

Form 990-EZ

Department of the Treasury
Internal Revenue Service

Short Form Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)

► Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$1,000,000 and total assets less than \$2,500,000 at the end of the year may use this form.

► The organization may have to use a copy of this return to satisfy state reporting requirements

OMB No 1545-1150

2008

Open to Public
InspectionA For the 2008 calendar year, or tax year beginning October 1, 2008, and ending September 30, 2009

B Check if applicable:

- ☐ Address change
☐ Name change
☒ Initial return
☐ Termination
☐ Amended return
☐ Application pending

Please use IRS label or print or type. See Specific Instructions.

C Name of organization

St. Justin Conference St. Vincent de Paul Society

Number and street (or P.O. box, if mail is not delivered to street address) Room/suite

975 Fischer Blvd

City or town, state or country and ZIP + 4

Toms River, NJ 08753

D Employer identification number

3512358516

E Telephone number

(732) 929-1119

F Group Exemption Number

5496

• Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

G Accounting method. ☐ Cash ☐ Accrual
Other (specify) ►

I Website: ►

J Organization type (check only one) — ☒ 501(c)(3) (insert no.) ☐ 4947(a)(1) or ☐ 527H Check ☐ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)K Check ☐ if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A return is not required, but if the organization chooses to file a return, be sure to file a complete return.L Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts. If \$1,000,000 or more, file Form 990 instead of Form 990-EZ. ► \$ 61,750**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (See the instructions for Part I.)

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	<u>61,750</u>
	2	Program service revenue including government fees and contracts	2	<u>0</u>
	3	Membership dues and assessments	3	<u>0</u>
	4	Investment income	4	<u>0</u>
	5a	Gross amount from sale of assets other than inventory	5a	<u>0</u>
	5b	Less: cost or other basis and sales expenses	5b	<u>0</u>
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) (attach schedule)	5c	<u>0</u>
	6	Special events and activities (complete applicable parts of Schedule G). If any amount is from gaming, check here <input type="checkbox"/>		
	6a	Gross revenue (not including \$ of contributions reported on line 1)	6a	<u>0</u>
	6b	Less: direct expenses other than fundraising expenses	6b	<u>0</u>
6c	Net income or (loss) from special events and activities (Subtract line 6b from line 6a)	6c	<u>0</u>	
7a	Gross sales of inventory, less returns and allowances	7a	<u>0</u>	
7b	Less: cost of goods sold	7b	<u>0</u>	
7c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	<u>0</u>	
8	Other revenue (describe ►)	8	<u>0</u>	
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8	9	<u>61,750</u>	
Expenses	10	Grants and similar amounts paid (attach schedule)	10	<u>30,738</u>
	11	Benefits paid to or for members	11	<u>0</u>
	12	Salaries, other compensation, and employee benefits	12	<u>0</u>
	13	Professional fees and other payments to independent contractors	13	<u>0</u>
	14	Occupancy, rent, utilities, and maintenance	14	<u>575.00</u>
	15	Printing, publications, postage, and shipping	15	<u>71.00</u>
	16	Other expenses (describe ► <u>office supplies, host council meetings</u>)	16	<u>118.00</u>
	17	Total expenses. Add lines 10 through 16	17	<u>31,502</u>
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	<u>30,248</u>
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	<u>4192</u>
	20	Other changes in net assets or fund balances (attach explanation)	20	<u>0</u>
	21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	<u>31,440</u>

Part II Balance Sheets. If Total assets on line 25, column (B) are \$2,500,000 or more, file Form 990 instead of Form 990-EZ.

(See the instructions for Part II.)

	(A) Beginning of year	(B) End of year
22	<u>1192</u>	<u>31,440</u>
23	<u>0</u>	<u>0</u>
24	<u>0</u>	<u>0</u>
25	<u>1192</u>	<u>31,440</u>
26	<u>0</u>	<u>0</u>
27	<u>1192</u>	<u>31,440</u>

For Privacy Act and Paperwork Reduction Act Notice, see the Instruction for Form 990.

Cat No 106421

Form 990-EZ (2008)

SCANNED JUL 22 2010

RECEIVED

JUN 22 2010

OGDEN, UT

phone

Part III Statement of Program Service Accomplishments (See the instructions for Part III.)

What is the organization's primary exempt purpose?

Describe what was achieved in carrying out the organization's exempt purposes. In a clear and concise manner, describe the services provided, the number of persons benefited, or other relevant information for each program title.

Expenses

(Required for 501(c)(3) and (4) organizations and 4947(a)(1) trusts; optional for others.)

28	Served the poor and needy of Toms River, NJ with financial assistance, for rent, utilities, transportation, medical and housing.	(Grants \$) If this amount includes foreign grants, check here	28a	30,497
29	Provided food to the poor and needy in Toms River, NJ	(Grants \$) If this amount includes foreign grants, check here	29a	29,782
30		(Grants \$) If this amount includes foreign grants, check here	30a	
31	Other program services (attach schedule)	(Grants \$) If this amount includes foreign grants, check here	31a	
32	Total program service expenses (add lines 28a through 31a)		32	60,279

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated. (See the instructions for Part IV.)

