

**IGBO CATHOLIC COMMUNITY  
USA  
(ICCUSA)**

**CONSTITUTION**

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# CONSTITUTION OF: IGBO CATHOLIC COMMUNITY, USA HENCEFORTH (ICCUSA)

## 1) NAME OF THE ORGANIZATION

The organization shall be known as the IGBO CATHOLIC COMMUNITY, USA henceforth (ICCUSA) and shall be a non- Profit organization.

## 2) FORMATION:

ICCUSA shall be organized as described in IRC Section 501(c) (3) of the code. The organization must be organized and operated exclusively for one or more of the purposes set forth in IRC section 501 (c ) (3) and none of the earnings of the organization may be to any private shareholder or individual. In addition, it may not attempt to influence legislation as a substantial part of its activities and it may not participate at all in campaign activity for or against political candidates.

## 3) AIMS AND OBJECTIVES OF THE ORGANIZATION:

- a) To establish a national organization that would link up all the various organized local Igbo Catholic Community throughout the USA and form a bridge between this Community and the conference of United Sates Catholic Bishops.
- b) To serve the pastoral needs of Igbo Catholic Community, USA.
- c) To promote religious and cultural celebration in accord with appropriate Igbo liturgical awareness and understanding.
- d) To encourage Igbo Cultural Consciousness among the children of Igbo Catholics in the USA.
- e) To form a core group of lay leaders from different Igbo Communities in the USA who will act as liaisons and consultative body of the Nigerian Apostolate of the Pastoral Care of Migrants and Refugees (PCMR) and the Igbo Catholic Community especially in matters affecting faith and evangelization.
- f) To assess the pastoral needs and concerns of our Community and identify strategies in addressing them.
- g) To advocate a strong support to our local parishes in their effort to minister to the growing needs of our people.
- h) To communicate and collaborate with other national ethnic Community on matters of mutual interest.
- i) To assist, coordinate and encourage the development / formation of more Igbo Catholic Communities.

4) **MEMBERSHIP**

- a) ICCUSA Membership shall be open strictly to Igbo catholic organizations and affiliates recognized by a parish or diocese and registered with the National Office.
- b) Individuals shall not be registered as members except in cases where there is verifiably no possibility for the existence or formation of any Igbo Catholic Community.
- c) No Igbo Catholic Community shall be denied membership of this organization irrespective of gender, status, or political ideology, except that the group must be a verifiable Igbo Catholic Organization. There shall be a one time non-refundable registration fee and yearly annual dues to be determined by the CEC.

5) **REPRESENTATION**

Initial representation shall be 2 (two) per registered chapter in good financial standing.

6) **THE CENTRAL EXECUTIVE COMMITTEE**

- a) The main authority of this organization absolutely lies with the **CENTRAL EXECUTIVE COMMITTEE (CEC)**.
- b) The CEC should be the only policymaking body of the Association. The decisions reached by the CEC should be binding on all members.
- c) The affairs of the Association shall be managed by a Central Executive Committee consisting of the National Officers. (Only the President, Vice-President & Spiritual Director are voting members from the National Office. Others must attend meetings only as observers or to provide information), the Chapter Chairpersons and one other representative from each Chapter.
- d) The President should preside over the meetings of this CEC.
- e) The President shall have the authority to call the CEC meeting or a majority of the CEC meetings. However, 2/3 majority of the CEC members through verifiable signed letter or email to the General Secretary can call a CEC meeting where the need arises and the President refused to do so.
- f) While meetings of the CEC can be conducted through a conference call, we recommend that the CEC meet physically at least once a year for a face-to-face session.
- g) The CEC shall have the authority to relieve any its officer of his/her official duties by a two-third (2/3rd) majority vote of all CEC members. Whenever this happens, the President shall notify the local organization from where that member comes and shall ask for a replacement within forty-five days. If the local chapter desires to send in a replacement, then the relieved person shall be wholly excused of his/her participation in the CEC. If the local chapter decides not to replace their representative, that alone will

give the CEC the power to replace from within its MEMBERSHIP alone.

7) **QUORUM:**

Quorums must be strictly adhered to. A quorum of the Central Executive Committee must consist of ALL the officers and at least an EQUAL number of the Chapter Representative and Chapter Chairperson combined. At least 2/3 of the members of the CEC must be present in order to form a quorum.

8) **VACANCIES**

- a) Vacancies occurring in the National Office during the year shall be filled for the unexpired term by the President. When for any reason The President shall be unable to fulfill his/her duties, the Vice President shall act in his/her place.
- b) Vacancies for each Chapter representative and Chairperson Positions must revert back to the local chapters that vacated it. When the local chapter is unable to provide someone, the CEC members will mutually agree to fill the office from a pool of names ready, willing, able and available at the time of the meeting. The chapter vacancies must be filled within 30 days.

