

BY-LAWS

OF DIGNITY/PHILADELPHIA

Ratified by the General Assembly March 27, 1983

Proposed Revisions January 2010

CHAPTER I MEMBERSHIP

Section 1

The executive, legislative and judicial powers of DIGNITY/PHILADELPHIA are derived from the collective authority, right and counsel of the membership; moreover, the organization's use of any such power may ultimately be appealed to the General Assembly of the membership at a business meeting.

Section 2

The Officers, Coordinators, Chairpersons, Delegates, Committees and any others who/which shall competently act on behalf of DIGNITY/PHILADELPHIA are ultimately accountable to the General Assembly of the membership.

Section 3

The individual member of DIGNITY/PHILADELPHIA shall understand that the membership are ultimately and conjointly accountable to themselves for their mutual adherence to such principles, values, duties and responsibilities as they have each freely taken upon themselves through their own membership and through the Constitution and By-Laws not withstanding such personal misgivings or dissatisfactions as may from time to time arise.

Section 4

An individual member may forfeit membership in DIGNITY/PHILADELPHIA by means of such behavior as shall be understood to, (a) destroy official records or documents and/or, (b) destroy community property and/or, (c) defraud and/or, (d) deceive and/or, (e) discredit and/or, (f) publicly misrepresent DIGNITY/PHILADELPHIA or its members as so resolved by the competent action of the Steering Committee, or upon appeal by the General Assembly of the membership.

CHAPTER I MEMBERSHIP

Section 1

The executive, legislative and judicial powers of DIGNITY/PHILADELPHIA are derived from the collective authority, right and counsel of the membership. The organization's use of these powers may ultimately be appealed to the membership at a Business Meeting.

Section 2

The Officers, Coordinators, Chairpersons, Committees, and others acting on behalf of DIGNITY/PHILADELPHIA are ultimately accountable to the membership.

Section 3

The individual members of DIGNITY/PHILADELPHIA agree that they are responsible to adhere to the Constitution and By-Laws and the principles, values and duties inherent in their membership. DIGNITY/PHILADELPHIA acknowledges that personal misgivings or dissatisfactions with these responsibilities may occur from time to time.

Section 4

An individual member may forfeit membership in DIGNITY/PHILADELPHIA by means of any or all of the following behaviors: destroy official records, documents or community property, defraud, deceive, discredit; and/or publicly misrepresent DIGNITY/PHILADELPHIA or its members as determined by the Steering Committee. This decision may be appealed to the membership.

Section 5

DIGNITY/PHILADELPHIA shall act within and through the person of its Officers, through the business voted by the General Assembly of the membership, through the Steering Committee, and through such other committees as shall be authorized and properly empowered by organizational law as given in the Constitution, By-Laws, the Articles of Incorporation and as otherwise competently enacted by the Steering Committee and/or the General Assembly.

Section 6

An individual holding membership in DIGNITY/PHILADELPHIA shall be entitled to the following rights, privileges and responsibilities:

1. to hold one vote and be present in order to use it
2. to vote on all questions of business before the General Assembly
3. to vote in all Chapter and Dignity/USA elections or recalls
4. to vote on all amendments to the Constitution and By-Laws
4. to hold elected office or coordinatorship
5. to become a designated proxy as a Standing Committee member
6. to introduce motions before the General Assembly
7. to petition the Steering Committee or the General Assembly
8. to appeal to the Steering Committee or the General Assembly
9. to hold the floor during discussion and debate of the General Assembly
10. to qualify for Chapter Service awards
11. to hold membership in any Ad Hoc Committee required by Chapter law
12. to carry a DIGNITY/PHILADELPHIA membership card
13. to receive a copy of the Constitution and By-Laws
14. to read the Constitution and By-Laws
15. to attend business and community meetings and events as a matter of right
16. to access the archives upon proper application
17. to receive the Chapter newsletter and all official mailings
18. to receive member discounts where offered
19. to hear and observe any official Chapter business at any time
20. to receive DIGNITY/USA's newsletter and all official mailings
21. to attend DIGNITY/USA's meetings and events
22. to attend DIGNITY/USA's Conventions and General Membership Meetings
23. to abide by the rules of DIGNITY/PHILADELPHIA in all Chapter matters

Section 5

DIGNITY/PHILADELPHIA acts as an entity through its Officers, business voted upon by the membership, the Steering Committee, and any other committees as authorized by the Constitution, By-Laws, Articles of Incorporation, and/or the Steering Committee or the membership.

Section 6

The rights, privileges and responsibilities of a member in DIGNITY/PHILADELPHIA are to:

1. hold one vote and be present in order to use it
2. vote on all motions during a business meeting
3. vote in all Chapter elections or recalls
4. vote on all amendments to the Constitution and By-Laws
5. hold elected office or coordinate a committee
6. become a designated proxy as a Standing Committee member
7. introduce motions for consideration at a business meeting
8. petition the Steering Committee or the membership at a business meeting
9. appeal to the Steering Committee or the membership at a business meeting
10. hold the floor during discussion and debate at a business meeting
11. qualify for Chapter Service awards
12. hold membership in any Ad Hoc Committee
13. carry a DIGNITY/PHILADELPHIA membership card
14. receive a copy of the Constitution and By-Laws
15. read the Constitution and By-Laws
16. attend business and community meetings and events
17. access the archives upon proper application
18. receive the Chapter newsletter and all official mailings
19. receive member discounts where offered
20. hear and observe any official Chapter business at any time except as provided in Chapter 11, Section 3
21. abide by the Constitution, By-Laws and any other rules of DIGNITY/PHILADELPHIA in all Chapter matters

CHAPTER II ANNUAL DUES

Section 1

Annual dues shall be a condition of membership and such membership shall apply from the date of acceptance by the Vice President to the same date of the following year.

Section 2

A portion of the revenue collected from each member as annual dues shall be remitted to the DIGNITY/USA office. The balance shall be deposited in the general operating fund of DIGNITY/PHILADELPHIA.

Section 3

The Chaplains of DIGNITY/PHILADELPHIA shall be entitled to membership ex officio.

CHAPTER III MEETINGS: GENERAL RULE

Section 1

The Executive Officers, Committees, General Assembly and the individual members of DIGNITY/PHILADELPHIA shall understand and obey this direct injunction given here in the second person as a continuing condition of responsible membership:

You may not break the rules.

No one shall break the rules with impunity.

The rules are regarded as a contract that you make with each other. When and if you make rules, you are bound by the rules you make; you may not break the rules you make but you may change the rules according to due process of law as given in the Constitution and By-Laws of DIGNITY/PHILADELPHIA.

This injunction is enjoined upon you both as an organization and as an individual member under the laws of the Commonwealth of Pennsylvania by the Articles of Incorporation granted to DIGNITY/PHILADELPHIA and extended equally to all members by means of the rights, privileges and obligations of a non-profit corporation.

CHAPTER II ANNUAL DUES

Section 1

Annual dues to DIGNITY/PHILADELPHIA is a condition of membership in the Chapter. Membership is from the date of acceptance by the Vice President to the same date of the following year.

Section 2

Revenue collected from each member as annual dues will be deposited in the General Operating Fund of DIGNITY/PHILADELPHIA.

Section 3

The Chaplains of DIGNITY/PHILADELPHIA will receive complimentary membership.

CHAPTER III MEETINGS: GENERAL RULE

Section 1

The Executive Officers, Committees, General Assembly, and individual members of DIGNITY/PHILADELPHIA will be guided by Chapter law, Robert's Rules of Order and the tradition and custom of DIGNITY/PHILADELPHIA.

Section 2

A General Assembly is a gathering of the membership announced in advance and may take the form of a Business Meeting or Community Meeting as described in Chapter IV and Chapter V.

Section 3

Chapter law includes the Constitution, By-Laws, Articles of Incorporation granted to DIGNITY/PHILADELPHIA by the Commonwealth of Pennsylvania, and business voted upon by the Steering Committee and at a Business Meeting. Chapter law will be extended equally to all members by means of the rights, privileges and obligations of a non-profit corporation.

CHAPTER IV BUSINESS MEETINGS

Section 1

A business meeting shall be defined as a General Assembly of the membership convened for the express purpose of and to properly provide for the competent transaction of the necessary and regular business of DIGNITY/PHILADELPHIA.

Section 2

The General Assembly of the membership shall exercise the executive, legislative and judicial powers of DIGNITY/PHILADELPHIA in accordance with the provisions duly set forth in the Constitution and By-Laws.

Section 3

The President shall be the Speaker for the General Assembly and shall be competent to articulate as well as to implement the action that shall be voted as the lawful and proper business of the General Assembly.

Section 4

The General Assembly shall have appellate jurisdiction of such disputes and/or appeals as have received a ruling by the Steering Committee, and where there may be some doubt that the original ruling in some manner failed to properly apply or consider pertinent aspects of organizational law. The General Assembly upon review may direct the Steering Committee to hear again the original claimants and case for the purpose of reconsidering the original ruling.

Section 5

The General Assembly of the membership shall be competent to review and to amend the actions of the Steering Committee by a simple majority of the members present provided that such review and/or amendment shall have been (a) announced to the membership at least seven (7) days prior to any regularly scheduled business meeting by the prospective makers of any such motions, and (b) included on the agenda under "New Business" for the next business meeting.

Section 6

The General Assembly of the membership shall not preempt and/or infringe upon the authority conferred on the Steering Committee by the Constitution, By-Laws and the Articles of Incorporation.

CHAPTER IV BUSINESS MEETINGS

Section 1

A business meeting is the General Assembly convened to transact the business of DIGNITY/PHILADELPHIA.

Section 2

The General Assembly holds the executive, legislative and judicial powers of DIGNITY/PHILADELPHIA in accordance with the provisions in the Constitution and By-Laws.

Section 3

The President is the Speaker of the General Assembly, and articulates and implements the motions that are voted upon and approved by the General Assembly.