[illegible]

Part V Other Information (Note the statement requirements in the instructions for Part VI.)

	Yes	No
33 Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity		<input checked="" type="checkbox"/>
34 Were any changes made to the organizing or governing documents but not reported to the IRS? If "Yes," attach a conformed copy of the changes		<input checked="" type="checkbox"/>
35 If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining your reason for not reporting the income on Form 990-T.		
a Did the organization have unrelated business gross income of \$1,000 or more or section 6033(e) notice, reporting, and proxy tax requirements?		<input checked="" type="checkbox"/>
b If "Yes," has it filed a tax return on Form 990-T for this year?		
36 Was there a liquidation, dissolution, termination, or substantial contraction during the year? If "Yes," complete applicable parts of Schedule N		<input checked="" type="checkbox"/>
37a Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a 0		
b Did the organization file Form 1120-POL for this year?		<input checked="" type="checkbox"/>
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still unpaid at the start of the period covered by this return?		<input checked="" type="checkbox"/>
b If "Yes," complete Schedule L, Part II and enter the total amount involved 38b		
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9 39a 0		
b Gross receipts, included on line 9, for public use of club facilities 39b 0		
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ b ; section 4912 ▶ 0 ; section 4955 ▶ 0		
b Section 501(c)(3) and (4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If "Yes," complete Schedule L, Part I		<input checked="" type="checkbox"/>
c Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ 0		
d Enter amount of tax on line 40c reimbursed by the organization ▶ 0		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T.		
41 List the states with which a copy of this return is filed. ▶ New Jersey		
42a The books are in care of ▶ SUDP Treasurer Telephone no ▶ (732) 924-1119		
Located at ▶ SUDP Office ZIP + 4 ▶		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		<input checked="" type="checkbox"/>
If "Yes," enter the name of the foreign country: ▶		
See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts .		
c At any time during the calendar year, did the organization maintain an office outside of the U.S.?		<input checked="" type="checkbox"/>
If "Yes," enter the name of the foreign country: ▶		
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43		
44 Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ		<input checked="" type="checkbox"/>
45 Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ		<input checked="" type="checkbox"/>

Part VI Section 501(c)(3) organizations only. All section 501(c)(3) organizations must answer questions 46-49 and complete the tables for lines 50 and 51.

- | | Yes | No |
|-----|-----|-------------------------------------|
| 46 | | <input checked="" type="checkbox"/> |
| 47 | | <input checked="" type="checkbox"/> |
| 48 | | <input checked="" type="checkbox"/> |
| 49a | | <input checked="" type="checkbox"/> |
| 49b | | |
- 46 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I
- 47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II
- 48 Is the organization operating a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E
- 49a Did the organization make any transfers to an exempt non-charitable related organization?
- b If "Yes," was the related organization(s) a section 527 organization?
- 50 Complete this table for the five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
None				
Total number of other employees paid over \$100,000 ▶				

- 51 Complete this table for the five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
None		
Total number of other independent contractors each receiving over \$100,000 . . ▶		

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge			
	<div style="display: flex; justify-content: space-between;"> <div> Signature of officer </div> <div> 1/25/10 Date </div> </div>			
Paid Preparer's Use Only	<div style="display: flex; justify-content: space-between;"> <div> Type or print name and title </div> <div> Barbara Kihm - Treasurer </div> </div>			
	Preparer's signature 	Date	Check if self-employed <input type="checkbox"/>	Preparer's Identifying Number (See instructions)
	Firm's name (or yours if self-employed), address, and ZIP + 4		EIN 	
May the IRS discuss this return with the preparer shown above? See instructions ▶ <input type="checkbox"/> Yes <input type="checkbox"/> No				

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

To be completed by all section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts.

▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

OMB No. 1545-0047

2008

Open to Public Inspection

Name of the organization

Employer identification number

Name of the organization	Employer identification number
St. Justin Conference St. Vincent de Paul Society	3512358516

Part I	Reason for Public Charity Status (All organizations must complete this part.) (see instructions)
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The organization is not a private foundation because it is: (Please check only **one** organization)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
 - 2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E)
 - 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).** (Attach Schedule H.)
 - 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state. _____
 - 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
 - 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
 - 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
 - 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
 - 9 ☒ An organization that normally receives: (1) more than 33⅓ % of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33⅓ % of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
 - 10 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).** (see instructions)
 - 11 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See **section 509(a)(3).** Check the box that describes the type of supporting organization and complete lines 11e through 11h.

a ☐ Type I

b ☐ Type II

c ☐ Type III—Functionally integrated

d ☐ Type III—Other

 - e ☐ By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2).
 - f If the organization received a written determination from the IRS that it is a Type I, Type II, or Type III supporting organization, check this box ☐
 - g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?

	Yes	No
(i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the supported organization?		
(ii) A family member of a person described in (i) above?		
(iii) A 35% controlled entity of a person described in (i) or (ii) above?		
 - h Provide the following information about the organizations the organization supports.

