

MONTREAL CHINESE  
CATHOLIC YOUTH  
CLUB CONSTITUTION

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滿地可中華天主堂青年會憲章

# 滿地可中華天主堂

Montreal Chinese Catholic Mission / Mission Catholique Chinoise de Montreal  
979 Rue Cote, Montreal, QC, H2Z 1L1. TEL : 514-843-3339 FAX : 514-843-6277

## Montreal Chinese Catholic Youth Club, MCCYC

## 滿地可中華天主堂青年會

# Constitution

### SESSION ONE: GENERAL

#### Article 1: Name

The name of the Club shall be the Montreal Chinese Catholic Youth Club. The Chinese name of the Club shall be 滿地可中華天主堂青年會

#### Article 2: Status

The Club shall be under Pastoral Council in Montreal Chinese Catholic Mission.

#### Article 3: Aims

The aim of the Club shall be four-fold:

- 3.1 To bear witness to the Lord Jesus Christ.
- 3.2 To help Catholic Youth in reflecting Catholic faith and living as disciples of Jesus Christ. The Club has to organize at least one faith or bible sharing meeting and one retreat will be obligatory organized by the youth club as well every year.
- 3.3 To cultivate Catholic faith in the Montreal Chinese Society.
- 3.4 To promote the social consciousness of the Catholics.

#### Article 4: Session

The Club session shall commence with the conclusion of the Annual General Meeting of the following year.

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## **SESSION TWO: MEMBERSHIP**

### **Article 1: Full Membership**

All Catholics age in range of 14 – 35, registered in the Montreal Chinese Catholic Mission for at least one year shall have Full Membership of the MCCYC upon registration. They shall be entitled to vote, nominate candidates and be nominated for candidature to the Club's Executive Committee.

### **Article 2: Associate Membership**

All Youths age in range of 14 – 35 is eligible to become an Associate Member of the Club. This membership is mainly for youths that have been in the Montreal Chinese Catholic Mission for less than one year.

### **Article 3: Terms of Membership**

The term of yearly membership starts from the October 1<sup>st</sup> of every year and ends on September 30<sup>th</sup> of the following year. Yet term of membership would automatically terminate upon leaving the Club. Members will have their information renewed in the Youth Club Data Base, yet information about the Youth Club will be sent to active members (in data base) and non-active members (those who didn't register or who have left the Club or Alumni)

### **Article 4: Registration**

There will be a registration at the general meeting every year (can be done via email at anytime). Members who are registered will be put in Youth Club database. These members will be eligible to all activities. Yet according to their membership, members will have different legibility for the candidacy. Others will still have their name in the mailing list, where only newsletter will be sent to them but do not exercise any right to vote. Any member upon registration thereby signifies this recognition of the aims of the Club and his

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willingness to undertake his obligation and responsibilities of fulfilling these aims.

## **SESSION THREE: GENERAL MEETING**

### **Article 1: Authority**

The General Meeting shall possess the highest authority in all matters affecting the Club.

### **Article 2: Annual General Meeting**

Annual General Meeting of the Club shall be convened by the president of the Club and held within September. One president, one treasurer/secretary and 2 vice-presidents shall be elected.

### **Article 3: General meeting**

General Meeting of the Club shall be convened by the president of the Club and held at least once every three months. The legible number of attended members is at least 8 for each meeting.

### **Article 4: Voting**

At all General Meetings of the Club, all matters shall be decided by a simple majority of votes of those present and voting. In the event of even votes, the president shall give the casting vote. All the members who are absent from the Annual General Meeting do not have the right to vote. Only the youth minister has the right to veto the vote.

### **Article 5: Notice**

A notice of Annual General Meeting of the Club and the agenda thereof shall be posted at least ten clear days before the General Meeting. And the minute shall be posted within seven days after the Meeting by the Treasurer/secretary.