Section 4

The General Assembly has appellate jurisdiction concerning disputes and/or appeals where there may be some doubt regarding the original ruling by the Steering Committee that failed to properly apply or consider aspects of organizational law. The General Assembly may direct the Steering Committee to reconsider the original ruling.

Section 5

The General Assembly can review and amend the actions of the Steering Committee by a simple majority of the members present provided that such review and/or amendment has been announced to the membership at least seven (7) days prior to any regularly scheduled business meeting by the prospective makers of any such motion(s); and included on the agenda under "New Business" for the next business meeting.

Section 6

The General Assembly will not preempt and/or infringe upon the authority conferred on the Steering Committee by the Constitution, By-Laws and the Articles of Incorporation.

Section 7

The General Assembly of the membership may and shall competently direct and/or order the Steering Committee to rescind and/or amend any prior standing action of that committee wheresoever the General Assembly shall deem appropriate within the constraints of organizational/Chapter law as cited above.

Section 8

The General Assembly of the membership shall upon suspension of the Standing Rules be competent to set the desired order of business for that meeting, and shall be bound only by such conditions and requirements given below as ordinarily apply to that order of business.

Section 9

The conditions and requirements which shall competently govern a business meeting are as follows: A Business Meeting shall...

1. exercise the exclusive right to transact DIGNITY/PHILADELPHIA business
2. require as a quorum the presence of fifteen (15) members or more throughout
3. be governed by Robert's Rules of Order to the extent practicable
4. require that a recent copy of Robert's Rules of Order be on hand
5. require that a copy of the Constitution and By-Laws be on hand
6. require that a current copy of the membership list be on hand
7. segregate the seating of members and non-members as a matter of decorum [delete]
8. require a parliamentarian versed in the rules of order to advise the Chair
9. require prior announcement of seven (7) days for any business meeting
10. be scheduled by the Steering Committee at least quarterly
11. be convened by the President or other appropriate officer as necessary
12. solicit items for the agenda under "New Business" at least ten (10) days before the date of the meeting
13. require proof of membership and/or proof of identity where necessary
14. require the accurate transcription of the business transacted
15. require a report of the President
16. require a report of the Executive Secretary which shall include the previous minutes of the last business meeting as a minimum

Section 7

The General Assembly can direct or order the Steering Committee to rescind or amend any prior action of that committee that the General Assembly deems appropriate within the constraints of Chapter law.

Section 8

The General Assembly may suspend the Standing Rules (refer to Chapter V and Chapter VI) and set the desired order of business for a meeting, however it will be bound by the conditions and requirements given below.

Section 9

The conditions and requirements of a Business Meeting are to:

1. exercise the exclusive right to transact DIGNITY/PHILADELPHIA business
2. require as a quorum the presence of fifteen (15) members or more throughout
3. be governed by Robert's Rules of Order
4. require that a recent copy of Robert's Rules of Order be on hand
5. require that a copy of the Constitution and By-Laws be on hand
6. require that a current copy of the membership list be on hand
7. require a parliamentarian versed in the rules of order to advise the Chair
8. require prior announcement of seven (7) days for any business meeting
9. be scheduled by the Steering Committee at least semiannually
10. be convened by the President or other appropriate officer as necessary
11. solicit items for the agenda under "New Business" at least ten (10) days before the date of the meeting
12. require proof of membership and/or proof of identity where necessary
13. require the accurate transcription of the business transacted
14. require a report of the President
15. require a report of the Secretary which will include the minutes of the last business meeting as a minimum

17. require a report of the Treasurer which shall include a current financial statement to be submitted in writing as a minimum
18. require a report of the Steering Committee to be given by the President
19. require a report of all Standing Committees to be given by their coordinators
20. require a report of all Ad Hoc Committees when appropriately placed on the agenda
21. require a report of other officers when appropriately placed on the agenda
22. require that the Order of Business in the Standing Rules be followed
23. require that any action which shall suspend the Order of Business given in the Standing Rules shall set forth the amended Order of Business
24. require all motions passed by the membership be reported in the next issue of the newsletter

CHAPTER V COMMUNITY MEETINGS

Section 1

A community meeting shall be defined as any General Assembly of the membership under the direct or cooperative sponsorship of DIGNITY/PHILADELPHIA for purposes other than the transaction of business.

Section 2

The conditions and requirements which shall competently govern a community meeting are as follows: A Community Meeting shall...

1. transact NO business by definition as incompetent under law as previously defined
2. be convened upon the call of any competent Committee
3. be announced to the membership in a timely fashion
4. be the responsibility of the convening Committee
5. endorse NO political candidate or slate
6. endorse NO commercial venture or product
7. endorse NO violent social or community action
8. endorse NO condemnation of an individual
9. reflect activities and values consonant with the Position and Purpose of DIGNITY/PHILADELPHIA
10. discriminate against NO person on the basis of sex, sexual orientation, race, religion, color, ancestry, prior condition of citizenship or criminal conviction or of any extraterrestrial origin

16. require a report of the Treasurer which will include a current financial statement to be submitted in writing as a minimum
17. require a report of the Steering Committee to be given by the President
18. require a report of all Standing Committees to be given by their coordinators
19. require a report of all Ad Hoc Committees when on the agenda
20. require a report of other officers when on the agenda
21. require that the Order of Business in the Standing Rules be followed
22. require that any action which suspends the Order of Business will set forth the amended Order of Business
23. require all motions voted upon by the membership be reported in the next issue of the newsletter

CHAPTER VII COMMUNITY MEETINGS

Section 1

A community meeting is any General Assembly of the membership under the direct or collaborative sponsorship of DIGNITY/PHILADELPHIA for purposes other than the transaction of business.

Section 2

A community meeting is governed by the following conditions and requirements and will:

1. transact NO business as previously defined
2. be convened upon the call of any Committee
3. be announced to the membership in a timely fashion
4. be the responsibility of the convening Committee
5. endorse NO political candidate or slate
6. endorse NO commercial venture or product
7. endorse NO violent social or community action
8. endorse NO condemnation of an individual
9. reflect activities and values consonant with the Position and Purpose of DIGNITY/PHILADELPHIA
10. discriminate against NO person on the basis of sex, sexual orientation, gender identification, gender expression, race, religion, color, ancestry, prior condition of citizenship or criminal conviction

CHAPTER VI STANDING RULES FOR ORDER OF BUSINESS (suspendable)

Section 1

The usual Order of Business that shall compel the proceedings of a business meeting unless the General Assembly of the membership shall suspend the same is as follows:

1. Call to Order (possible only in the presence of a quorum)
2. Opening Prayer or Invocation
3. Reading and Approval of previous Minutes
4. Executive Officer Reports (as required)
5. Standing Committee Reports
6. Steering Committee Report
7. Ad Hoc Committee Reports (when appropriate)
8. Old Business (agenda set by previous unfinished business)
9. New Business
10. Adjournment (automatic whenever quorum is not present)
11. Announcements
12. Closing Prayer or Benediction

CHAPTER VII STANDING RULES: SCHEDULED BUSINESS MEETING FAILS TO MEET QUORUM (suspendable)

Section 1

A scheduled Business Meeting which fails to meet a quorum requirement shall immediately, upon the call of the President or other appropriate officer, become a Community Meeting.

Section 2

The Steering Committee in the presence of a quorum of that committee shall then convene and proceed to hear and to give such reports as otherwise shall have been given at a business meeting, and shall further proceed to address the outstanding business at hand in so far as it is competent to do so.

CHAPTER VIII EXECUTIVE OFFICERS

Section 1

The President shall be the Chief Executive Officer of DIGNITY/PHILADELPHIA and shall be competent to direct elected officials in the performance of the respective tasks, duties and responsibilities incumbent upon them in the exercise of their authority as Executive Officers and Coordinators, and as given in the Constitution and By-Laws of DIGNITY/ PHILADELPHIA.

CHAPTER V STANDING RULES FOR ORDER OF BUSINESS (suspendable)

Section 1

The Order of Business, unless suspended by the General Assembly of the membership, is:

1. Call to Order (possible only in the presence of a quorum)
2. Opening Prayer or Invocation
3. Reading and Approval of previous Minutes
4. Executive Officer Reports (as required)
5. Standing Committee Reports
6. Steering Committee Report
7. Ad Hoc Committee Reports (when appropriate)
8. Old Business (agenda set by previous unfinished business)
9. New Business
10. Adjournment (automatic whenever quorum is not present)
11. Announcements
12. Closing Prayer or Benediction

CHAPTER VI STANDING RULES: SCHEDULED BUSINESS MEETING FAILS TO MEET QUORUM

Section 1

A scheduled Business Meeting which fails to meet a quorum will immediately, upon the call of the President or other appropriate officer, become a Community Meeting.

Section 2

The Steering Committee, in the presence of a quorum of the Steering Committee, will convene and proceed with reports that would have been given at the Business Meeting, and may discuss the outstanding business at hand.

CHAPTER VIII EXECUTIVE OFFICERS

Section 1

The President is the Chief Executive Officer of DIGNITY/PHILADELPHIA and will direct elected officials in the performance of their respective tasks, duties and responsibilities as Executive Officers and Coordinators as outlined in the Constitution and By-Laws of DIGNITY/PHILADELPHIA.

Section 2

Where an Executive Officer shall in the absence of the President be required to assume the duties and responsibilities as well as the prerogatives of the President the line of succession shall be: (1) Vice President, (2) Secretary, and (3) Treasurer.

Section 3

An Executive Office or Coordinator shall risk the forfeiture of an elected position by reason of the continued neglect for whatever reason of assigned tasks, duties and responsibilities and where one or more of the following conditions of default shall be met:

1. failure to attend three or more required meetings within a four month period.
2. failure to perform official duties in a reasonable, consistent and responsible manner.
3. failure to perform a competent directive or order given by a competent authority or law in spite of a warning to the contrary.
4. deliberate and willful disobedience and/or abuse of office and of the requirements and provisions of the Constitution and By-Laws; and or
5. forfeiture of membership.