9) **ORGANIZATIONAL STRUCTURE AND DUTIES:**

- (a) **President:** The duties of the President are as follows:  
The President, among other things, is empowered to summon and preside over all meetings of ICCUSA. He/She shall serve as a referee in all our discussions and is the head of the Central Executive Committee except in cases where his/her action is being adjudicated. The President shall counter-sign all checks issued by the Financial Secretary on behalf of ICCUSA. He/She does not have authority over chapter issues. The President shall have the power to create committees as needed, but the committees must be approved by the CEC. The President has the authority to terminate any committee. The President shall fill all National Office Vacancies with the consent and approval of the CEC. The President or his designee is the only authorized spokesman for the Association.
- (b) **Vice President:** The duties of the Vice President are as follows:  
The Vice President shall act as the provost during our meetings. The Vice President shall assume the position and duties of President in the President's absence.
- (c) **Spiritual Director:** The duties of the Spiritual Director are as follows:  
The Spiritual Director shall provide advice, recommendations and counseling to the Association. The Spiritual Director shall participate in all CEC meetings to provide insight on ecclesiastical matters. This position rotates from One Organization to another and should be nominated by the Chairman of the particular Igbo Catholic Organization when it becomes their turn. The Spiritual Director must be of Igbo descent and versed in Igbo language and culture.

- (d) **ALL THE POSITIONS LISTED BELOW ARE SELECTED, NOMINATED AND APPOINTED BY THE PRESIDENT:**

The President shall have the right to select the team of people to work with him/her in order to ensure a more harmonious working relationship. Wherever and whenever possible the President should go beyond his immediate Igbo Catholic Organization area to select qualified candidates. The members selected must be submitted to the CEC for their approval and consent. All the positions (EXCEPT THE TREASURER) serve at the PLEASURE of the President.

- e) **The General Secretary:**

This position should be the main coordinator of all activities and information. The General Secretary shall record minutes of the meetings, prepare and send circulars and notices by e-mail, US postal, or by fax to members on behalf of the President and/or in consultation with the President. Take care of all correspondence both incoming and outgoing documents.

- f) **Assistant Secretary:**

The Assistant Secretary shall assist the General Secretary in performing all the functions assigned to the Secretary General and act as the General Secretary when the General Secretary is absent, take attendance and perform various office duties as the need arises.

- g) **Treasurer:**

The Treasurer although nominated by the President must belong to another Igbo Catholic Organization other than that of President. The Treasurer shall be the caretaker of our properties and money. He shall deposit all monies in the bank account of ICCUSA, issue receipts for all monies received, countersign all checks, submit photocopies/copies of financial and bank statements to the Financial Secretary and shall also submit all records, receipts, vouchers etc., to the auditor/s when called to do so. The Treasurer shall submit a short financial report at each CEC meeting or Convention.

- h) **Financial Secretary:**

The Financial Secretary shall collect and record all registration fees, monthly dues, subscriptions, levies, unencumbered donations and all other money paid to ICCUSA from all sources. S/He shall transfer all such money to the Treasurer immediately unless the Treasurer is absent, in which case the money will be turned over to the President. The Financial Secretary must obtain receipts for all monies given to the Treasurer or the President, and must keep an accurate account of all financial transactions of ICCUSA. The Financial Secretary shall submit at each general meeting a brief financial report on the status of ICCUSA which must be entered into the minutes of the meeting. An annual financial statement shall be submitted to the general meeting, a copy of which must be given to the General Secretary for filing and record purposes.

- i) **Publicity/Social Secretary:**

The publicity/social secretary shall be responsible for all public service announcements and propaganda of ICCUSA. The publicity/social secretary shall coordinate all functions and/or gatherings of ICCUSA by circulating flyers, circulars and other information to members and non-members.

10) **ELECTION OF OFFICERS, TERMS OF OFFICE, DATE OF ELECTION & TRANSITION**

There are no Elections to the various offices directly from the membership. The posts of the Presidency, the Vice-Presidency and the Spiritual Director shall be Rotational from Organization to Organization. The National Executive (NE) is (chosen/elected) from the National Delegate (ND) at a convention of Delegates. A list of the Chapters shall be kept and balloting should be used to decide the next rotation.

In no circumstance should there be consecutive service by any chapter unless the Chapter that was balloted declines and so on and so forth. The term of Office shall be limited to STRICTLY TWO YEARS. All offices shall be held for only two (2) years and another subsequent two (2) year term ONLY if re-elected.

ONE MUST BELONG TO A CHAPTER TO BE ELECTED TO ANY OFFICE

11) **VOTING**

Voting shall be by open support of one motion among other motions. In cases where motions are not raised, then voting shall be by simple raising of hands or voice vote for yes or no or disagree. Proxy voting shall be allowed. Call in of voting support shall also be considered as vote by proxy. Voting may also be conducted by conference interphone calls. This voting principle applies only to teleconference meetings.

12) **MOTION PASSING**

A motion or suggestion shall pass after vote by a simple majority. Constitutional changes/amendments must only pass by two third majority. A motion shall die if it is not initially supported by at least one member.

13) **REVERSAL/REVISIT OF DECISIONS**

Decision(s) reached shall not be revisited. If such must be the case there shall be a vote to revisit. This vote must be won by two third majority or members present at the time of the decision to revisit.

14) **COMMITTEES**

The President shall have the authority with the approval of the Central Executive Committee to appoint Committee members.

The committees can be terminated by the next incoming President

15) **CHAPTER AND AFFILIATIONS**

There shall not be any limit to the number of Chapters.

Signed this day of April 2008

  
Fr. Joe Okoye - Spiritual Leader

  
Anthony Ikebudu - President

  
Dr. Paul Amuchie - Secretary



