

CONSTITUTION AND BYLAWS

OF

THE PORTUGUESE AMERICAN LOWELL YOUTH CENTER

739 CENTRAL STREET, LOWELL, MASSACHUSETTS 01852

ARTICLE I: NAME

The name of the organization is the Portuguese American Lowell Youth Center, Inc., and it has its principal office at 739 Central Street, Lowell, Massachusetts.

ARTICLE II: PURPOSES

The purpose of the organization is to provide a home and meeting place, and to serve as a headquarters for the Portuguese American youth of Greater Lowell to enable them to carry out their charitable, educational, recreational, patriotic and civic responsibilities, and to serve food and refreshments. In addition, the purpose of the organization shall be to preserve and promote the ethnic heritage, background, and culture of the Portuguese community in the Greater Lowell area.

ARTICLE III: OFFICERS

The officers shall consist of a President, a Vice-President, a Secretary, an Assistant Secretary, a Treasurer, and Directors. All officers and directors shall be Portuguese or of Portuguese descent.

1. The President must be able to speak both English and Portuguese. The President shall manage the affairs of the organization; shall, when present, preside at all meetings, whether regular or special; may call meetings of the organization; may remove, with cause, other officers and committees but only with a two-thirds vote of the Board of Directors. All checks shall be signed jointly by the President and Treasurer. The President shall have the power to appoint all standing committees. The President shall serve two consecutive terms.
2. The Vice-President must be able to speak both English and Portuguese and shall assist the President. In the absence of the President, the Vice-President shall take charge.
3. The Secretary shall faithfully perform all duties assigned; shall keep a detailed record of all proceedings of meetings; shall keep and maintain all records and documents pertaining to the organization; shall in due time notify all members before the annual meeting or any special meetings.
4. The Assistant Secretary shall assist the Secretary with the duties of the Secretary and shall function when the Secretary is not present.
5. The Treasurer shall see that all bills due to the organization are paid promptly; shall pay all bills due from the organization; shall keep and have charge of the accounts of the organization, the vouchers thereof, and the monies, books and other valuables of the organization; shall deposit all funds of the organization to its credit or its

corporate name with such bank as the organization agrees upon; shall sign all checks jointly with the President; shall at the annual meeting, present a financial report of the receipts and expenditures during the fiscal year or such period as may be decided upon. The Treasurer shall also be responsible for all monies collected from dues.

6. The Directors shall consist of thirteen (13) members, five of whom shall be executive officers of the organization, and said Directors shall examine and cause to be properly kept, all books, accounts, and other properties of the organization. They may require the Treasurer to be bonded by the organization. All Directors must be Portuguese or of Portuguese descent.

ARTICLE IV: MEMBERSHIP

1. REGULAR MEMBER. Any person who is of Portuguese descent or Portuguese, and/or married to a person of Portuguese descent and who is a resident of Lowell, or the Greater Lowell area, may become a regular member of the organization.

2. ASSOCIATE MEMBER. Any person who does not qualify to be a regular member as to residence. This person must still meet all the other requirements of regular membership. An associate member may not vote and may not become an officer of the organization.

3. Regular membership in the organization must be renewed yearly by the payment of dues. Associate members will pay the same dues as regular members. Dues will cover the period from January first through December thirty first.

ARTICLE V: ELECTIONS

1. All officers and directors of the society shall be elected for a period of one (1) year. Said election is to take place at the annual meeting of the society.

2. The President shall appoint a nominating committee of not more than five (5) members whose duties shall be to nominate a slate of officers of the organization, along with a slate of directors, to be voted on at the annual meeting. Said nominating committee shall be appointed by the President no later than six weeks before the annual meeting. Nominations from the floor will also be permitted.

ARTICLE VI: MEETINGS

1. The annual meeting of the organization shall be no later than the third Sunday of November.

2. Only paid up regular members shall be eligible to vote and take part in the meetings.

3. Meetings of the Board of Directors shall be held monthly on the second Monday of the month. A quorum shall consist of one-third of the board members.

ARTICLE VII: MAINTENANCE

1. The buildings and all of the property of the organization must be fully insured at all times by said organization for liability, fire, theft, and vandalism.

2. City and state rules and regulations protecting the property and buildings must be posted on the premises at all times to protect the committees who serve, and persons having access to same.

ARTICLE VIII: AMENDMENTS

In order to alter, amend, change, revise, revoke or suspend any of the foregoing bylaws, it shall be necessary that notice of a meeting to be held for such purpose be given to the membership by mail at least ten (10) days before said meeting, and said notice shall contain the specific purpose of said meeting to amend, alter, change, or to revise these bylaws.

The presence of fifteen (15) members shall constitute a quorum in order to conduct business relative to this article, and two-thirds (2/3) of those present shall be necessary to vote a change to the bylaws.

ARTICLE IX: COMMITTEES

In addition to the nominating committee, the President shall appoint the following committees to serve during the President's term of office. All recommendations made by these committees shall be placed before the membership for approval.

2. Fundraising Committee
2. House Committee
3. Maintenance Committee
4. Any other committee which at the discretion of the President is necessary to properly conduct the affairs of the organization.

All committees appointed by the President shall comply with a set of rules and regulations which shall be established by the Board of Directors and approved by the membership.

PORTUGUESE AMERICAN LOWELL YOUTH CENTER
739 Central Street
Lowell, Massachusetts 01852
Tel. 508-452-402

BOARD OF DIRECTOR

<i>MARIA NAZARE SODRE</i>	<i>PRESIDENT</i>	<i>508-458-6217</i>
<i>ELSA OLIVEIRA</i>	<i>VICE PRESIDENT</i>	<i>508-453-4012</i>
<i>TERESA ORNELAS</i>	<i>SECRETARY</i>	<i>508.851-6353</i>
<i>FILOMENA SIMAO</i>	<i>TREASURER</i>	<i>508-970-4949</i>
<i>GLADYS PICANCO</i>		<i>508-454-3531</i>
<i>DIANA RAMOS</i>		<i>508-453-1902</i>
<i>CECILIA SEQUEIRA</i>		<i>508-458-4114</i>
<i>DEIDEMIA BETTENCOURT</i>		<i>508-453-9245</i>
<i>GLORINDA MEDEIROS</i>		<i>508-452-6731</i>
<i>BELMA REIS</i>		<i>508-452-9349</i>
<i>ROSA SILVA</i>		<i>508-459-2535</i>
<i>IVONE CONDE</i>		<i>508-851-8181</i>
<i>DELORES LIMA</i>		<i>508-454-2026</i>