

**ALL SAINTS UKRAINIAN ORTHODOX CHURCH CAMP  
CONSTITUTION AND BYLAWS OF THE CAMP ASSEMBLY AND EXECUTIVE  
COMMITTEE**

Original constitution presented December 10, 1978,

Approved February 1981,

Amended and Approved (            ) 2015

**Article I            NAME**

Section 1            The name of the organizations or governing body falling under this Constitution and Bylaws shall be the All Saints Ukrainian Orthodox Church Camp (ASC) Assembly and the Executive Committee of ASC (the Executive Committee).

**Article II            PURPOSE**

Section 1            The purpose of the Assembly and Executive Committee is to serve our Lord and Savior Jesus Christ through supervision and operation of ASC, to promote the use of ASC by the faithful and all guests and encampments of ASC and to coordinate efforts with the camping programs of the Ukrainian Orthodox Church (UOC) of the USA Consistory Office (the Consistory) of Youth and Young Adult Ministry in providing a strong camping ministry.

**Article III            COMPOSITION OF THE ASSEMBLY**

Section 1            Any faithful parishioner of good standing of the UOC of the USA may participate and vote at the Assembly, provided that they are approved by their respective parish board and priest as a delegate to the Assembly. A delegate must present a signed letter by such parish board and priest to the Recording-Corresponding Secretary of the Executive committee for qualifying his or her status as a delegate.

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- Section 2      Each Junior and Senior UOL Chapter will be entitled to name one delegate to the Assembly; the aforementioned letter in Section 1 of this Article, establishing such qualified status.
- Section 3      Each parish Sisterhood will be entitled to name one delegate to the Assembly; the aforementioned letter in Section 1 of this Article, establishing such qualified status.
- Section 4      The Executive Boards of the three Central Organizations of the UOC of the USA are entitled to appoint delegates to the Assembly.
- Section 5      Delegates to the Assembly will serve for a term of one year.
- Section 6      The members of the Executive Committee will hold delegate status to the Assembly Meetings.

**Article IV      MEETINGS**

- Section 1      An Annual meeting of the Assembly shall be held for the purpose of electing non-appointed officers, reviewing operating and financial matters, reviewing the progress of the past fiscal year, planning improvements and or development activities for the upcoming year (s) and any other matters deemed necessary by the Executive Committee. The meeting shall be held in the spring. The time and place of the meeting shall be announced by the Executive Committee at least 30 days prior to the meeting.
- Section 2      Regular Assembly Meetings shall be held semi-annually, one in the spring (the Annual meeting), prior to the ASC Camping Season, and one in the fall, following the camping season to review the management and operations of ASC and any other matters deemed necessary by the Executive Committee. Meetings may be conducted via Teleconference or

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Web-conference, if the Executive Committee deems it necessary. All Regular Meetings must be announced by the Executive Committee at least 30 days prior to the meeting. A quorum of the Assembly for all meetings is 15 qualified delegates. Lacking such a number of delegates, the Chairperson shall call a quorum after a 15 minute grace period. Though any member of the UOC of the USA can attend such meetings, only delegates, as defined, are entitled to a vote.

Section 3 Special Meetings of the Assembly may be convened by the Chairperson of the Executive Committee. Assembly delegates must receive notification of a Special Meeting from the Executive Committee at least 30 days prior to the meeting. Special Meetings may be conducted via Teleconference or Web-conference.

Section 4 The Executive Committee will meet on an as needed basis (at least quarterly) to carry out the decisions of the Assembly Meetings and other matters, as deemed necessary. Meetings may be conducted via Teleconference or Web-conference, if needed. The Executive Committee shall ascertain the efficient functioning of sub-committees, their chairpersons and members. A quorum of all Executive Committee meetings is a majority of the Executive Committee. Though any member of the UOC of the USA can attend such meetings, only Executive Committee members are entitled to a vote.

**Article V OFFICERS**

Section 1 The Executive Committee shall be comprised of the following officers who have a vote on all matters discussed at Executive Committee meetings.: the Chairperson (Appointed by the Consistory President), a Vice-Chairperson, a Recording-Corresponding Secretary, a Financial

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Secretary, a Treasurer, the Priest of St. Thomas Chapel (Appointed by the Metropolitan of the UOC of the USA), three Members at Large elected at the Annual meeting, All Saints Camp Manager (Approved by the Consistory President), the Director of the Consistory Office of Youth and Young Adult Ministry (Appointed by the Consistory President), and the Chairperson of the ASC Maintenance Subcommittee (Appointed by the Executive Committee).

Section 2        The Executive Committee may appoint individuals to serve as Chairpersons of necessary and appropriate committees and may assign other individuals to perform specific duties.