Section 4

The Steering Committee shall vacate an elected office or position where it shall deem by a simple majority of the membership of that committee that one or more of the conditions given above shall have in fact been met. Any vote to vacate an elected office or position shall take immediate effect.

Section 5

The general rights and privileges as well as duties and responsibilities of individual Executive Officers of DIGNITY/PHILADELPHIA shall be as follows:

1. serve as a member of the Steering Committee
2. serve as a member of the Executive Committee
3. attend business meetings of the above committees
4. report regularly to the Steering Committee
5. attend all business meetings of the General Assembly
6. support all community meetings of the membership
7. to give appropriate example as an officer in the fulfillment of duties
8. assume leadership where necessary and appropriate
9. assume responsibility where necessary and appropriate
10. accept competent direction from the President

Section 2

In the absence of the President the line of succession will be: (1) Vice President, (2) Secretary, and (3) Treasurer.

Section 3

An Executive Officer or Coordinator risks the forfeiture of an elected position through continued neglect of assigned tasks, duties and responsibilities and where one or more of the following conditions of default are met:

1. failure to attend three or more required meetings within a four month period
2. failure to perform official duties in a reasonable, consistent and responsible manner
3. failure to perform a directive or order given by an authority or law in spite of a warning to the contrary
4. deliberate and willful disobedience and/or abuse of office and of the requirements and provisions of the Constitution and By-Laws
5. forfeiture of membership

Section 4

The Steering Committee, by a simple majority, may vacate an elected office or position when one or more of the above conditions are met. Any vote to vacate an elected office or position takes immediate effect.

Section 5

The general rights, privileges, duties, and responsibilities of individual Executive Officers of DIGNITY/PHILADELPHIA are to:

1. serve as a member of the Steering Committee
2. serve as a member of the Executive Committee
3. attend business meetings of the above committees
4. report regularly to the Steering Committee
5. attend all business meetings of the General Assembly
6. support all community meetings of the membership
7. be a role model in the fulfillment of duties
8. assume leadership where necessary and appropriate
9. assume responsibility where necessary and appropriate
10. accept direction from the President

11. accept **competent** direction from the Steering Committee
12. accept **competent** direction from the General Assembly
13. report to the General Assembly **of the membership** as required
14. write the newsletter's "Officer's Message" if so desired
15. give announcements on Sundays in due turn
16. hold a key to Dignity **O**ffices
17. acquire a working knowledge of Robert's Rules of Order
18. assist Ad Hoc Committees where required and as necessary
19. place past official records of office in the archives
20. schedule all meetings and events through the **calendar** **s**ecretary.

Section 6 PRESIDENT

The rights **and** privileges **and the** duties and responsibilities **shall be:**

1. **to hold the** Chair and preside at Business Meetings of the General Assembly
2. **to hold the Chair and preside at Business Meetings of** the Steering Committee
3. **to hold the Chair and preside at Business Meetings of** the Executive Committee
4. **to hold the** Chair and **facilitate** Community **m**eetings where appropriate
5. **to** serve as the Speaker for the Steering Committee and the General Assembly
6. **to** assign and/or delegate appropriate tasks to the Executive Officers
7. **to** nominate members **to ad hoc c**ommittee membership **and** positions
8. **to** nominate members **to** vacant officers**ships** and coordinator**ships**
9. **to** serve as the Chapter's vote holder in all DIGNITY/USA voting matters
10. **to** nominate a proxy **who shall** serve as the **chapter** vote holder
11. **to** serve as the general administrative director **and** coordinator
12. **to serve as** chief executive
13. **to** serve as the primary co-signer of all financial records
14. **to** report to the membership **quarterly** at Business Meetings
15. **to** approve all contacts with the media other than usual advertisement
16. **to** speak on behalf of DIGNITY/PHILADELPHIA to the media and in public
17. **to** implement **the competent** transacted business of DIGNITY/PHILADELPHIA

11. accept direction from the Steering Committee
12. accept direction from the General Assembly
13. report to the General Assembly as required
14. write the newsletter's "Officer's Message" if so desired
15. give announcements on Sundays in due turn
16. hold a key to Dignity offices
17. acquire a working knowledge of Robert's Rules of Order
18. assist Ad Hoc Committees where required and as necessary
19. place past official records of office in the archives
20. schedule all meetings and events through the Secretary

Section 6 PRESIDENT

The rights, privileges, duties, and responsibilities of the President are to:

1. be Chair and preside at Business Meetings of the General Assembly, the Steering Committee and the Executive Committee
2. be Chair and preside at Community Meetings where appropriate
3. serve as the Speaker for the Steering Committee and the General Assembly
4. assign and/or delegate appropriate tasks to the Executive Officers
5. nominate to the Steering Committee members for Ad Hoc Committee memberships and positions
6. nominate to the Steering Committee members for vacant officer and coordinator positions
7. serve as the Chapter vote holder in all DIGNITY/USA voting matters
8. nominate a proxy to serve as the Chapter vote holder
9. serve as the general administrative director, coordinator and chief executive
10. serve as the primary co-signer of all financial records
11. report to the membership at Business Meetings at least semiannually
12. approve all contacts with the media other than usual advertisement
13. speak on behalf of DIGNITY/PHILADELPHIA to the media and in public
14. implement the transacted business of DIGNITY/PHILADELPHIA

18. to serve as the Speaker for the Steering Committee
19. to serve as the Speaker for the General Assembly
20. to articulate as Speaker policy statements that reflect transacted business
21. to authorize and initiate contact with the Chancery Office where appropriate
22. to announce scheduled Business Meetings of the membership
23. to announce the scheduled Community Meetings, activities or events
24. to call Business Meetings of the Executive Committee where appropriate
25. to monitor the performance of Executive Officers, Coordinators, and Chairpersons
26. to authorize occasional expenditures not to exceed a limit annually set by the Steering Committee
27. to request the resignation of deficient officials upon proper resolution
28. to serve as an ex-officio member of all Standing Committees
29. to serve as an associate member (non-voting) of all Ad Hoc Committees
30. to serve as Master of Ceremonies where appropriate
31. to sign all official reports, documents, invitations and appreciations
32. to assist as a prerogative in the performance of the tasks, duties and responsibilities of the Executive Officers, Coordinators and Chairpersons
33. to perform such duties and functions as custom, the Constitution, the By-Laws, the Steering Committee or General Assembly shall direct.

Section 7 VICE PRESIDENT

The rights and privileges and the duties and responsibilities shall be:

1. to hold the Chair and preside at Business Meetings of the Steering Committee and the General Assembly in the absence of the President
2. to assist first the President and thereafter the Executive Officers in the performance of their respective tasks, duties and responsibilities
3. to assume all prerogatives, duties and responsibilities of the President where the President shall not be present
4. to sign all official reports appropriate to the office
5. to serve as the President's official representative and when so designated to exercise the prerogatives, duties and responsibilities of the President
6. to serve as the President's personal representative where appropriate
7. to exercise the corporate responsibility in matters regarding safety

15. articulate as Speaker policy statements that reflect transacted business
16. authorize and initiate contact with the Chancery Office where appropriate
17. announce scheduled Business Meetings of the General Assembly
18. announce scheduled Community Meetings, activities or events
19. call Business Meetings of the Executive Committee where appropriate
20. monitor the performance of Executive Officers, Coordinators and Chairpersons
21. authorize occasional expenditures not to exceed a limit annually set by the Steering Committee
22. request the resignation of deficient Executive Officers, Coordinators and Chairpersons according to established procedures
23. serve as an ex-officio member of all Standing Committees
24. serve as an associate member (non-voting) of all Ad Hoc Committees
25. serve as Master of Ceremonies where appropriate
26. sign all official reports, documents and invitations
27. assist as necessary in the performance of the tasks, duties and responsibilities of the Executive Officers, Coordinators and Chairpersons
28. perform duties and functions as tradition or custom, the Constitution, the By-Laws, the Steering Committee or General Assembly may direct

Section 7 VICE PRESIDENT

The rights, privileges, duties, and responsibilities of the Vice President are to:

1. be Chair and preside at Business Meetings of the General Assembly, the Steering Committee and the Executive Committee in the absence of the President
2. assist first the President and thereafter the Executive Officers in the performance of their respective tasks, duties and responsibilities
3. assume all duties and responsibilities of the President when the President is not present
4. sign all official reports appropriate to the office
5. serve as the President's official representative and when so designated exercise the duties and responsibilities of the President
6. serve as the President's personal representative where appropriate
7. exercise primary responsibility in matters regarding safety

8. to direct and administer all business regarding membership
9. to hold the Chair and preside at meetings of any Ad Hoc Membership Committee
10. to provide new members with a current copy of the Constitution and By-Laws
11. to serve as the troubleshooter and/or as agent of inquiry and investigation for the Steering Committee and the General Assembly
12. to hold the Chair and preside at meetings of any ad hoc committee of inquiry or investigation
13. to provide information and orientation to prospective members as appropriate
14. to serve as the Chapter's vote holder in all DIGNITY/USA voting matters
15. to nominate a proxy who shall serve as the chapter vote holder
16. to perform such duties and functions as custom, the Constitution, the By-Laws, the Steering Committee or the General Assembly shall direct.

