



**Bylaws of
Colorado Knights of Columbus
Charities Fund, INC.**

Adopted: May 6, 1996
Amended: October 27, 2012

BYLAWS
OF
COLORADO KNIGHTS OF COLUMBUS CHARITIES FUND, JNC.
(A COLORADO NON-PROFIT CHARITABLE CORPORATION)

Article I – Business of the Corporation

Section 1:

The name of this corporation shall be COLORADO KNIGHTS OF COLUMBUS CHARITIES FUND, INC., and shall be operated and controlled by its duly elected officers and trustees. The principal place of business shall be the mailing address of the current Treasurer of the Corporation. Other offices may be established from time to time by the Board of Trustees.

Section 2:

The purpose of this Corporation is *as follows*:

- A. To carry out any lawful activity authorized by the Colorado Non-Profit Corporation Act, as amended;
- B. To unite all members of the Colorado Subordinate Councils of the Knights of Columbus in closer bonds of fraternity; to further good fellowship among Councils; to promote and protect this Order in the State of Colorado; to exchange ideas beneficial to the Councils of this State; and to bear true allegiance to the Constitution and laws of the Knights of Columbus and the United States.
- C. All members in good standing of the Colorado Knights of Columbus shall be ipso facto dues-paying members of the Colorado Knights of Columbus Charities Fund, Inc. Said members shall be engaged in carrying out the objectives of this corporation.
- D. The Corporation shall have one class of non-voting members.

Section 3: The affairs and management of this corporation shall be under the control of the Board of Trustees, composed of the five elected State Officers, the State Chaplain, the Immediate Past State Deputy and the Past State Deputies, of the Colorado State Council of the Knights of Columbus residing in Colorado.

Section 4: The Officers of this Corporation shall be a President, Vice President, Secretary and Treasurer.

- A. They shall be elected for a one year term at the regular annual meeting of this Corporation
- B. In the event the offices of Secretary or Treasurer cannot be filled from the board, the board may opt to elect any member of the Colorado Knights of Columbus to that office as a non-voting member of the board.

Section 5:

The officers and Trustees shall have the same duties as customarily performed by officers and directors of corporations for profit.

- A. An Executive Committee, to be composed of the elected Corporate officers, the Colorado State Deputy of the Knights of Columbus and the State Chaplain, shall have the right to exercise, for and on behalf of the Board of Trustees all the powers which the Board of Trustees may or might exercise under the laws of the State of Colorado in management and conduct of the ordinary affairs and business transactions of the corporation save and except such powers and duties as shall otherwise be specially directed or limited by the Board of Trustees. The members of such Executive Committee shall hold office subject to the vote of the Board of Trustees.
- B. All votes including electronic or public mail shall be determined by a majority, except for a change of these bylaws.
- C. In a given year, by a two thirds vote, the elected officers of the Colorado State Council Knights of Columbus, State Chaplain and Immediate Past State Deputy are authorized to disburse, as charitable

Donations, an amount not to exceed the sum of the previous year's interest income, the balance of interest from the endowment held by the corporation paid in the previous year, and the Pennies from heaven Funds collected in the previous year. They are further authorized to collect donations for specific purposes and distribute those funds collected to the appropriate charity. Any disbursement of additional funds requires the vote of the Executive committee as described in Article I) Section 5(A).

- D. All remaining funds at the end of the fraternal year (year ending June 30) shall become part of the endowment fund unless otherwise specified in these bylaws.

Section 6: The annual meeting of the Board of Trustees shall be within 90 days of the annual State Convention of the Colorado State Council of the Knights of Columbus. Special meetings of the Board of Trustees may be held at the call of the President or by any three members of the Board of Trustees, with ten days advance notice.

Section 7:

Required Reports:

- A. The Treasurer of this Corporation shall furnish to all Trustees copies of written financial reports prior to the annual meeting.
- B. The President of this Corporation shall submit annually, an activities report to the Trustees and the members in attendance at the Annual State Convention.
- C. These reports, including the annual audit, shall be included in the published report of the District Deputies of the Colorado State Council as an appendix.
- D. The Secretary and Treasurer shall provide financial reports to the President and the Elected State Officers at least quarterly or more frequently if requested by the President, State Deputy, or at least three members of the board.

Section 8:

All funds and other properties of this Corporation are subject to the control and disposition of the Board of Trustees. The Officers of the Corporation shall execute the directions of the Trustees in the management of such funds and properties.

