

**CONSTITUTION OF THE MINOTAVROS CHAPTER OF UTAH**  
**Pancretan Youth Association of America**

PREAMBLE

We, the American Youth of Cretan descent, residing in the Utah area, believing an organization of young Cretans is an incentive for the perpetuation and preservation of Cretan and Hellenic ideas and customs and believing that such an organization will motivate its members to great achievements in America, do pledge our support to the Constitution of the Pancretan Association of America and do hereby adopt this Constitution.

Article I NAME

*Section 1* The name of the organization shall be Pancretan Youth Association of America, Minotavros Chapter of Utah.

*Section 2* This organization shall be a member chapter of the Pancretan Association of America

Article II GENERAL OBJECTIVES

*Section 1* To promote and substantiate the activities of the Pancretan Association of America.

*Section 2* To promote cultural, social, athletic, educational, religious, philanthropical, and charitable activities.

*Section 3* To inspire firm belief in the Greek Orthodox Church.

*Section 4* To foster closer relationships among the younger and older generations.

*Section 5* To support the Constitution of the United States of America and of the State of Utah

Article III MEMBERSHIP

*Section 1* The membership shall consist of all persons of Cretan descent with a minimum age of fifteen (15) and a maximum age of thirty (30).

*Section 2* Any member may also be a member of the Minos Chapter, the Daughters of Minos, but must be declare which of the three (3) groups their voting power lies with, upon membership renewal, for purposes of the Pancretan Association of America & Pancretan Youth Association of America.

*Section 3* Any member may remain as an active member of this Chapter until he or she attains the age of thirty (30), at which time such members shall be stricken from the roll of membership of this organization.

*Section 4* To attain membership, one must fill out the necessary forms, deposit the initiation fee, and be approved by the Chapter.

*Section 5* A new member shall have full membership rights after he or she has been approved by the Chapter.

*Section 6* The members of the Chapter shall be Regular and Honorary of both sexes. Regular members are Cretans and persons of Cretan descent; Honorary members shall be recognized as youth within the ages of thirteen (13) to fourteen (14) who have all the privileges of regular members, with the exception of national & local voting power.

#### Article IV OBLIGATIONS OF MEMBERS

*Section 1* The Regular and Associate members of the Chapter shall pay the initiation fees and yearly dues as shall be fixed by the general assembly.

*Section 2* Under no condition will members be reimbursed or refunded any part of their dues or contributions in the event of their expulsion from the chapter for failure to pay their dues or who voluntarily demit.

*Section 3* Members in arrears 180 days in the payment of their dues, and after notice has been given in writing by the chapter, shall be expelled from the chapter's membership and all rights and benefits forfeited.

*Section 4* Members accused and convicted of major crimes by the courts of the United States of America, and members defaming the Chapter of any of its members will be expelled upon approval of the board of directors and all rights and benefits forfeited.

*Section 5* Members engaged in selfish endeavors and activities contrary to the interest of the Chapter upon complaint filed and acted upon in due process shall be expelled from the Chapter and all rights and benefits forfeited.

#### Article V ADMINISTRATION OF THE CHAPTER

*Section 1* The Chapter shall be administered by officers and board of directors totaling 14 members in good standing, namely: a President, a 1<sup>st</sup> Vice President, a 2<sup>nd</sup> Vice President, a Treasurer, a Recording Secretary, a Corresponding Secretary, and eight (8) board of directors. The President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Treasurer, Recording Secretary, and Corresponding Secretary shall make up the Executive Council, and shall be elected by the general assembly.

*Section 2* All members seeking office must be members of the chapter for six months prior to the date of election.

*Section 3* The board of directors, together with the officers shall meet once a month to conduct business of the Chapter and as often as necessary due to important matters.

*Section 4* Seven or more members of the board of directors, including the officers, shall constitute a quorum and all matters voted upon will be considered valid or void upon majority vote.

*Section 5* In the absence of a quorum, a second meeting shall be called in seven (7) days and any members present shall constitute a quorum.

*Section 6* Any officer or board member who elects to resign must submit their resignation in writing, and the board of directors and officers shall replace the resigning person during the interim period from the roster of its membership.

#### Article VI DUTIES OF THE OFFICERS

*Section 1* Duties of the President: The President calls and presides at all meetings of the board and the general assemble. They relate the agenda, maintains order, permit and withdraw discussions, presents motions for vote, and reserves the right to vote in case of a tie. They represent the Chapter at all affairs business and social. They sign the minutes of board and general assembly meetings together with the Recording Secretary after they have been approved. They affix their signature on all official correspondence and co-signs all checks for payment of the Chapter's obligations together with the Treasurer.

*Section 2* Duties of the 1<sup>st</sup> Vice-President: The 1<sup>st</sup> Vice-President shall, in the event of the absence, disqualification, or disability of the President, assume and perform the duties of the office of the President. In addition, they shall assist in conducting the business of the Chapter and will perform such other duties as may be assigned to them by the President.