Section 8 SECRETARY

The rights and privileges and the duties and responsibilities shall be:

1. to serve as the principal business officer and as registered corporate agent for DIGNITY/PHILADELPHIA
2. to transcribe the minutes of all Business Meetings and of Business Meetings of the Steering Committee
3. to submit accurate minutes for approval by the same within thirty (30) days
4. to distribute a copy of the minutes to all members of the Steering Committee
5. to sign all official reports, documents, correspondence, and others as required
6. to sign all official minutes verifying their accuracy prior to any approval
7. to fulfill the duties of clerk as prescribed by the Rules of Order
8. to examine the general records of all committees once yearly as required and immediately upon the dissolution of any committee
9. to examine the general records of all officers during the quarter prior to the end of their tenure or as required

8. direct and administer all business regarding membership
9. maintain a current and accurate mailing list
10. guarantee the responsible use of the official mailing list and distribute as directed by the Steering Committee
11. make available for use during business meetings of the Steering Committee and the General Assembly a current copy of the membership list
12. be Chair and preside at meetings of any Ad Hoc Membership Committee
13. provide new members with a current copy of the Constitution and By-Laws
14. serve as troubleshooter and agent of inquiry and investigation for the Steering Committee and the General Assembly
15. be Chair and preside at meetings of any ad hoc committee of inquiry or investigation
16. provide information and orientation to prospective members as appropriate
17. serve as the Chapter vote holder in all DIGNITY/USA voting matters
18. nominate a proxy to serve as the Chapter vote holder
19. perform duties and functions as tradition or custom, the Constitution, the By-Laws, the Steering Committee or General Assembly may direct

Section 8 SECRETARY

The rights, privileges, duties, and responsibilities of the Secretary are to:

1. serve as the principal business officer and as registered corporate agent for DIGNITY/PHILADELPHIA
2. transcribe the minutes of all Steering Committee Meetings and submit accurate minutes within thirty (30) days for approval at the next meeting
3. transcribe the minutes of all Business Meetings and submit accurate minutes for approval at the next meeting
4. sign all official minutes verifying their accuracy prior to any approval
5. distribute a copy of the minutes to all members of the Steering Committee
6. sign all official reports, correspondence and other documents as required
7. fulfill the duties of clerk as prescribed by Robert's Rules of Order
8. examine the general records of all committees annually or as required and immediately upon the dissolution of any committee
9. examine the general records of all officers during the quarter prior to the end of their tenure or as required

10. to maintain a continuing file of all minutes during tenure
 11. to maintain a continuing file of all correspondence during tenure
 12. to recommend appropriate and timely action of all official correspondence
 13. to recommend general business practices and procedures for efficacious operation
 14. to read aloud the minutes and other official reports where required or necessary
 15. to prepare, record, submit and file in a timely manner all official correspondence of DIGNITY/PHILADELPHIA, Inc.
 16. to review and appropriately distribute all mail
 17. to distribute all specific addressee mail as directed
 18. to initiate follow-up inquiries of officials to assure prompt reply and/or acknowledgment of correspondence where appropriate
 19. to guarantee the responsible use of the official mailing list
 20. to maintain a current and accurate mailing list
 21. to assist the President and the Treasurer in the performance of their duties
 22. to perform such duties and functions as custom, the Constitution, the By-Laws, the Steering Committee or the General Assembly shall direct [See 38]
 23. to research and compile a Policy File that shall include the listing of current standing policies, practices, precedents, and procedures enacted at business meetings of the Steering Committee or the General Assembly
 24. to enter all newly enacted and appropriate business in the Policy File
 25. to gather and collect all such materials as shall be appropriate for the official Archives of DIGNITY/PHILADELPHIA
 26. to file and maintain the Archives in a safe and secure place
 27. to serve as the custodial of all locks and keys and to log the possession thereof
 28. to serve as the custodian of all DIGNITY/PHILADELPHIA property
 29. to maintain an accurate continuing inventory of DIGNITY/PHILADELPHIA property [See 36.]
 30. to oversee the performance of all services contracted for by DIGNITY/PHILADELPHIA
 31. to keep an accurate calendar for all official meetings, activities and events
 32. to schedule the use of Dignity Offices as Calendar Secretary
 33. to insure the appropriate use of Dignity Offices were required or necessary
10. maintain a continuing file of all minutes and official correspondence during tenure in the Dignity office
 11. recommend appropriate and timely action of all official correspondence
 12. recommend general business practices and procedures for effective operation
 13. read aloud the minutes and other official reports where required or necessary
 14. prepare, record, submit, and file in a timely manner all official correspondence of DIGNITY/PHILADELPHIA
 15. review and appropriately distribute all mail
 16. initiate follow-up inquiries of officials to assure prompt reply and/or acknowledgment of correspondence where appropriate
 17. assist the Executive Officers in the performance of their duties
 18. research and compile a Policy File that will include the listing of current standing policies, practices, precedents, and procedures enacted by the Steering Committee or the General Assembly
 19. enter all newly enacted and appropriate business in the Policy File
 20. gather and collect all appropriate materials for the official Archives of DIGNITY/PHILADELPHIA
 21. file and maintain the Archives in a safe and secure place
 22. provide access by members to the Archives upon sufficient notification
 23. serve as the custodian of all locks and keys and keep a log of authorized users
 24. serve as the custodian of all DIGNITY/PHILADELPHIA property
 25. oversee the performance of all services contracted by DIGNITY/PHILADELPHIA
 26. maintain a calendar for all official meetings, activities and events
 27. distribute a copy of the calendar annually to all members of the Steering Committee
 28. schedule the use of Dignity offices and ensure their appropriate use

34. to initiate and complete arrangements for such repairs, deliveries and services as may be required or forthcoming with the assistance of officers as necessary
35. to administer all business with regard to materials and supplies
36. to provide for an adequate inventory of materials and supplies as necessary
37. to provide a continuing inventory of the Constitution, the By-Laws, membership cards, informational brochures and other materials as directed
38. to submit to the newsletter a report of the business of the Steering Committee and the General Assembly
39. to maintain a file in the Archives for the official records of the respective Ad Hoc Committees
40. to report to the General Assembly as required
41. to organize and prepare internal organizational reports where required
42. to sign all official reports appropriate to the office [See 6]
43. to submit an annual Inventory Report to the General Assembly
44. to take inventory once yearly or as required with the assistance of the officers and the members
45. to provide on hand for use during business meetings of the Steering Committee and the General Assembly a second set of official working documents which shall include the Constitution, the By-Laws, Robert's Rules of Order and a current copy of the membership list
46. to provide access to the Archives by members upon proper application [See 22]
47. to hold the Chair and preside at meeting of any Ad Hoc Administrative Committee

Section 10 TREASURER

The rights and privileges and the duties and responsibilities shall be:

1. to execute and administer all duties required by financial institutions with respect to all accounts, records, investments and transactions of business
2. to have knowledge of the fundamental principles of accounting and business law
3. to prepare the annual budget in consultation with the Steering Committee
4. to file all municipal, state and federal tax forms and any other financial information as may be required in an accurate and timely manner
5. to collect and disburse all funds of DIGNITY/PHILADELPHIA in accordance with the standing practices and procedures approved by the Steering Committee
6. to deposit ten percent (10%) of the Sunday collection in the Reserve Fund

29. arrange for repairs, deliveries and services as required
30. order all materials and supplies and maintain an adequate inventory
31. provide a continuing inventory of the Constitution, the By-Laws, informational brochures, and other materials as directed
32. submit to the newsletter a report of the business of the Steering Committee and the General Assembly
33. maintain a file in the Archives for the official records of the Ad Hoc Committees
34. report to the General Assembly as required
35. organize and prepare internal organizational reports where required
36. maintain an accurate continuing inventory of DIGNITY/PHILADELPHIA property and submit an annual inventory report to the General Assembly
37. make available for use during business meetings of the Steering Committee and the General Assembly a copy of official working documents which include the Constitution, the By-Laws and Robert's Rules of Order
38. perform duties and functions as tradition or custom, the Constitution, the By-Laws, the Steering Committee or General Assembly may direct

Section 9 TREASURER

The rights, privileges, duties, and responsibilities of the Treasurer are to:

1. execute and administer all duties required by financial institutions with respect to all accounts, records, investments, and transactions of business
2. have knowledge of the fundamental principles of accounting and business law
3. prepare the annual budget in consultation with the Steering Committee
4. file all municipal, state and federal tax forms, and any other financial information as may be required in an accurate and timely manner
5. collect and disburse all funds of DIGNITY/PHILADELPHIA in accordance with the standing practices and procedures approved by the Steering Committee
6. deposit ten percent (10%) of the Sunday collection in the Reserve Fund as appropriate

7. to recommend and research protected interest or dividend earning financial instruments of saving and investment for consideration by the Steering Committee
 8. to execute appropriate action on all bills received upon direction of the Steering Committee
 9. to execute all deposits and withdrawals of DIGNITY/PHILADELPHIA funds in accordance with the standing practices and procedures approved by the Steering Committee
 10. to negotiate term purchases where approved by the Steering Committee
 11. to solicit the payment of monies due or owed to DIGNITY/PHILADELPHIA with whatever assistance required of the officers and members
 12. to negotiate the satisfactory settlement of all disputed accounts on behalf of DIGNITY/PHILADELPHIA
 13. to cooperate fully with the annual or any Ad Hoc Audit Committee
 14. to comply with the official request of the Ad Hoc Audit Committee
 15. to serve as the principal financial officer and as registered corporate agent and signatory for DIGNITY/PHILADELPHIA
 16. to sign all financial instruments and reports appropriate to the office
 17. to prepare written monthly or quarterly financial statements
 18. to serve as principal examiner and auditor of all committee business financial records
 19. to implement any intraorganizational transfer of funds as directed
 20. to report to the General Assembly quarterly
 21. to urge appropriate, responsible and timely action in all financial matters upon the Steering Committee and the General Assembly
 22. to exercise the corporate responsibility for comparative quality and cost shopping where required or as directed
 23. to recommend, review and research prospective purchases where appropriate
 24. to safeguard both the person of the Treasurer and the funds of DIGNITY/PHILADELPHIA by the exercise of appropriate and deliberate prudence
 25. to request and to require the company of officers and members during any actual carry of monies or similar property of DIGNITY/PHILADELPHIA
 26. to hold the Chair and preside at the meetings of any Ad Hoc Financial Committee
 27. to perform such duties and functions as custom, the Constitution, the By-Laws, the Steering Committee or the General Assembly shall require
7. recommend and research protected interest or dividend earning financial instruments of saving and investment for consideration by the Steering Committee
 8. execute appropriate action on all invoices received upon direction of a member of the Steering Committee
 9. execute all deposits and withdrawals of DIGNITY/PHILADELPHIA funds in accordance with the standing practices and procedures approved by the Steering Committee
 10. negotiate term purchases where approved by the Steering Committee
 11. collect monies due or owed to DIGNITY/PHILADELPHIA with assistance of the officers and members
 12. negotiate the satisfactory settlement of all disputed accounts on behalf of DIGNITY/PHILADELPHIA
 13. cooperate fully with the annual or an Ad Hoc Audit Committee
 14. comply as directed by the Steering Committee with the recommendations of the Ad Hoc Audit Committee
 15. serve as the principal financial officer, registered corporate agent and signatory for DIGNITY/PHILADELPHIA
 16. sign all financial instruments and reports appropriate to the office
 17. prepare written financial statements for Steering Committee meetings and for the General Assembly
 18. serve as principal examiner and auditor of all committee business financial records
 19. implement any intraorganizational transfer of funds as directed
 20. urge appropriate, responsible and timely action in all financial matters upon the Steering Committee and the General Assembly
 21. recommend, review and research prospective purchases where appropriate
 22. safeguard both the person of the Treasurer and the funds of DIGNITY/PHILADELPHIA by the exercise of appropriate and deliberate prudence
 23. have the company of officers or members when carrying money or similar property of DIGNITY/PHILADELPHIA
 24. be Chair and preside at any Ad Hoc Financial Committee meetings
 25. perform duties and functions as tradition or custom, the Constitution, the By-Laws, the Steering Committee or General Assembly may direct

