



**ARMENIAN CHURCH YOUTH ORGANIZATION**

**ՀԱՅԱՍՏԱՆԵԱՅՑ ԵԿԵՂԵՑԻՈՅ ԵՐԻՏԱՍԱՐԴԱՅ ԿԱԶՄԱԿԵՐՊՈՒԹԻՒՆ**



**WESTERN DIOCESE OF THE ARMENIAN CHURCH OF NORTH AMERICA**

**EST. 1949**

## **Armenian Church Youth Organization By-Laws**

### **ARTICLE I - NAME AND SCOPE**

Section 1. The name of this organization shall be the Armenian Church Youth Organization of the Western Diocese of the Armenian Church of North America.

Section 2. The membership and the Chapters of the Organization shall be formed by the young men and women of the Western Diocese of the Armenian Church of North America.

Section 3. Chapters may only be formed in areas where there are organized Armenian Church parishes (*Nov. 1998*).

Section 4. Each chapter shall add to the name of the Organization the name of its affiliated Parish or Community.

### **ARTICLE II - OBJECTS**

*THE ACYO-WD SHALL:*

Section 5. Help and encourage its members to learn and practice the teachings of Christianity according to the Doctrines and traditions of the Armenian Church.

Section 6. Promote the study and appreciation of Armenian cultural heritage.

Section 7. Strengthen the fellowship and solidarity among its members.

### **ARTICLE III - POLICIES**

Section 8. The Central Council of the ACYO-WD shall function under the jurisdiction of the Primate of the Western Diocese of the Armenian Church of North America, or, in his absence, the Locum Tenens.



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Section 9. Each chapter shall function under the jurisdiction of the Parish Priest with whose Parish it is affiliated. In the event that there is not a Parish Priest, the Chapter shall work under the jurisdiction of the Parish Council.

Section 10. Each chapter shall take a lively interest and shall actively work in the Parish Church or Community, helping Her in a manner that will render Her mission most effective.

Section 11. Each chapter shall carry out the directive(s) of the ACYO-WD Central Council.

## **ARTICLE IV - CHAPTER FORMATION AND MEMBERSHIP**

Section 12. A communicant of the Armenian Church (one who has been baptized and/or confirmed in the Armenian Church) who has attained the age of twelve (12) years, is eligible to become a member of the ACYO-WD.

Section 13. A communicant shall present his/her membership application to the Parish Priest or the Executive Committee of the chapter.

Section 14. Upon the approval of his/her membership application by the Parish Priest and the Chapter's Executive Committee, the new member shall pay his/her dues. The amount of which shall be determined by the ACYO-WD General Assembly.

Section 15. A member who enters the military service shall be exempt from paying dues. However, when present at the Chapter meeting shall enjoy all rights and privileges of a dues-paying member.

Section 16. A person can be a member of one (1) chapter only.

Section 17. Ten (10) or more persons qualified to become members of this Organization may form a chapter with the approval of the Parish Priest and/or Parish Council and with the notification to the Central Council for formal recognition.



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Section 18. Chapters shall be organized as follows:

- a) All Armenian Church communicant members who are ages 12-17 may form the Junior ACYO-WD (*Nov. 2008*).
- b) All Armenian Church communicant members who are ages 18 and older may form the Senior ACYO-WD (*Nov. 2008*).

Section 19. In the event that there are not ten (10) ACYO-WD eligible members for each of the divisions listed in Section 18, in a given parish, members may group themselves together to form chapters to satisfy their situation. This grouping shall be approved by the ACYO-WD Central Council.

Section 20. An ACYO-WD member shall not become a member of another church organization that does not function under the Western Diocese of the Armenian Church of North America.

## ARTICLE V - DUES

Section 21. The ACYO-WD General Assembly shall determine the minimum amount to be paid by each chapter to the Central Council for each member.

Section 22. The list of members who have paid dues during the past year must be submitted to the Central Council by each chapter with their financial obligations thirty (30) days prior to the Annual ACYO-WD Assembly.

## ARTICLE VI - CHAPTER MEETINGS

Section 23. A chapter shall meet at least six (6) times a year or as many times as deemed necessary by the Chapter's Executive Committee.

Section 24. The quorum for chapter meetings shall be one-third ( $\frac{1}{3}$ ) of the membership. Decisions shall be made by a simple majority vote.