- A. Reserved funds will not be distributed except by two-thirds vote of the Board of Trustees.
- B. Christopher Fund earnings will be distributed to the fund balances that make up the fund with the balance, other interest and Pennies from Heaven to be available to the Colorado State Council for charitable contributions during the following fraternal year.

Section 9: The Corporation shall operate on a fiscal year that matches the fraternal year of the Knights of Columbus which is July 1 through June 30.

Section 10: The Elected State Officers of the Colorado State Council shall retain an outside charter or certified public accountant that will be charged with auditing the books of the Corporation as of June 30 of each year. He shall provide a written opinion of the condition of the Corporation and any affiliated entities. This auditing firm will be responsible for submitting Forms 990 and other required legal tax and Internal Revenue Service forms on behalf of the State Council and the Knights of Columbus Charities, Inc. The retention of an outside auditing firm in no way lessens the fiduciary responsibilities of the Officers of the Corporation.

Section 11: This is absolutely a non-profit Corporation. The members of the Board of Trustees shall not receive compensation for their services as Trustees; however, the Board of Trustees is authorized to have paid out of the Trust Fund such actual expenses, including meeting and travel expenses, as are necessarily incurred in the proper administration of the affairs of this Corporation.

Section 12: Not less than four State Officers (including the Immediate Past State Deputy) and at least three Past State Deputies constitute a quorum. Amendments to these bylaws may be made by a two-thirds (2/3) vote of the trustees in attendance at the regularly scheduled annual meeting.

Section 13: Upon the dissolution of the Corporation, the Board of Trustees shall, after paying or making provision for the payment of all the liabilities of the Corporation, shall distribute exclusively for the purpose of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall, at the time, qualify as an exempt organization under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United State Internal law), as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by a Court of competent jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization(s), as said Court shall determine.

Article II– Christopher Fund Participation

Section 1: The Colorado State Council through the Colorado Knights of Columbus Charities Fund will participate in the Christopher Matching Fund Program *as* adopted by resolution No. 34 at the 1992 Supreme Council Meeting.

Section 2: Based on the intention in the early 1970's of the then State Council Officers and the Past State Deputies to have an endowment fund of which only the earning are used for charitable purposes and the sole intent of the principle, reserved and unreserved, was to provide earnings and in 1994 the Colorado State Council chose to participate in the Christopher Matching Fund Program, be it known that those funds held in that fund shall remain the endowment fund.

Section 3: Included in the Christopher Fund shall be all substantial donations to the Charities Fund that were given for the intended purpose of the development of an endowment fund. The donors' names shall be listed annually in the president's report of the Colorado Knights of Columbus Charities Fund, Inc. and included in the proceedings of the Colorado State Council.

Section 4: The Colorado State Council has established a special committee as follows: The State Secretary, State Treasurer, State Advocate, four (4) Past State Deputies residing in Colorado (the Past State Deputies to be elected from those present at the annual meeting of the Colorado Knights of Columbus Charities, Inc.) to administer the Colorado State Council's participation in the Christopher Fund, said committee to be known as the Christopher Fund Committee and to be composed of not more than nine (9), with the State Deputy and Immediate Past State Deputy to be ex-officio, voting, members of said committee. Said committee will perform all acts that are necessary in administering the Colorado State Council's participation in the Christopher Fund. The State Deputy and Corporation President shall recommend to the Christopher Fund Committee on what activity should be taken as to investing or withdrawing funds on a semi-annual basis based on the guidelines as provided by the Supreme Office.

Article III - Developmentally Disabled Annual Campaign

Section 1: Annually Colorado State Council of the Knights of Columbus will sponsor, as a community activity, a Developmentally Disabled Campaign to raise funds for the mentally challenged, handicapped, or retarded citizen in Colorado.

Section 2: All materials used in this campaign shall be imprinted with the emblem of the Knights of Columbus and a slogan as approved by the Supreme Council, Knights of Columbus.

Section 3: After allowance for reimbursement expenses such as the cost of candy products, special aprons, mailings, posers, and other necessary miscellaneous items are made, seventy percent (70%) of the net proceeds are designated for distribution as approved by the participating council, with the remaining thirty percent (30%) available for designation for distribution by the elected officers of the Colorado State Council.

Section 4: All disbursements of funds, as approved by the elected State Officers and the Immediate Past State Deputy, shall be through the Colorado Knights of Columbus Charities Fund, Inc. and not by individual councils. These funds shall be used for the welfare of mentally handicapped persons only. A person or persons acting in the interest of or organized for aiding the mentally handicapped may make application for funds to the Colorado State Council or a participating subordinate council. Applications to non-participating councils should be referred to the Colorado State Council.