CHAPTER IX COMMITTEES

Section 1

The rights and privileges and duties and responsibilities shall be:

1. to conduct business in the presence of a quorum which shall be a simple majority of the membership of any committee
2. to subject any tentative decisions which may have been the consensus of the membership at a general (that is, other than business) meeting where no quorum shall have been present to the ratification vote of the committee business meeting where a quorum shall be present by definition
3. to abide by the provisions of Chapter law and the standing policies and procedures, practices and precedents and customs of DIGNITY/PHILADELPHIA
4. to maintain a current and accurate membership list
5. to report any changes in the membership list to the Steering Committee
6. to transcribe brief and accurate minutes of all business
7. to assign each member of the committee one vote on the committee
8. to require that a member be present in order to exercise the vote
9. to apply Robert's Rules of Order where practicable
10. to implement competent (that is, lawful) business transactions
11. to report the competent business of the committee to the Steering Committee
12. to apply committee rules uniformly to all members
13. to accept competent (that is, lawful) direction from the Steering Committee
14. to appeal disputes to the Steering Committee who shall resolve them
15. to petition the Steering Committee through the person of the Coordinator or Chair
16. to petition the General Assembly through the person of the Coordinator or Chair
17. to require a competent and timely decision of the Steering Committee
18. to request a budget of the Steering Committee
19. to submit a budget proposal as required
20. to receive a budget upon the approval of the Steering Committee as appropriate
21. to account for all expenditures and revenues earned
22. to authorize expenditures not to exceed budgeted funds
23. to maintain accurate business financial records
24. to set fees or charges for membership or others where required

CHAPTER IX COMMITTEES

Section 1

The rights, privileges, duties, and responsibilities of Committees are to:

1. conduct business in the presence of a quorum with a simple majority of the membership of any committee; any committee not having a quorum shall make only tentative decisions
2. approve any tentative decisions made at any previous meeting where a quorum wasn't present
3. maintain a current and accurate membership list and report any changes in that list to the Steering Committee
4. transcribe brief and accurate minutes of all business
5. assign each member of the committee one vote on the committee
6. require that a member be present in order to exercise the vote
7. follow Robert's Rules of Order
8. implement and report committee activities and business to the Steering Committee
9. apply committee rules uniformly to all members
10. accept direction from the Steering Committee
11. appeal disputes to the Steering Committee for resolution
12. petition the Steering Committee through the Coordinator or Chair
13. require a timely decision of the Steering Committee
14. petition, if needed, the General Assembly through the Coordinator or Chair
15. request a budget of the Steering Committee
16. submit a budget proposal as required
17. receive a budget upon the approval of the Steering Committee
18. account for all expenditures and revenues earned
19. authorize expenditures not to exceed budgeted funds
20. maintain accurate business financial records
21. set fees or charges for committee sponsored activities where required

25. to appoint sub-committees where appropriate and as required
26. to create official committee positions and assign or elect members to them
27. to schedule all use of Dignity Offices through the Calendar Secretary
28. to schedule all general membership events through the Calendar Secretary
29. to deposit all official committee records in the Archives when appropriate
30. to establish committee rules and procedures
31. to inform the membership of meetings, activities and events in a timely manner
32. to send appropriate committee news items to the newsletter editor
33. to welcome all DIGNITY/PHILADELPHIA members to observe committee meetings
34. to comply with the competent requests of officers or other committees
35. to publish appropriate materials if desired and as required
36. to submit for the examiner and the auditor all committee records as required
37. to participate cooperatively in activities of other organizations with the express prior approval of the Steering Committee
38. to perform such duties and functions as custom, the Constitution, the By-Laws, the Steering Committee or the General Assembly shall direct.

CHAPTER X STEERING COMMITTEE

Section 1

The Steering Committee shall be competent to exercise executive, legislative and judicial power as necessary and where required and appropriate on behalf of DIGNITY/PHILADELPHIA unless such action be otherwise provided for by the Constitution, the By-Laws and by questions of organizational law competently resolved by the lawful action of the General Assembly of the membership at a business meeting.

Section 2

The Steering Committee shall be the chief executive committee of DIGNITY/PHILADELPHIA and shall be competent to direct all other committees in performance of the respective tasks, duties and responsibilities incumbent upon them in the exercise of their authority as standing and ad hoc committees, and as given by the Constitution and By-Laws of DIGNITY/PHILADELPHIA.

22. appoint sub-committees where appropriate and as required
23. create official committee positions and assign or elect members to them
24. schedule the use of Dignity offices through the Secretary
25. schedule general membership events through the Secretary
26. deposit all official committee records in the Archives when appropriate
27. establish committee rules and procedures and submit to the Steering Committee
28. inform the membership of meetings, activities and events in a timely manner
29. send appropriate committee news items to the newsletter editor
30. welcome all DIGNITY/PHILADELPHIA members to observe committee meetings
31. respond to requests of officers or other committees
32. publish appropriate materials if necessary
33. submit all committee records as required and cooperate with any audit
34. collaborate in activities of other organizations with the prior approval of the Steering Committee
35. perform duties and functions as tradition or custom, the Constitution, the By-Laws, the Steering Committee or the General Assembly may direct

CHAPTER X STEERING COMMITTEE

Section 1

The Steering Committee will exercise executive, legislative and judicial power as necessary, required and appropriate on behalf of DIGNITY/PHILADELPHIA unless otherwise provided by the Constitution, the By-Laws and as the General Assembly may direct.

Section 2

The Steering Committee is the chief executive committee of DIGNITY/PHILADELPHIA and directs all other committees in performance of their respective tasks, duties and responsibilities as standing and ad hoc committees as provided by the Constitution and By-Laws.

Section 3

The Steering Committee shall be responsible to such questions and inquiry as the General Assembly of the membership may competently direct, and it shall respond to the same in a timely manner with whatever information, demonstration (that, is data) and explication as shall provide a rationale for such course of operations and business as it shall steer, or as it shall have steered for and with DIGNITY/PHILADELPHIA.

Section 4

The President shall be the Speaker for the Steering Committee and shall be competent to articulate the policies as well as to implement the action that shall be voted as the lawful and proper business of that committee.

Section 5

The Steering Committee shall have exclusive jurisdiction of all questions that may address the competent interpretation of the Constitution and the By-Laws, and it shall have original jurisdiction of all questions of dispute and of appeal which may come to arise within the life and operations of DIGNITY/PHILADELPHIA.

Section 6

The Steering Committee shall require the lawful as well as the competent performance of, and at the same time shall be competent to, censure, reprimand and sanction officers, officials, committees and members who shall be in default of the respective tasks, duties and responsibilities incumbent upon them in the exercise of their authority as given by the Constitution, the By-Laws, the Steering Committee or the General Assembly.

Section 7

The Steering Committee shall have the right to appeal a competent action of the General Assembly to the same General Assembly convened upon another occasion for a scheduled business meeting. Any such appeal shall take the form of introducing and debating again the original question from which came to competent action which gives rise to this appeal.

Section 8

A member of the Steering Committee shall forfeit an elected office or position where this committee shall vacate the same in accordance with the provisions given by Chapter VIII, Section 3 of these By-Laws.

Section 3

The Steering Committee is responsible to answer questions raised by the General Assembly and to respond in a timely manner.

Section 4

The President is the Speaker for the Steering Committee and articulates and implements motions that are voted upon and approved by the Steering Committee.

Section 5

The Steering Committee has jurisdiction concerning the interpretation of the Constitution and the By-Laws, disputes and appeals that arise within the operations of DIGNITY/PHILADELPHIA.

Section 6

The Steering Committee requires appropriate performance and censures, reprimands and sanctions officers, committees and members who fail to perform their respective tasks, duties and responsibilities as authorized by the Constitution, the By-Laws, the Steering Committee or the General Assembly.

Section 7

The Steering Committee may appeal an action of the General Assembly at a subsequent scheduled business meeting by re-introducing the original question.

Section 8

A member of the Steering Committee forfeits membership in the Steering Committee when removed from their position as provided in Chapter VIII, Section 3 of the By-Laws.