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Section 25. Special Meeting may be called by the chapter executive committee upon the written request of one-third ( $\frac{1}{3}$ ) of the chapter membership. In such meetings, decisions shall be made by two-thirds ( $\frac{2}{3}$ ) majority of the members present and voting. The date of the special meeting shall be set by the chapter executive committee within two (2) weeks after the receipt of the request.

Section 26. The Annual Membership Meeting Shall:

- a) Be held in the month of December (*Special Assembly Jan. 2017*);
- b) Elect officers of the Chapter Executive Committee;
- c) Elect Senior and/or Junior ACYO-WD delegates to the Annual ACYO-WD General Assembly; (*Jan. 2025*)
- d) Elect an auditing committee;
- e) Elect a nominating committee;
- f) Hear and approve the annual reports of the Executive and Auditing Committees.

Section 27. The quorum for the Annual Chapter Meetings shall be two-thirds ( $\frac{2}{3}$ ) of the voting members. Decisions shall be made by a majority vote. If such a quorum is not obtained, a second meeting shall be called within two (2) weeks. At this second meeting, the quorum shall be one-half ( $\frac{1}{2}$ ) of the voting members. All elections and decisions must receive the approval of the Parish Priest. In the event that there is no Parish Priest, such approval must be received from the Parish Council.

## ARTICLE VII - CHAPTER ELECTIONS

Section 28. The chapter nominating committee shall present to the Annual membership a slate of candidates for various committees of the organization. Nominations shall also be accepted from the floor.

Section 29. The nominating committee shall conduct the elections and count the ballots. If a member of the nominating committee decides to run for an executive position, they must first resign from the nominating committee and be replaced by an appointment made by the assembly chair (*Nov. 2008*).

Section 30. All elected officers shall be elected for a term of one (1) year. They will be eligible for a second term; after which one year must elapse before they become eligible for another term.



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## ARTICLE VIII- CHAPTER EXECUTIVE COMMITTEE

Section 31. The chapter executive committee shall be composed of a President, a Chairman, a Vice-Chairman, a Recording Secretary, a Corresponding Secretary, a Treasurer, and an Adult Advisor. Other officers may be elected to the Executive Committee as deemed necessary by the chapter.

Section 32. The Parish Priest shall be the ex-officio President of the Chapter. In the event there is no Parish Priest, the Parish Council shall appoint one of its members to hold the office. The President shall attend all Executive and Chapter meetings.

Section 33. The Advisor shall secure the smooth running of Chapter activities and meetings and shall serve as the liaison between the Organization and the Parish Priest.

Section 34. An Executive Committee member who has been absent more than three (3) consecutive times from Executive and Chapter Meetings without justifiable cause shall be considered resigned from his/her office.

Section 35. A vacancy in the Executive Committee may be filled by the Chapter Executive Committee with the approval of the Parish Priest.

Section 36. The Executive Committee shall have the power to transact the general business of the chapter and carry on the resolutions of the membership meetings.

Section 37. All documents and financial transactions shall be under the signature of the treasurer and at least one (1) other executive committee member (*Nov. 2008*).

Section 38. The Chapter Executive Committee shall present a written annual report to the Parish Priest and the ACYO-WD Central Council at the close of the fiscal year on December 31 (*Special Assembly, Jan. 2017*).



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## ARTICLE IX - ANNUAL ASSEMBLY

Section 39. The Annual Assembly of the ACYO-WD shall take place the weekend of Martin Luther King Jr. Holiday Weekend (*Special Assembly, Jan. 2017*).

Section 40. Each Senior ACYO-WD chapter shall elect or appoint four (4) delegates and two (2) alternates to the General Assembly. Of the four (4), two (2) shall be the incoming and outgoing chairmen. In the event that either cannot attend, a member of the respective executive committee shall take their place. For chapters that meet the requirements in Sections 17, 18, and 19, both the Senior ACYO-WD chapter and Junior ACYO-WD chapter may elect or appoint four (4) delegates and two (2) alternates each (*Jan. 2025*). For chapters that meet the requirements in Section 17, one (1) additional delegate and one (1) additional alternate will be granted for every additional ten (10) members. (*Special Assembly, Jun. 2025*).

Section 41. The president of the chapter (parish priest) shall be an ex-officio Delegate in the Assembly with the rights of an elected Delegate.