Section 5: Each participating council shall submit a report of this activity which details the net proceeds collected and instructions for distribution of 70% of the net proceeds to the State Charities Secretary, Colorado State Charities no later than December 31 of each year. Any participating council's funds not designated for distribution by the following June 30 shall be disbursed by the elected officers of the Colorado State Council in the same manner as the 30% State Council share described in Section 3 of this Article.

Article IV - Pennies from Heaven

The Colorado State Council has initiated a "Pennies from Heaven Program" for the purpose of generating funds for charitable contributions by the State Council. Funds will be maintained as a part of the State Charities Fund, and disbursed by a two-thirds vote of the Elected State Officers and Immediate Past State Deputy. The development of the "Pennies from Heaven Program" will be under the control of its chairman and the State Deputy.

Article V - Father McGivney Club

The Father McGivney Club was formed to aid and support the growth of vocations in the jurisdiction of Colorado by providing emergency financial support to clergy, religious, seminarians and novices. All donations shall be accounted for separately and held in the Charities Fund and administered under the bylaws of the Colorado Knights of Columbus Charities Fund, Inc. Written criteria for the disbursement of funds shall be developed and maintained by the Vocations Chairman and State Deputy and approved by a majority of the Elected State Officers and Immediate Past State Deputy. Funds shall only be disbursed after approval by a two-thirds vote of the Elected State Officers and Immediate Past State Deputy.

Article VI - Perpetual Memorial Society

The Colorado State Council has developed a "Perpetual Memorial Society" for the intentions of the member of the society. Membership is obtained through the donation of \$50 or more in the name of the proposed member of the society to the Colorado Knights of Columbus Charities Fund, Inc. with the intention of membership in the "Perpetual Memorial Society". Proceeds from the membership fee form an endowment held by the Colorado Knights of Columbus Charities Fund, Inc. Interest from the endowment is used: 1) to

ensure that at least 100 masses are said annually for the members of the society, 2) for expenses associated with the maintenance of the Perpetual Memorial Plaque used to display the names of the members of the society and all administrative expenses of the Society, and 3) for various charitable purposes as approved by the Elected State Officers of the Colorado State Council.

Article VII-Colorado Diocesan Capital Restoration Fund

This fund will receive and disburse moneys received for the restoration of Catholic properties within the state of Colorado. Each restoration funding program shall be at the request and approval of the Bishop of that diocese and will require specific guidelines for donations and disbursements approved by the Bishop and a two-thirds positive vote of the Elected State Officers and the immediate Past State Deputy. An accounting of moneys allocated to each diocese will be maintained and only funds allocated to a specific diocese will be spent within that diocese. The status of each project and/or funds available shall be made available to each Bishop, at the annual mid-year meeting after the annual audit has been completed. This status report shall be included in the proceedings of the Colorado State Council.

Article VIII-Football Sweepstakes

Each year the Colorado Knights of Columbus Charities Inc. shall participate in a football sweepstakes fund raiser for the benefit of this charity and the Colorado State Council. The council shall retain twenty percent of the face value of each sweepstakes ticket sold and shall remit the remaining amount to this corporation. Once the expenses of the corporation related to the sweepstakes are paid not less than 75 percent of the net proceeds shall be paid to the Colorado State Council for the sole purpose of subsidizing the cost of the annual convention. Not less than ten percent shall be placed in the general reserved fund and the remaining fifteen percent is available to the State Council at the vote of the Elected State Officers and Immediate Past State Deputy.

Article IX -Ratification

These bylaws were duly presented to the Colorado State Council of the Knights of Columbus meeting at its Annual meeting in Littleton, Colorado on October 27, 2012.

I hereby certify that the above and foregoing bylaws incorporate all changes since the incorporation of the Colorado Knights of Columbus Charities Fund, Inc. and are the bylaws regularly approved and ratified by a two-thirds vote of the Trustees in attendance at its Annual Meetings updated through October 27, 2012.

Attested:

//signed, jjd, 28 October 2012//

John J. Doherty

COLORADO KNIGHTS OF COLUMBUS CHARITIES FUND, INC.

(A COLORADO NON-PROFIT CHARITABLE CORPORATION)

State Advocate, Colorado Knights of Columbus

Certified:

James Conlan

COLORADO KNIGHTS OF COLUMBUS CHARITIES FUND, INC.

(A COLORADO NON-PROFIT CHARITABLE CORPORATION)

President