Section 9

The general rights and privileges as well as duties and responsibilities of individual Steering Committee Members of DIGNITY/PHILADELPHIA shall be as follows:

1. to obey, preserve and protect the Constitution and By-Laws of DIGNITY/PHILADELPHIA
2. to obey the provisions of the Articles of Incorporation granted to DIGNITY/PHILADELPHIA by the Commonwealth of Pennsylvania
3. to serve as a member of the Board of Directors of DIGNITY/PHILADELPHIA, Inc.
4. to know the Constitution, the By-Laws and the Articles of Incorporation of DIGNITY/PHILADELPHIA, Inc.
5. to execute the rights and privileges and the duties and responsibilities of elected office and/or position in a competent, lawful and faithful manner
6. to guarantee and protect the rights of members and of the membership
7. to advance the purpose, mission and intent of DIGNITY/PHILADELPHIA
8. to articulate privately the positions, concerns and issues of DIGNITY/PHILADELPHIA
9. to safeguard and protect the legal rights and community property of DIGNITY/PHILADELPHIA
10. to participate responsibly in the Gay/Lesbian/Bisexual/Transgendered Community in behalf of DIGNITY/PHILADELPHIA
11. to collaborate with the membership of the Steering Committee in a responsible manner to plan, to organize, to coordinate, to budget, to report and to conduct the general operations of DIGNITY/PHILADELPHIA
12. to implement the competent business transactions of the Steering Committee and the General Assembly
13. to remove deficient officers and/or coordinators in accordance with the competent provisions of the By-Laws and of the Constitution

Section 10

The rights and privileges and the duties and responsibilities shall be:

1. to guarantee the integrity of the Constitution, the By-Laws and the Articles of Incorporation of DIGNITY/PHILADELPHIA
2. to exercise in a competent manner the rights and privileges and the duties and responsibilities granted this committee by the Constitution, the By-Laws and the Articles of Incorporation of DIGNITY/PHILADELPHIA

Section 9

The general rights, privileges, duties, and responsibilities of individual Steering Committee Members of DIGNITY/PHILADELPHIA are to:

1. obey, preserve and protect the Constitution and By-Laws of DIGNITY/PHILADELPHIA
2. conscientiously obey the provisions of the Articles of Incorporation granted to DIGNITY/PHILADELPHIA by the Commonwealth of Pennsylvania
3. serve as a member of the Board of Directors of DIGNITY/PHILADELPHIA
4. know the Constitution, the By-Laws and the Articles of Incorporation of DIGNITY/PHILADELPHIA
5. execute the rights, privileges, duties, and responsibilities of an elected officer or coordinator
6. guarantee and protect the rights of members and of the membership
7. advance the purpose, mission and intent of DIGNITY/PHILADELPHIA
8. uphold and preserve any privacy matters within DIGNITY/PHILADELPHIA
9. safeguard and protect the legal rights and community property of DIGNITY/PHILADELPHIA
10. participate responsibly in the Gay/Lesbian/Bisexual/Transgender community on behalf of DIGNITY/PHILADELPHIA
11. collaborate with the other members of the Steering Committee to plan, organize, coordinate, budget, report, and conduct the general operations of DIGNITY/PHILADELPHIA
12. implement the business of the Steering Committee and the General Assembly
13. remove deficient officers and coordinators in accordance with the Constitution and By-Laws

Section 10

The rights, privileges, duties, and responsibilities of the Steering Committee are to:

1. guarantee the integrity of the Constitution, the By-Laws and the Articles of Incorporation of DIGNITY/PHILADELPHIA
2. exercise these rights, privileges, duties, and responsibilities granted to the Steering Committee by the Constitution, the By-Laws and the Articles of Incorporation of DIGNITY/PHILADELPHIA

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| <p>3. to initiate such action as shall be appropriate to the enforcement of the above rights and privileges and duties and responsibilities incumbent upon this committee under organizational law</p> <p>4. to require the lawful and competent performance of officers, officials, committees and members in the exercise of their authority as prescribed under organizational law</p> <p>5. to vacate an elected office or position where the conditions prescribed are met in accordance with the provisions given under organizational law</p> <p>6. to enhance the commitment of the members and of the membership to uphold the integrity of organizational law for their mutual advantage and benefit</p> <p>7. to steer and to chart the course of DIGNITY/PHILADELPHIA</p> <p>8. to manage the business and affairs of DIGNITY/PHILADELPHIA subject to the direction of the General Assembly of the membership</p> <p>9. to implement the lawful and competent decisions of the General Assembly</p> <p>10. to adjudicate all questions of dispute and appeal as required</p> <p>11. to set policies, practices, procedures and precedents for DIGNITY/PHILADELPHIA</p> <p>12. to protect the legal rights of DIGNITY/PHILADELPHIA as a corporate entity</p> <p>13. to pursue where practicable the prosecution of wrongdoing against DIGNITY/PHILADELPHIA by any persons whatsoever</p> <p>14. to authorize and empower standing committees and ad hoc committees</p> <p>15. to formulate the purpose and objectives of authorized committees</p> <p>16. to censure, reprimand and sanction officials, committees and members where required and/or appropriate</p> <p>17. to safeguard and protect the public image, reputation and property of DIGNITY/PHILADELPHIA</p> <p>18. to appoint temporary or interim officers and coordinators</p> <p>19. to appoint members to ad hoc committees and assign any positions</p> <p>20. to approve the annual budget within sixty (60) days of the inauguration of new officers</p> <p>21. to authorize all expenditures not previously approved in the budget in excess of the President's annual discretionary-spending limit</p> <p>22. to provide for the annual audit of all financial accounts by competent members</p> <p>23. to invest the funds of DIGNITY/PHILADELPHIA in protected and earning accounts</p> <p>24. to provide for the safe transport and deposit of all monies</p> | <p>3. initiate action necessary to enforce the above rights, privileges, duties, and responsibilities</p> <p>4. require appropriate performance of officers, committees and members</p> <p>5. vacate an elected office or position according to the Constitution and By-Laws</p> <p>6. encourage the members and the membership to uphold the integrity of the Constitution and By-Laws</p> <p>7. guide and direct the path and progress of DIGNITY/PHILADELPHIA</p> <p>8. manage the business and affairs of DIGNITY/PHILADELPHIA at the direction of the General Assembly</p> <p>9. implement decisions of the General Assembly</p> <p>10. adjudicate all questions of dispute and appeal as required</p> <p>11. set policies, practices, procedures, and precedents for DIGNITY/PHILADELPHIA</p> <p>12. protect the legal rights of DIGNITY/PHILADELPHIA as a corporate entity</p> <p>13. pursue the prosecution of wrongdoing against DIGNITY/PHILADELPHIA</p> <p>14. authorize and empower standing committees and ad hoc committees according to Chapter XII and Chapter XIII</p> <p>15. establish the purpose and objectives of committees</p> <p>16. censure, reprimand and sanction officers, committees and members when necessary</p> <p>17. safeguard and protect the public image, reputation and property of DIGNITY/PHILADELPHIA</p> <p>18. appoint temporary or interim officers and coordinators</p> <p>19. appoint members to ad hoc committees and assign any positions</p> <p>20. approve the annual budget within thirty (30) days of the expiration of the previous budget</p> <p>21. authorize all expenditures not previously approved in the budget</p> <p>22. ensure that the annual audit of all financial accounts is completed by an Ad Hoc Audit Committee</p> <p>23. approve the investment of funds as recommended by the Treasurer</p> <p>24. provide for the safe transport and deposit of all monies</p> |
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| 25. to authorize intraorganizational transfer of funds | 25. authorize intraorganizational transfer of funds |
| 26. to authorize the signatories of all financial instruments | 26. authorize the signatories of all financial instruments |
| 27. to authorize and establish all organizational accounts at financial institutions | 27. authorize and establish all organizational accounts at financial institutions |
| 28. to purchase sufficient insurance against liability and loss of property | 28. authorize the purchase of sufficient insurance against liability and loss of property |
| 29. to balance the budget | 29. balance the budget |
| 30. to provide for the bonding of members who handle monies where appropriate | 30. provide for the bonding of members who handle monies as necessary |
| 31. to foster and to promote the growth of the Reserve Fund | 31. deposit at least ten percent (10%) of the Sunday collection in the Reserve Fund |
| 32. to deposit at least ten percent (10%) of the Sunday collection in the Reserve Fund | 32. promote the growth of the Reserve Fund as necessary |
| 33. to petition the General Assembly for any withdrawals of the Reserve Fund | 33. petition the General Assembly for any withdrawals of the Reserve Fund |
| 34. to celebrate appropriate occasions in the life of DIGNITY/PHILADELPHIA | 34. celebrate appropriate occasions in the life of DIGNITY/PHILADELPHIA |
| 35. to purchase property, equipment and supplies as necessary and where appropriate | 35. authorize the purchase of property, equipment and supplies as necessary |
| 36. to contribute to the financial support of other Chapters where appropriate | 36. contribute to the financial support of other Chapters where appropriate |
| 37. to contribute to the financial support of worthy organizations and institutions which provide service and/or benefit to the Gay/Lesbian/Bisexual/Transgendered Community | 37. contribute to the financial support of worthy organizations and institutions which provide service and/or benefit to the Gay/Lesbian/Bisexual/Transgender community |
| 38. to provide for the safety of all members and others who attend meetings and events sponsored by DIGNITY/PHILADELPHIA | 38. provide for the safety of all members and others who attend liturgy, meetings and events sponsored by DIGNITY/PHILADELPHIA |
| 39. to regularly report the business transacted via the newsletter and other publications | 39. regularly report the business transacted via the newsletter and other media |
| 40. to authorize all DIGNITY/PHILADELPHIA publications other than publications incidental to committee activities and events | 40. authorize all DIGNITY/PHILADELPHIA publications as necessary |
| 41. to secure the lawful rights of any committee | 41. protect the rights, privileges, duties, and responsibilities of any committee |
| 42. to request the resignation of deficient elected officers and coordinators | 42. request the resignation of deficient elected officers and coordinators |
| 43. to secure and protect the Archives of DIGNITY/PHILADELPHIA | 43. ensure the preservation of the Archives of DIGNITY/PHILADELPHIA |
| 44. to appoint as parliamentarian members with a working knowledge of Robert's Rules of Order | 44. appoint a member with a working knowledge of Robert's Rules of Order as parliamentarian |
| 45. to initiate such action as shall be appropriate to enforcement of law [Delete] | 45. cooperate with other Chapters where appropriate |
| 46. to foster cooperation with other DIGNITY/USA member Chapters and Regions | 46. cooperate in the life of DIGNITY/USA |
| 47. to participate as a responsible member Chapter in the life of DIGNITY/USA | |
| 48. to approve any proxy who shall serve as a chapter vote holder to DIGNITY/USA | 47. approve any proxy to serve as a Chapter vote holder to DIGNITY/USA |
| 49. to perform such duties, voting matters and functions as custom, the Constitution, the By-Laws or the General Assembly shall direct | 48. perform duties, voting matters and functions as tradition or custom, the Constitution, the By-Laws or the General Assembly may direct |