*Section 3* Duties of the 2<sup>nd</sup> Vice-President: The 2<sup>nd</sup> Vice-President will perform the duties of the President in the absence of the President and the 1<sup>st</sup> Vice-President. The 2<sup>nd</sup> Vice-President shall act as the Chair of the Dance Committee and report to the Executive Council, when necessary. The 2<sup>nd</sup> Vice President shall facilitate the bylaws & rules of the Minotavros Chapter of Utah to the Minotavros Dance Groups.

*Section 4* Duties of the Recording Secretary: The Recording Secretary shall keep all necessary records essentially conductive to the efficient functioning and operation of the business and activities of the Chapter. They shall submit a semi-annual report to the Chapter of the number of members in good standing, member delinquent, and suspended. They shall call the roll of members of the general assembly and duly note absences and take the minutes of all meetings.

*Section 5* Duties of the Corresponding Secretary: The Corresponding Secretary shall conduct the correspondence of the Chapter and officially notify committees and officers of their appointment and election and furnish them with necessary papers of office.

*Section 6* Duties of the Treasurer: The Treasurer shall take charge of the finances of the Chapter. They shall co-sign with the President all checks disbursing the funds of the Chapter under the direction of the board of directors. They shall, at the discretion of the President, report on the condition of the treasury all income and revenue, including collection of dues received by the chapter shall be tendered to the Treasurer and deposited in a bank in the name of the Chapter. They shall submit a semi-annual report to the Chapter in the form of an itemized statement showing the amounts received, and the purpose for which and to whom such disbursements were made. They deposit all receipts of cash and checks to designated banks within 10 days after receipt. They are required to submit a financial report at every general assembly and at any board meeting if requested by the President or any other officer. They shall perform such other duties as are usually incident to the office. The Treasurer will be responsible for filing all appropriate annual tax documents.

*Section 7* Duties of the Board of Directors: Members of the board will attend meetings of the board when called by the President and vote upon all issues on hand. A member of the board of directors who fails to attend three (3) consecutive meetings is subject to replacement for the completion of the term of office. This decision will be made by the majority vote of all officers and members of the board at a regular meeting. Each of the eight (8) board of directors shall be appointed by the elected Executive Council.

*Section 8* Duties of the Auditing Committee: The Auditing Committee will be a committee of three (3) attending the general assembly who will be elected to examine the books and records of the Chapter and report for rejection or approval to the assembly, when deemed necessary by a quorum of members. This committee reserves the right to audit the records at any time without advance notice and to bring to the attention of the board of directors and general assemble any discrepancies which they may detect. The President, Secretary, and Treasurer are required to assist the auditing committee upon request.

*Section 9* Duties of the Youth Supervisor: The Youth Supervisor shall be a paid member of either Minos or Daughters of Minos. They shall act as a mentor to the youth and advise the board & members on various matters. They shall also serve as a liaison between the youth and adult chapters.

#### Article VII GENERAL ASSEMBLY

*Section 1* A general assembly of all members duly notified by the Secretary, shall be held when deemed necessary by the Executive Council. A minimum of two general assemblies per year is a requisite.

*Section 2* The General assembly shall be conducted in accordance with the rules set forth herein. Minutes of the previous general assembly shall be read and approved. All chapter correspondence deemed important by the officers and by the Board of Directors to be discussed at the General assembly will be presented and discussed.

*Section 3* The General assembly constitutes a quorum if one fifth (1/5) of the members are present. If insufficient number are present for a quorum, a second meeting is called within seven days and is considered a quorum regardless of the number present.

*Section 4* All General assemblies are ordered by the Executive Council and all members are duly notified (via writing, email, social media, etc.). If possible, when major issues are to be discussed, the topic of the issues are to be noted in the notice of the meeting.

*Section 5* Special meetings may be called by the President when necessary and also by written request of 10 or more members when properly discussed and presented to the Executive Council. In such cases, the scope of the meeting should be announced to the members in the notice sent.

*Section 6* At the General assembly, the Board of Directors and officers will report any extraordinary activities and decisions which may have transpired during the interim of the previous general assembly, and any of their actions may be condoned or nullified by the General assembly if deemed improper or unjust or contrary to the good of the chapter.

*Section 7* On matters pertaining to the administration of unusual nature by the Board of Directors, the officers and board members do not participate in the vote.

*Section 8* All motions presented must be seconded before discussion and vote is taken.

#### Article VIII ELECTION COMMITTEE

*Section 1* At the General assembly within the months of September to October in the year of elections, a five-member committee is appointed to prepare and conduct elections for the forthcoming term. The term shall last two (2) consecutive years. Officers may not hold the same position for more than two (2) terms.

*Section 2* Candidates seeking election must be present (virtually, or physically- in real time) at the meeting in order to be considered. The election committee must review and approve the candidates to ensure that they depict the core values of the organization.

*Section 3* The election committee will then distribute the ballot.

*Section 4* The ballots will be tallied on the date of election.

*Section 5* A member of the election committee cannot become a candidate for any office unless they first resign from the election committee.