Section 42. The Central Council shall receive the names of the Delegates and alternates one (1) month prior to the Annual Assembly from the Chapter Executive Committee.

Section 43. A chapter shall pay the traveling expenses for their Delegates if so required by the latter.

Section 44. The ACYO-WD Central Council officers shall conduct the business of the assembly.

Section 45. The Primate, his Vicar, or the Locum Tenens shall preside over the Assembly.

Section 46. Chapters that have not paid their financial obligations to the ACYO-WD Central Council prior to the convening of the Annual Assembly shall forfeit their right to vote at the General Assembly. Any questions to the above matter shall be decided by the Primate or his representative.

Section 47. The presence of a majority of the Delegates shall constitute the quorum of the Assembly.





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Section 48. The Assembly shall:

- a) Hear reports of the ACYO-WD Central Council;
- b) Determine the budget of the Central Council as presented by the latter;
- c) Determine and direct the Central Council to prepare and execute functions for raising funds for the special projects of the ACYO-WD;
- d) Consider only those amendments to the By-Laws that have been proposed by the Central Council and/or have been forwarded to the Central Council two (2) months prior to the Assembly;
- e) Elect members of the Central Council, the Nominating Committee, and the Auditing Committee, from a slate of candidates. Said slate shall be prepared by the Nominating Committee and shall be forwarded to the Chapters by the Central Council one (1) month prior to the Assembly for their study. Additional nominations may be made from the floor;
- f) Decide the site of the next Assembly:
  - i) A Delegate of the Chapter to be considered for the location of the next General Assembly shall nominate the Chapter in writing for consideration by the General Assembly.
  - ii) Voting shall be done by secret ballot. The site with a majority of the votes cast shall be considered the location for the next General Assembly. In the event of a tie, the decision shall be made by lot.
  - iii) Each of the Chapters nominated may take a five (5) minute presentation on why they should be selected.
  - iv) Approve the draft minutes of the assembly before it is adjourned. Within the month after the close of the Assembly, copies of the minutes shall be forwarded to the Delegates and the Primate.

Section 49. Amendments to these By-Laws may be made by two-thirds ( $\frac{2}{3}$ ) affirmation votes of the Delegates present and voting at the General Assembly.

Section 50. All elections, amendments to these By-Laws, and establishment of special funds as well as their use, shall take effect after they are approved by the Primate.



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Section 51. The Chapter that hosts the Assembly shall send to the Central Council a part of the net proceeds as follows:

- a) 25% to be placed in the special fund of the ACYO-WD.
- b) 25% toward the budget of the ACYO-WD Central Council.

## ARTICLE X - CENTRAL COUNCIL

Section 52. The Central Council shall be composed of seven (7) members. They shall be elected for a term of two (2) years. Each year of the term of one-half (½) shall end.

Section 53. Central Council Members shall be a minimum of 18 years of age, and have experience in serving at least one (1) year on a local Chapter Executive Committee or have experience in serving at least one (1) year on a local ACYO Junior Chapter Executive Committee if there is no local ACYO Senior Chapter. All nominees for the Central Council must have a letter of recommendation from their local parish priest to be considered (*Nov. 2023*).

Section 54. The Central Council shall be composed of a President, a Chairman, a Vice Chairman, a Recording Secretary, a Corresponding Secretary, a Treasurer, a Publicity Director, and one Advisor who shall function as an Assistant Treasurer and as a Programming Director (*Nov. 2008*).

Section 55. The ACYO-WD Central Council shall appoint a coordinator to the Chapter sponsoring the General Assembly. The coordinator shall keep the ACYO-WD Central Council informed of all progress on the upcoming General Assembly.

Section 56. The ACYO-WD Central Council Coordinator (in consultation with the ACYO-WD Central Council Chairman) shall ensure that all arrangements for the General Assembly business meetings are made.

Section 57. Central Council members shall be elected for one (1) term of office and may be reelected for an additional term immediately following the initial term. One year should elapse before the member can become eligible for another term.





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Section 58. The Primate shall be ex-officio President of the Central Council and shall preside over the Central Council meetings.

Section 59. The Central Council shall make an annual donation to the Western Diocese to the Armenian Church of North America, at the discretion of the Central Council.

Section 60. The Central Council treasury shall pay the traveling expenses of the members if so requested by the latter.

