified. Should the City Commission approve a Local Governing Body Resolution for Charitable Gaming License for the Clare County Arts Council to allow them to sell raffle tickets as a fund-raising event?

Alternatives.

1. Approve the resolution.
2. Do not approve the resolution.
3. Set aside decision regarding this matter to a later date.

Financial Impact. There is no direct fiscal impact to the City, but money raised by the Guild directly benefits residents of the City of Clare and Clare County residents.

Recommendation. I recommend that the City Commission approve the required Resolution (numbered as 2016-101 – *copy att'd*).

Attachments.

1. Info Sheet & Constitution.
2. Resolution 2016-101.

Our Lady of Hope Parish Ladies Guild

The Our Lady of Hope Parish Ladies Guild holds an Annual Quilt Raffle, with the drawing on the first Monday of December at 8:00 p.m.

The 2016 raffle features a queen-sized Amish Quilt. The drawing will be held in the social hall at the St. Cecilia Site of Our Lady of Hope Parish on Monday, December 5, 2016 at 8:00 PM.

Constitution
of the
Ladies Guild of Our Lady of Hope Parish

ARTICLE I NAME:

Section 1. The name of this organization shall be the Ladies Guild of Our Lady of Hope Parish. It is affiliated with the Saginaw Diocese, designated part of Vicariate 1 of the West Regional Council of Catholic Women.

ARTICLE II PURPOSE:

Section 1. To provide an organization for cooperation with the local pastor, the Vicar and the Bishop of the Diocese in carrying out suggested projects.

Section 2. To unite all women of the parish, 18 years and older, in purpose and action through participation in the spiritual, social and material works of the local parish.

Section 3. To serve the agency through which parish women may understand and participate in parish, diocesan and national programs.

Section 4. All fund raising proceeds shall be used for the enrichment and betterment of Our Lady of Hope Parish.

Section 5. Individual requests for funds will be considered and voted on by the Guild members.

ARTICLE III MEMBERSHIP:

Section 1. Membership in the Guild shall consist of all women, 18 years or older, in the parish to join in promoting Catholic action.

ARTICLE IV OFFICERS:

Section 1. Officers of this organization shall be:

- a. President
- b. Vice-President
- c. Secretary
- d. Treasurer

By-Laws
of the
Ladies Guild of Our Lady of Hope Parish

ARTICLE I DUTIES OF THE OFFICERS:

Section 1. The president shall oversee all meetings. She shall be empowered to sign orders, write checks, or take any other action necessary to facilitate the immediate business of the organization. If a conflict of interest shall occur for the president to be signer on accounts the first signer shall be the vice president. If the president so desires, she shall appoint persons to the Nominating Committee and someone to handle publicity whenever needed. The president shall follow all laws and orders given by the Diocese of Saginaw.

Section 2. The vice-president shall act as chairperson in the absence of the president. She shall work with the president to set up programs for meetings throughout the year. She shall be the second signer on all financial accounts and be responsible for the transmission of affiliation dues to the West Regional Council, Diocesan and National Councils. In the event the president cannot be signer on financial accounts the vice-president shall move to first signer on accounts. The vice-president shall follow all laws and orders given by the Diocese of Saginaw.

Section 3. The secretary shall keep the minutes of all meetings, including any special meetings and attend to any correspondence as directed by the president. She shall report the election results of the Guild to the president of the West Regional Council within the month of May each year. In the event that the president or vice president are in conflict of interest by being a signer on financial accounts the secretary shall be the second signer of financial accounts. The secretary shall follow all laws and orders given by the Diocese of Saginaw.

Section 4. The treasurer shall have authority to handle all financial records for the Guild and be responsible for all bookkeeping for the Guild. The treasurer shall not be a signer on any financial accounts for the Guild. The treasurer shall follow all laws and orders given by the Diocese of Saginaw.

Section 5. During an emergency situation, the four officers and pastor shall have the power to transact with discretion any and all special business of the Guild which may arise and needs attention before another meeting can be called. If the situation is not an emergency any and all decision/business shall be made at the next Guild meeting. Special meetings can and shall be called by the president whenever she deems necessary.

ARTICLE II MEETINGS:

Section 1. The Guild shall meet monthly from September through May inclusive, with the exception of January and February.

Section 2. Regular meetings shall be held on the first Monday of each month at 7:00 pm except for the month of September, which shall be held on the second Monday.

Section 3. The May or last meeting of the year shall be for the purpose of election of officers for the following year.

ARTICLE III COMMITTEES:

Section 1. The president, if she so desires, shall appoint persons for both the Nominating Committee and the Publicity Committee.

Section 2. The Publicity Committee shall see that advertising of the regular meetings and any special meetings, are cared for. They may also be responsible for letting women of the parish

know of the activities that are available through the Guild.

ARTICLE V ELECTIONS:

Section 1. Elections of officers shall be at the last Guild meeting of the year and may proceed by acclamation or by ballot at the discretion of the President.

Section 2. The assembled women at the last Guild meeting of the year may elect officers.

Section 3. Term of officer shall begin following the conclusion and submission of all required reports to the Diocese. (No later than August 15th)

Section 4. Vacancies in office, other than the president, shall be filled by presidential appointment after consulting with the remaining officers and pastor. If a conflict of interest arises, the matter will be decided at the next available meeting. If the president is unable to complete her term, the vice-president shall immediately assume the presidential position until an election can be held.

Section 5. No member shall hold the same office for more than two consecutive years.

ARTICLE VI AMENDMENTS:

Section 1. This constitution may be revised and/or amended every odd numbered years. Changes needed prior to that shall be done so with the consensus of the organized assembly. These changes must be approved by the pastor prior to being submitted in writing to a meeting. Any changes that would affect the entire parish must also have the consent of the Parish Council.

Section 2. The by-laws, however, may be adopted, amended or repelled at any regular meeting by a consensus of those present.

Section 3. In the event that, for any reason, this organization dissolves and ceases to exist, all assets held by the organization shall be immediately turned over to Our Lady of Hope parish of Clare, Michigan.



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 www.michigan.gov/cg

RESOLUTION 2016-101

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL 432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and
 adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R6/09)