CHAPTER XI EXECUTIVE COMMITTEE

Section 1

The Executive Committee shall be competent to act where the Steering Committee shall be absent and under any of the following emergency criteria:

- 1) where it shall be the case that the business at hand shall be both of such gravity and urgency as to clearly warrant expeditious action;
- 2) where some situation may arise which shall fall beyond the purview of existing organizational law, custom or precedent and where such situation shall clearly warrant timely action;
- 3) where some necessary and/or required and competent action of the Steering Committee shall inadvertently or deliberately fail to be forthcoming as such situation shall require and where some imminent and consequent violation of existing organizational law, custom or precedent shall clearly warrant appropriate action.

Section 2

The Executive Committee where properly convened by the President or other competent officer and in the presence of a quorum shall move as the first order of business the question that the matter at hand does in fact meet at least one of the emergency criteria stated above before it shall move any question or action whatsoever.

Section 3

The Executive Committee shall be competent to exercise the option where prudence or necessity demand to move the question of executive session which if it be passed shall exclude the presence of persons other than members of this committee, and such question if it be moved shall be the second order of business.

Section 4

The presiding officer of each occasion whereby the Executive Committee shall have been convened shall report upon the first opportunity to the Steering Committee and thereafter to the membership where appropriate the matter of that occasion, and shall also report whatever action may have been taken by that committee on that occasion.

CHAPTER XI EXECUTIVE COMMITTEE

Section 1

The Executive Committee will act when the Steering Committee is absent and under any of the following emergency criteria when:

1. the business at hand warrants expeditious action
2. a situation is beyond existing organizational law, custom or precedent and timely action is required
3. a violation of existing organizational law, custom or precedent fails to be addressed by the Steering Committee in a timely fashion

Section 2

The Executive Committee as convened by the President or other officer and in the presence of a quorum will move as the first order of business that the question at hand meets at least one of the emergency criteria stated above.

Section 3

The Executive Committee will move the question of executive session, members only, and this will be the second order of business.

Section 4

The presiding officer at each occasion when the Executive Committee has convened will report to the Steering Committee and to the membership if appropriate.

Section 5

The Executive Committee and the Steering Committee are equal in power and authority. Thereby, the action of one may not contravene the action of the other and where any dispute may arise between the two it shall be appealed to and adjudicated by the General Assembly.

CHAPTER XII STANDING COMMITTEES

Section 1

The Steering Committee shall have the authority to authorize and create, and to charge and empower such continuing committees as the general needs, desires and concerns of the membership may require; such committees shall be called Standing Committees and shall continue in service to the membership and the organization until otherwise discharged or dissolved by the Steering Committee.

Section 2

A Standing Committee shall hold one vote on the Steering Committee. The Standing Committee Coordinators shall each commonly represent as well as exercise the vote of their respective committee on the Steering Committee.

Section 3

A Standing Committee shall be chaired by a Coordinator who shall hold membership in DIGNITY/PHILADELPHIA, and who shall be elected by a majority vote of the members of the committee.

Section 4

A Standing Committee shall determine its own qualifications and/or conditions for membership with the approval of the Steering Committee and which shall be uniformly applied to all applicants for membership.

Section 5

An individual holding membership on a Standing Committee may vote in all elections and on all questions of business of that committee without regard to, or the need for, holding membership in DIGNITY/PHILADELPHIA.

Section 6

The election of Standing Committee Coordinators shall occur on the first regularly scheduled committee meeting in the presence of a quorum following the election of Executive Officers or as the Steering Committee may direct.

Section 5

The Executive Committee and the Steering Committee are equal in power and authority and when any dispute arises between the two it will be appealed to and adjudicated by the General Assembly.

CHAPTER XII STANDING COMMITTEES

Section 1

The Steering Committee has the authority to authorize, create and empower Standing Committees as the membership may require. These committees will continue in service to the membership and the organization until dissolved by the Steering Committee.

Section 2

A Standing Committee has one vote on the Steering Committee. The Coordinator of each Standing Committee will represent and exercise the vote of their respective committee on the Steering Committee.

Section 3

A Standing Committee will be chaired by a Coordinator who holds membership in DIGNITY/PHILADELPHIA, and who is elected by a majority vote of the members of the committee.

Section 4

A Standing Committee will determine its own qualifications for membership with the approval of the Steering Committee and will uniformly apply them to all applicants for membership.

Section 5

A member of a Standing Committee may vote in all elections and on all business of that committee regardless of membership in DIGNITY/PHILADELPHIA.

Section 6

The election of Standing Committee Coordinators will occur on the first regularly scheduled committee meeting in the presence of a quorum following the election of Executive Officers or as the Steering Committee may direct.

Section 7

A Standing Committee through the person of the Coordinator shall be accountable to the Steering Committee and the membership, and shall enjoy the rights and privileges and the duties and responsibilities as follow:

1. to vote as a member of the Steering Committee
2. to representation at all Steering Committee meetings
3. to designate a proxy who shall be both a DIGNITY/PHILADELPHIA member and a member of the committee
4. to notify the Steering Committee of any proxy designee
5. to hold coordinator elections where appropriate or as required
6. to be continued in existence by the Steering Committee
7. to have appointed an interim or temporary Coordinator where appropriate
8. to define and assign other committee positions
9. to send representatives to DIGNITY/USA conferences where appropriate or requested
10. to set fees or charges for committee events or services
11. to meet at Dignity Offices as a matter of right and choice
12. to hold regularly scheduled monthly meetings
13. to recruit and develop new members
14. to select, plan and implement appropriate committee events and activities
15. to participate actively in the life of DIGNITY/PHILADELPHIA
16. to report at all meetings of the Steering Committee
17. to report at all meetings of the General Assembly
18. to petition the membership at business meetings
19. to participate in occasional interorganizational activities with the express prior approval of the Steering Committee
20. to dismiss from membership and/or position a deficient member

Section 8

The Standing Committees of DIGNITY/PHILADELPHIA shall be responsible for addressing as follows their respective areas of responsibility:

1. Liturgy Committee: to plan prepare and provide Eucharistic liturgies on Sundays and holydays of obligation, and upon such occasions as the sentiment and desire of the membership and our friends may require. The liturgies shall provide where practicable music and singing, a printed order of Mass and a competent celebrant or leader to officiate;

Section 7

A Standing Committee through the Coordinator will be accountable to the Steering Committee and the membership, and will have the rights, privileges, duties, and responsibilities as follow:

1. vote as a member of the Steering Committee
2. be represented at all Steering Committee meetings
3. designate a proxy who is both a DIGNITY/PHILADELPHIA member and a member of the committee
4. notify the Steering Committee of any proxy designee
5. hold coordinator elections as required
6. appoint an interim or temporary Coordinator where appropriate
7. define and assign other committee positions
8. send representatives to DIGNITY/USA conferences where appropriate or requested
9. set fees for committee events
10. meet at the Dignity offices as a matter of right and choice
11. hold regularly scheduled monthly meetings
12. recruit and develop new members
13. select, plan and implement appropriate committee events and activities
14. participate actively in the life of DIGNITY/PHILADELPHIA
15. report at all meetings of the Steering Committee
16. report at all meetings of the General Assembly
17. petition the membership at business meetings
18. participate in occasional interorganizational activities with the express prior approval of the Steering Committee
19. dismiss from membership and/or position through due process a deficient member

Section 8

The Standing Committees of DIGNITY/PHILADELPHIA will be responsible for the following:

1. Liturgy Committee: plan, prepare and provide Eucharistic Liturgies on Sundays and Holy Days of Obligation, and upon occasions as the membership and our friends may require. The liturgies will provide where possible, music and singing, a printed order of Mass and a celebrant or leader to officiate.

2. Community Life Committee: to plan and implement the development of such community activities and programs as shall foster and support the continuing growth of the communal and spiritual life and of the moral and ethical consciousness of the membership and our friends;
3. Education Committee: to plan and implement the development of such education and informational activities and programs as shall contribute to the personal growth in knowledge, skills, abilities and interest of the membership and our friends, and of the Gay/Lesbian/Bisexual/Transgendered Community at large where appropriate;
4. Newsletter Committee: to plan and implement the publication of a regular monthly newsletter as shall provide a medium for the continuing communication of DIGNITY/PHILADELPHIA news, events, information and announcements to the membership and our friends.

CHAPTER XIII AD HOC COMMITTEES

Section 1

The Steering Committee shall appoint members of DIGNITY/PHILADELPHIA both to membership and to positions on such Ad Hoc Committees as shall be required by the Constitution, the By-Laws and the Steering Committee provided that such members as are appointed shall not be at the same time members of the Steering Committee.

Section 2

The President shall place in nomination before the Steering Committee the names of candidates for committee membership and for appropriate positions, and with the advice and consent of the Steering Committee such members shall be thereby appointed to an Ad Hoc Committee.