Section 3        The UOC of USA shall, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer or director of ASC against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed action, suit or proceeding in which he or she may become involved by reason of his or her service in such capacity; provided that no indemnification shall be provided for any such person with respect to any matter as to which he or she shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of the ASC; and further provided that any compromise or settlement payment shall be approved by the Consistory.

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**BY- LAWS**

**Article I            POWERS AND DUTIES OF OFFICERS**

Section 1            Chairperson: The Chairperson shall act as the Chief Executive Officer and shall have general and active control of its affairs and business and general supervision over the officers. He/she shall preside at all meetings and serve as a member ex-officio on all standing committees and will also manage and facilitate communications with the Consistory. The Chairperson shall have custody of the treasurer's bond, if any.

Section 2            The Vice Chairperson shall assist the Chairperson in the performance of his/her duties and shall assume the duties of the Chairperson during his/her absence or incapacity and shall then have all the rights and privileges of that office.

Section 3            The Recording-Corresponding Secretary shall prepare written minutes of the proceedings of all meetings and shall perform such duties as are assigned to him/her including verifying that only certified members vote at the Assembly meetings. He/she shall be the custodian of all records unless a special officer shall be appointed for that purpose.

Section 4            The Financial Secretary shall maintain an accurate record of financial receipts and related encampment enrollment statistics and conduct all correspondence in reference to the collecting of funds and cooperate with the Camp Manager and Treasurer in the initiation and execution of the approved fiscal budget.

Section 5            The Treasurer shall have the power to endorse, deposit or collect all notes, checks, drafts and other financial obligations of ASC. He/she shall

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keep or be responsible for accurate financial records in cooperation with the Camp Manager and Financial Secretary.

- Section 6      The Priest of St. Thomas Chapel shall be appointed by the Metropolitan of the UOC of the USA and shall have full responsibility for St. Thomas Chapel and is the Spiritual Advisor to the Assembly and Executive Committee. He reports to the Metropolitan. All liturgical services, functions or needs of the chapel must have the blessing of the Priest of St. Thomas Chapel.
- Section 7      The Camp Manager reports to the Chairperson, and submits regular reports to the Executive Committee. The selection of the Camp Manager position should be done with the Executive Committee and President of the Consistory working in concert, and ultimately approved by the Consistory prior to any such hiring. He/she has the responsibilities outlined in the related job description, including working jointly with the other Executive Committee members to achieve the purpose of ASC.
- Section 8      The Director of the Consistory Office of Youth and Young Adult Ministry participates in meetings of the ASC Assembly and Executive Committee expressing the interests and promoting the needs of the UOC-USA camping programs at ASC.
- Section 9      The Chairperson of the Maintenance subcommittee manages and coordinates the work of the other members of this Subcommittee. The Chairperson of the Maintenance subcommittee also works with and assists the Camp Manager and maintenance staff with the maintenance of ASC. The Chairperson of the Maintenance subcommittee presents the

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subcommittee's reports to the Executive committee and provides recommendations with respect to prioritization of maintenance projects and their related costs.

Section 10      Term: No person may hold two (2) or more offices at the same time nor be elected to the same office for more than three (3) consecutive terms without approval of the President of the Consistory.

**Article II      Audit Committee**

Section 1      The Audit Committee shall consist of two members elected at the Annual Meeting and shall examine all ASC financial records shall convene and examine the financial records of ASC and verify the accuracy of such, at least semi-annually. They shall provide an annual report to the ASC Assembly. The Treasurer, Financial Secretary and Audit Committee shall submit all ASC financial records for audit to the UOC of the USA Audit Commission at the time and place set by the Commission each year.

**Article III      COMMITTEES**

Section 1      Committees shall be appointed by the Chairperson or may be formed at a meeting of the Assembly. Standing Committees, after being appointed by the Chairperson, shall be ratified by the Executive Committee meeting.

**Article IV      FISCAL YEAR**

Section 1      The fiscal year of ASC shall be from January 1st to December 31st and all financial reports, audits and financial programs shall be based on this period.

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**Article V            PARLIAMENTARY AUTHORITY**

Section 1            Roberts' Rules of Order, as amended, shall be the Parliamentary Authority for this organization where it does not conflict with the Articles of the Constitution.

**Article VI            VOTING**

Section 1            All properly certified delegates to the Assembly Meetings will be entitled to one (1) vote at such meeting.

**Article VII           AMENDMENTS**

Section 1            The Constitution and By-Laws may be amended only at the Annual Meeting. Amendments must be submitted to the Executive Committee at least 90 days prior to the Annual Meeting at which they will be considered. The Executive Committee shall provide copies of all proposed amendments at least 20 days prior to the meeting so that the delegates can discuss them with the bodies they will represent at the meeting.

Section 2            Any amendments to the Constitution and By-Laws must be amended by a two-thirds affirmative vote of all the delegates recorded present for the meeting and such amendment to be ratified by the Consistory.