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## **SESSION FOUR: ELECTION**

### **Article 1: Annual Election**

The Annual Election of the Club shall be held on the Annual General Meeting as stated in Section Three, Article 2. Article 2: Nomination

All full membership includes the right of candidacy. Each candidate, arises from nomination or self-nomination, should have at least one more person to support the nomination. Nomination for the posts in the Executive Committee, as stated in Section 5, Article 1, shall be 7 complete days, where 4 days will be used for the candidate to consider the position and for the nominator to persuade the candidate. Nomination will end 3 days before the Annual General Meeting for data processing purpose. It is important to know that there is no maximum nomination, but each full member can only be one person's nominator.

## **SESSION FIVE: THE EXECUTIVE COMMITTEE**

### **Article 1: Composition**

The term of each executive committee member is 2 years. 1 person can be executive committee member for 2 consecutive terms. Age limit of executive committee member is 18-35 years of age (at the time they are elected)

Youth Minister (the veto power can only be used against any of the following executive committee members when they misuse their power or if they do not follow this Charter)

President

Vice-President (Internal)

Vice-President (External)

Treasurer / secretary

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## **Article 2: Function**

The functions of the Executive Committee shall be:

2.1 To arrange meetings and other activities in accordance with the aims of the Club.

2.2 To appoint Sub-Committee whenever necessary.

2.3 To recommend, invite, or elect for the current year a person or persons for any vacancy or vacancies, which may occur in the President, the Vice-Presidents and the Executive Committee.

2.4 To be responsible for the development of the cells.

2.5 To maintain the unity of the Club.

2.6 To insure the good transfer of power and make sure that previous project will be followed.

## **Article 3: Meeting**

3.1 Executives Meetings shall be convened by the president at least once a month.

3.2 A simple majority shall form a quorum at all Committee Meetings. At least 3 committee members must agree for a project or decision to be approved

## **Article 4: Duty**

4.1 The Youth Minister shall be the faith guidance and the charter executant.

4.2 The President shall be the chief executive of the Club and shall preside at all Meetings.

4.3 The External Vice-President shall be responsible for all matters relating to the external affairs of the Club. External VP can appoint people to help him/her with their project. He or she also has to make connection (with other groups within the church and) outside of the church.

4.4 The Internal Vice-President shall be responsible for organizing all the social functions within the Club with the aims of promoting and improving the relations among the Catholics and Catholic

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groups of the parish/mission

4.5 Treasurer/secretary shall be responsible for all the financial issues. Treasurer/secretary also has to do filing. (See appendix A)

## **Article 5: Resignation**

5.1 The Resignation of all Executive members shall be done by the following steps:

STEP 1: To call for a General Meeting. A notice of resignation shall be posted 7 clear days before the General Meeting.

STEP 2: To attend the next Pastoral Council Meeting and to give out the explanations.

STEP 3: Write an explanation letter to the parish priest and the youth minister and leave a copy into the Youth Club and Pastoral Council database.

5.2 If it is the resignation of the President, the Internal or External Vice President will get promoted to the President position. If both Vice Presidents do not accept the post, either the Internal or the External Vice President should call for a general meeting and do an election.

5.3 If it is the resignation of the Vice President or the Treasurer/secretary, the President needs to call for a general meeting and do an election. The person elected will have to fill up the place until the due date of the term

Termination

Please see 5.2 and 5.3 of the article 5 of section 5

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## SESSION SIX CONSTITUTION

### **Article 1: Amendment**

The Constitution shall not be amended except by a Motion carried at a General Meeting. Anyone can bring out an amendment. A notice intimating the amendments shall be posted 7 clear days before the General Meeting. The amendment will be voted.

### **Article 2: Interpretation**

The interpretation of the Constitution shall rest with the Executive Committee during its term of office

### Appendix A: Treasury

1. All the financial related events should be approved by the Youth Minister and all the Executive Committees.
2. The Treasurer/Secretary should prepare the complete financial report for every Annual General Meeting. The report should be the reference for the following Executive Committees.
3. The Youth Minister and President, VP external or VP internal are required to withdraw from the bank. However, the bank account document and the Youth Club cash funding are always in possession of the Youth Club Treasurer/Secretary.
4. All the documents should keep in the Youth Club database.