Section 3

The Steering Committee shall have the authority to authorize and create, and to charge and empower such occasional committees as the needs, desires and concerns of the membership may require, and such committees shall be called Ad Hoc Committees and shall remain in service to the membership and the organization until their stated purpose has been met but not longer than a period of six (6) months without a continuing resolution of the Steering Committee.

2. Community Life Committee: plan, prepare and provide community activities and programs which foster and support the growth of the community, spiritual life and the moral and ethical consciousness of the membership and our friends.
3. Education Committee: plan, prepare and provide educational and informational activities which contribute to the personal growth of the membership and our friends, and of the Gay/Lesbian/Bisexual/Transgender community.
4. Communications Committee: plan, prepare and publish a regular monthly newsletter and continuing communication of DIGNITY/PHILADELPHIA news, events, information, and announcements to the membership and our friends.

CHAPTER XIII AD HOC COMMITTEES

Section 1

The Steering Committee has the authority to authorize, create and empower Ad Hoc Committees as the membership may require. These committees will continue in service to the membership and the organization until their stated purpose has been met but not longer than a period of six (6) months without a continuing resolution of the Steering Committee.

Section 2

The Steering Committee will appoint members of DIGNITY/PHILADELPHIA to membership and to positions on Ad Hoc Committees.

Section 3

The President will place in nomination before the Steering Committee the names of candidates to committee membership and to positions for approval by the Steering Committee.

Section 4

The Steering Committee shall establish whatever qualifications and/or conditions it may require in addition to the above for an appointment to an Ad Hoc Committee.

Section 5

A member of an Ad Hoc Committee shall participate in all required or elected committee operations and/or certifications, and shall vote in committee elections and on all questions of business as a continuing condition of membership. Persons other than members may associate themselves with the committee's purpose and objectives and participate in the ongoing meetings and activities of that committee; however, they may not vote in elections or on direct questions of committee business. In the latter case such persons shall have associate (non-voting) membership and may vote and hold positions in sub-committees where appropriate.

Section 6

The Steering Committee shall establish, unless otherwise provided for, and approve such policies and procedures as shall govern the activities of an Ad Hoc Committee either prior to or immediately following the first working session of that committee.

Section 7

The annual and/or occasional Ad Hoc Committees of DIGNITY/PHILADELPHIA shall be responsible for addressing the following areas of responsibility:

- 1) Elections Committee: duties prescribed in Article IV of the Constitution;
- 2) Recall Committee: duties prescribed in Article VI of the Constitution;
- 3) Constitution Committee: duties prescribed in Article VIII of the Constitution;
- 4) Chapter Service Awards Committee: to bestow recognition and to express appreciation on behalf of the Chapter to such members as have distinguished themselves through their service to DIGNITY/PHILADELPHIA;
- 5) Community Service Awards Committee: to bestow recognition and to express appreciation on behalf of DIGNITY/PHILADELPHIA to such individuals and/or organizations as have distinguished themselves through their service to the Gay/Lesbian/Bisexual/Transgendered Community at large.

Section 4

The Steering Committee will establish whatever qualifications and/or conditions it may require in addition to the above for an appointment to an Ad Hoc Committee.

Section 5

A member of an Ad Hoc Committee must participate in all required committee operations and/or certifications, and must vote in committee elections and on all committee business as a condition of membership. Non-committee members may be associated with the committee's purpose and objectives, participate in the ongoing meetings and activities of that committee; but may not vote in elections or on committee business. These non-committee members will have associate (non-voting) membership and may vote and hold positions in sub-committees where appropriate.

Section 6

The Steering Committee may establish policies and procedures that govern the activities of an Ad Hoc Committee.

Section 7

Annual and/or occasional Ad Hoc Committees of DIGNITY/PHILADELPHIA will include:

1. Elections Committee: duties prescribed in Article IV of the Constitution
2. Recall Committee: duties prescribed in Article VI of the Constitution
3. Constitution Committee: duties prescribed in Article VIII of the Constitution
4. Chapter Service Awards Committee: bestow recognition and express appreciation on behalf of the Chapter to such members as have distinguished themselves through their service to DIGNITY/PHILADELPHIA
5. Community Service Awards Committee: bestow recognition and express appreciation on behalf of DIGNITY/PHILADELPHIA to such individuals and/or organizations as have distinguished themselves through their service to the Gay/Lesbian/Bisexual/Transgender community at large

6. Michael Durkin Leadership Award Committee: bestow recognition for merit to a woman who is a member of DIGNITY/PHILADELPHIA
7. Audit Committee: audit the accounts and financial records of DIGNITY/PHILADELPHIA according to generally accepted accounting principles and practices and report to the Steering Committee

Section 8

An Ad Hoc Committee through the person of its Chair shall be accountable to the Steering Committee and the membership and shall enjoy the rights and privileges and duties and responsibilities as follow:

1. to appear before the Steering Committee as requested or where required
2. to secure the cooperation and assistance of officers as required
3. to exercise the option to meet at Dignity Offices if desired
4. to meet at such times and places as shall be required or necessary
5. to appear before the General Assembly of the membership
6. to report at business meetings as required
7. to observe prescribed procedures and practices where competence demands
8. to employ the use of associate members who have no voting rights
9. to permit associate members to vote in and as members of sub-committees
10. to require members to also be members of DIGNITY/PHILADELPHIA

CHAPTER XIV CHAPLAINS

Section 1

The Chaplains of DIGNITY/PHILADELPHIA shall minister to the spiritual needs of the community at large. They shall provide spiritual guidance to individuals, couples, groups, committees, to the leadership and to the community as a whole.

Section 2

The Spiritual Life Committee shall be responsible in developing a process confirming the appointment of Chaplains. The process of nomination and appointment shall include the discernment of the community in affirming that candidates shall reflect the spiritual concerns of the community.

Section 8

The rights, privileges, duties, and responsibilities of an Ad Hoc Committee are to:

1. be accountable to the Steering Committee and the membership through the Chair
2. appear before the Steering Committee as requested or required
3. secure the cooperation and assistance of officers as required
4. meet at Dignity offices or other places as necessary
5. meet as often as necessary
6. report to the General Assembly of the membership
7. observe prescribed procedures and practices

CHAPTER XIV CHAPLAINS

Section 1

The Chaplains of DIGNITY/PHILADELPHIA will minister to the spiritual needs of and provide spiritual guidance to individuals, couples, groups, committees, the leadership of DIGNITY/PHILADELPHIA, and the Gay/Lesbian/Bisexual/Transgender community at large.

Section 2

The Community Life Committee is responsible for developing a process for confirming the appointment of Chaplains. The process of nomination and appointment will include the discernment of the community in affirming that candidates reflect the spiritual concerns of the community.

Section 3

The Chaplains of DIGNITY/PHILADELPHIA shall receive gratis a membership in the Chapter which shall assume all costs of enrollment in accordance with the membership provisions of DIGNITY/USA.

Section 4

A Chaplain shall neither be nominated nor hold any elected office or position in DIGNITY/PHILADELPHIA.

Section 5

The Chaplains of DIGNITY/PHILADELPHIA shall be where practicable the welcome and honored guests of the Chapter at all liturgies, celebrations, conferences, workshops and events where any fee or charge shall be made of members or others.

CHAPTER XV SACRAMENTAL LITURGIES

Section 1

The regularly scheduled Holy Days of Obligation and DIGNITY/PHILADELPHIA Eucharistic Liturgies shall always have as presiders ordained priests of the Roman Catholic Church or the same of a Rite in communion with Rome.

CHAPTER XVI AMENDMENTS

Section 1

The By-Laws and the Rules of Order may be amended at any regular business meeting by an absolute majority of the members present provided that the amendment shall have been introduced and submitted in writing at the previous regular business meeting.

Section 2

The Steering Committee may initiate the provisional amendment of the By-Laws and of the Rules of Order where it shall competently will act to amend and to fix a trial period for such amendment no longer than four months. Moreover, it shall give immediate notice of such action by means of announcement and of written notice to the membership via the newsletter.

Section 3

The Chaplains of DIGNITY/PHILADELPHIA will receive a complimentary membership in the Chapter.

Section 4

A Chaplain may not be nominated nor hold any elected office or position in DIGNITY/PHILADELPHIA.

Section 5

The Chaplains may participate free of charge at DIGNITY/PHILADELPHIA celebrations, conferences, workshops, and events where any fee or charge will be made of members or others.

CHAPTER XV SACRAMENTAL LITURGIES

Section 1

The regularly scheduled Holy Days of Obligation and DIGNITY/PHILADELPHIA Eucharistic Liturgies will always have as presiders ordained priests of the Roman Catholic Church or the same of a Rite in communion with Rome.

CHAPTER XVI AMENDMENTS

Section 1

The By-Laws may be amended at any regular business meeting by an absolute majority of the members present provided that the amendment had been introduced and submitted in writing at the previous regular business meeting.

Section 2

The Steering Committee may approve a provisional amendment of the By-Laws for a trial period of no longer than four months. The Steering Committee will give immediate notice of the provisional amendment by announcements and written notice to the membership in the newsletter.

Section 3

A provisional amendment shall remain lawful throughout the trial period but after which it shall automatically lapse. The General Assembly may act anytime up to one month after a provisional amendment may have lapsed to make that amendment permanent by a simple majority of the members present.

CHAPTER XVII EDITORIALIZATION

Section 1

The By-Laws can and shall be properly edited to reflect a unity of thought, spelling and capitalization, headings and title, margins and indentations; and of style but no editorial change of content or context shall hereby be authorized or assumed.

Section 3

A provisional amendment will remain lawful throughout the trial period. The General Assembly may act anytime up to one month after a provisional amendment has lapsed to make that amendment permanent by a simple majority of the members present.

CHAPTER XVII EDITORIALIZATION

Section 1

The By-Laws can and will be properly edited to reflect a unity of thought, spelling and capitalization, headings and titles, margins and indentations; and of style but no editorial change of content or context will be authorized or assumed.