Section 61. Any vacancy in the Central Council, due to resignation or continuous absence, shall be filled by the Central Council. Such appointments shall be approved by the Primate. The person appointed shall only serve until the next assembly.

Section 62. The Central Council shall meet at least six (6) times a year and shall:

- a) Determine and initiate projects and fundraisers for the betterment of the ACYO-WD;
- b) Coordinate the activities of the ACYO-WD Chapters;
- c) Guide the Chapters in cooperation with one another to achieve the goals set forth in these By-Laws and in the directive(s) of the Central Council;
- d) Meet at least one (1) time in each of the three (3) or more geographical regions of the Diocese: Northern, Central, and Southern.
- e) Any Central Council member who misses three (3) or more official Central Council meetings without good cause shall, by that action, be considered to have resigned from his/her Central Council office. In the case of instances of repeated absences, the situation shall be brought to the attention of the Primate (*Nov. 2023*).

Section 63. The Central Council shall convene the ACYO-WD Annual Assembly and shall:

- a) Prepare the agenda for the Assembly meeting;
- b) Forward to the Chapters thirty (30) days prior to the Assembly for their study and consideration, the agenda, the budget, the slate of candidates for all elections, the resolutions, and the amendments to the By-Laws.
- c) Send the minutes of the Assembly proceedings to the Primate for his ratification within thirty (30) days after the General Assembly.



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## ARTICLE XI - NOMINATING COMMITTEE

Section 64. The Nominating Committee shall be composed of three (3) Senior ACYO-WD members, who shall serve a term of one (1) year. They shall be elected from a slate of candidates as presented. Further nominations may be made from the floor (*Nov. 2008*). The Nominating Committee shall also be composed of two (2) Junior ACYO-WD members, who shall serve a term of one (1) year as observers. They shall be elected from a slate of candidates as presented. Further nominations may be made from the floor (*Special Assembly, Jun. 2025*).

Section 65. It shall meet two (2) months prior to the Assembly, the Primate presiding to prepare the slate of candidates for the Central Council and Nominating Committee.

Section 66. It shall be forwarded to the Central Council this slate so they may forward it to the Chapters.

Section 67. It shall conduct the elections at the Assembly and announce the results.

## ARTICLE XII - AUDITING COMMITTEE

Section 68. The Auditing Committee shall consist of three (3) Senior ACYO-WD members, who shall serve for a term of one (1) year. They shall be elected from a slate of candidates as presented. Further nominations may be made from the floor (*Nov. 2008*). The Auditing Committee shall also be composed of two (2) Junior ACYO-WD members, who shall serve for a term of one (1) year as observers. They shall be elected from a slate of candidates as presented. Further nominations may be made from the floor (*Special Assembly, Jun. 2025*).

Section 69. It shall quarterly, as well as at the end of the fiscal year, examine the books of the Treasurer of the Central Council.

Section 70. It shall forward to the Central Council and the Primate its reports so they may forward it to the Assembly.



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## ARTICLE XIII - GENERAL PROVISIONS

Section 71. All elections shall be by secret ballot. The candidates receiving the majority of the votes shall be considered elected.

Section 72. Only members in good standing shall have the right to vote or become candidates for any office.

Section 73. Chapters may formulate their own internal working procedures subject to the By-Laws of the ACYO-WD. Such internal working procedures must be approved by the Parish Priest and submitted to the ACYO-WD Central Council.

Section 74. In areas where there are no Parish Priests, the Parish Council shall appoint one of its members to preside over the ACYO-WD Chapter and Executive Meetings.

Section 75. Duties and powers of the officers and other rules, not considered in these By-Laws shall be executed as prescribed in Roberts Rules of Order Revised.

Section 76. Upon approval of the Primate, these By-Laws shall become effective, and they shall supersede all previous By-Laws.

## ARTICLE XIV - DISSOLUTION

Section 77. In the event that the membership of any Chapter falls below ten (10), and when an increase of members does not seem possible, that Chapter shall be considered dissolved and the remaining members shall/may join with another sister Chapter.

Section 78. Upon dissolution, the assets, records, and all other property shall be turned over to the Parish Council.

Section 79. In the event of the dissolution of the ACYO-WD Central Council, all assets, records, and property shall be turned over to the Diocesan Council of the Western Diocese of the Armenian Church of North America.