*Section 6* The right to vote applies to all regular members of the chapter.

*Section 7* The right to become a candidate for an office applies only to regular members for all office and the office of board of directors.

*Section 8* All expenses incurred for the preparation and completion of the elections shall be paid for by the Chapter upon presentation of proper receipts.

*Section 9* Dates for elections on a biannual basis should follow the schedule as close as possible: election of committee and elections at General assembly of September to October of election year.

*Section 10* Newly elected officers and board of directors should assume their duties immediately following the elections.

*Section 11* Newly elected officers shall notify the PAA Secretary, PYA Secretary, and local church administration of their position, in writing, within 7 days.

*Section 12* As early as possible following an election, newly elected officers should be installed, at the next Cretan event. An oath of office shall be administered by the duly appointed person, preferably a district governor, past president, or a national officer if present.

## Article IX CHAPTER FUNDS

*Section 1* The chapter funds are deposited in one or more federal insured banks in Salt Lake City. All funds except the checking account must be deposited into savings account at the best interest available.

*Section 2* All disbursements are made by check (or Venmo) from the checking account signed/verified by the President and Treasurer.

*Section 3* Any withdrawals from the savings account must be made after approval of the general assembly and the signatures of the President and Treasurer will be required.

*Section 4* The Board of Directors and officers may approve payment and other obligations to a maximum of \$500 by a majority vote of the board. Any amount over \$500 must be approved by the general assembly.

## Article X DONORS AND BENEFACTORS

*Section 1* Donors are proclaimed for \$100.  
Benefactors are proclaimed for \$500.  
Great benefactors are proclaimed for \$1,000.

## Article XI MINOTAVROS DANCE GROUP

*Section 1* The Minotavros Dance group shall be a subordinate group of the Minotavros Chapter of Utah and shall be overseen by this Chapter.

*Section 2* The dance group will be broken up into four (4) age groups.  
4<sup>th</sup>- 6<sup>th</sup> grades  
7<sup>th</sup> - 9<sup>th</sup> grades  
10<sup>th</sup> – 12<sup>th</sup> grade  
H.S. graduates/College age & Up

Each dance group shall create their own name, relative to the Cretan culture, and shall submit to the Cretan Dance Committee for approval.

*Section 3* Each group shall have two (2) instructors; one male and one female. The instructors must be above the age range of the group they are instructing, with the exception of the college age group. The instructors shall be elected by the general assembly of members, and must follow the procedures in place for candidates of office.

*Section 4* The elected dance officers, together with the 2<sup>nd</sup> Vice President, shall constitute the Cretan Dance Committee, and will oversee all matters pertaining to the dance groups. The Cretan Dance Committee shall have a minimum of seven (7) and a maximum of nine (9) members.

*Section 5* The Minotavros Dance Group is intended to perform at select youth functions and parties. All other performance invitations shall be approved by the Cretan Dance Committee.

*Section 6* The dancers shall follow the school year. Dancers shall move up according to grades attending in school. In occasions such as the Greek Festival, dancers shall stay with the grade they attended last spring, and may move up in the fall.

*Section 7* The Minotavros Dance Group session begins with the fall performance, ends with the Greek Festival, and includes all events in between.

*Section 8* To register, dancers must fill out appropriate forms and pay applicable registration fees.

*Section 9* All dancers age fifteen (15) & up, are required to pay membership dues to the Minotavros Chapter of Utah, these dues will cover both club membership and registration fees. All dancers ages thirteen (13) and fourteen (14), are strongly encouraged to pay honorary membership dues to the Minotavros Chapter of Utah, these dues will cover both club membership and registration fees.

*Section 10* Attendance shall be taken at each practice.  
Dancers must attend a minimum of 75% of total practices in order to perform a solo  
Dancers must attend a minimum of 50% of total practices in order to perform  
This shall be subject to change pending discretion of Cretan Dance Committee.

#### Article XII GENERAL RULES

*Section 1* The Chapter's banner shall bear the words, "Minotavros Chapter of Utah. Founded February 15, 1971. Member of the Pancretan Youth Association of America and the Pancretan Association of America".

The existence of the chapter is perpetual and may not be dissolved excepted by 4/5 majority of the membership vote. This vote must be by secret ballot. In such cases, all chapter funds and property are given to charitable, philanthropic and educational institutions of Greek origin and nature.

Articles I and II are infinite and cannot be changed. Sections of this constitution, except sections in Articles I and II may be abolished or amended only by the general assembly specifically called for the purpose, provided however, that at least 2/3 of the members in good standing present at the meeting shall vote for such abolition or amendment. If insufficient members are present, a second meeting will be called for the same purpose and the consolidated total of the votes in majority will affect the decision.

In the event that the Constitution of the Minotavros Chapter of Utah contradicts the Constitution of the Pancretan Association of America, the organization must abide by that of the PAA. All members shall immediately be notified of the changes, but do not need to approve them by general assembly.

This constitution becomes effective October 8, 2017, being duly approved by the general assembly of that day.