[illegible]

Part III Support Schedule for Organizations Described in Section 509(a)(2)
(Complete only if you checked the box on line 9 of Part I.)**Section A. Public Support**

Calendar year (or fiscal year beginning in) ►	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")					31,750	31,750
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose					0	0
3 Gross receipts from activities that are not an unrelated trade or business under section 513					0	0
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf					0	0
5 The value of services or facilities furnished by a governmental unit to the organization without charge					0	0
6 Total. Add lines 1-5					31,750	31,750
7a Amounts included on lines 1, 2, and 3 received from disqualified persons					0	0
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of 1% of the total of lines 9, 10c, 11, and 12 for the year or \$5,000					0	0
c Add lines 7a and 7b					0	0
8 Public support (Subtract line 7c from line 6.)					31,750	31,750

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
9 Amounts from line 6					31,750	31,750
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources					0	0
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975					0	0
c Add lines 10a and 10b					0	0
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on					0	0
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)					30,000	30,000
13 Total support. (Add lines 9, 10c, 11, and 12.)					61,750	61,750
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2008 (line 8, column (f) divided by line 13, column (f))	15	57.41 %
16 Public support percentage from 2007 Schedule A, Part IV-A, line 27g	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2008 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2007 Schedule A, Part IV-A, line 27h	18	%

- 19a 33 1/3 % support tests—2008.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3 %, and line 17 is not more than 33 1/3 %, check this box and stop here. The organization qualifies as a publicly supported organization ☐
- b 33 1/3 % support tests—2007.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3 %, and line 18 is not more than 33 1/3 %, check this box and stop here. The organization qualifies as a publicly supported organization ☐
- 20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ☐

Part IV **Supplemental Information.** Complete this part to provide the explanation required by Part II, line 10; Part II, line 17a or 17b; or Part III, line 12. Provide any other additional information. (see instructions)

Part III Line 12 - Received a \$30,000 Bequest

St Justin Conference, SVdP

EIN 35-2358516
September 30, 2009
Form 990 EZ

Schedule 1 of 1
Line 10 of Part I
Total Payments of \$5,000 or greater

Grantee Name	Class	Amount	Relationship
Jersey Central Power & Light PO Box 3687 Akron, OH 44309-3687	Residential Electric Service	\$5,604	None
Gilford Park Motel 2122 Rt 37 E Toms River, NJ 08753	motel rent	\$6,450	None



NATIONAL COUNCIL OF THE UNITED STATES
SOCIETY OF ST. VINCENT DE PAUL, INC.

July 1, 2009

To whom it may concern:

This is to certify that the Society of St. Vincent de Paul National Council, Inc. has obtained a 501 (c) (3) group tax exemption #5496 from the Internal Revenue Service. The Councils and Conferences included on the attached *National Society of St. Vincent de Paul Group Exemption Directory* are included in this group exemption.

If you have any questions, you may contact me at 314-576-3993, extension 204, or via email at rplaywin@svdpusa.org.

Sincerely,

Roger Playwin
National Executive Director

RTP/sab





**National Council of the United States
Society of St. Vincent de Paul, Inc.**

**National SVdP Group Exemption Directory (NSGED)
Approved November 14, 2008
Group Exemption Number (GEN) 5496**

Name	Diocesan Council	City	ST	Signed by	Title
684 SSVdP St. Joseph's Hands of Mercy Conference	Fargo Diocesan Council	Devils Lake	ND	Jim Alfonso	President
685 St. Luke the Evangelist Conference, Society of St. Vincent de Paul	Manchester Diocesan Council	Plaistow	NH	Tom Cronin	President
686 St. Bartholomew Conference, SVDP	Metuchen Diocesan Council	East Brunswick	NJ	William J. Marrone	Treasurer
687 St. Agnes Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Atlantic Highlands	NJ	Eileen Steinhauer	President
688 Visitation Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Brick Town	NJ	Helen a. McTernan	President
689 St. Mary of the Lake Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Lakewood	NJ	Geralyn Custode	President
690 St. Anthony Claret Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Lakewood	NJ	Elizabeth M. Lee	President
691 St. Justin Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Toms River	NJ	Anton Kihm	President
692 St. Catherine of Siena Conference	Trenton Diocesan Council	Farmingdale	NJ	Rosa Garcia	President
693 St. Dominic Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Brick Town	NJ	James A. Dempsey	President
694 Holy Family Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Keyport	NJ	James Cantwell	President
695 St. Catharine Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Holmdel	NJ	Anthony Del Vecchio	President
696 St. Gabriel Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Marlboro	NJ	John J. Murray	President
697 St. Martha Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Point Pleasant	NJ	Joseph T. Williams	President
698 St. Monica/St. Aloysius Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Jackson	NJ	Olive Taylor	President
699 Ocean County District Council, St. Vincent de Paul Society	Trenton Diocesan Council	Manahawkin	NJ	Pat Michlin	President
700 St. Barnabas Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Bayville	NJ	Yvonne Haddock	President
701 St. James Conference, Society of St. Vincent de Paul	Trenton Diocesan Council	Red Bank	NJ	Joseph Hrunka	President
702 Trenton Diocesan Council, St. Vincent de Paul Society	Trenton Diocesan Council	Southampton	NJ	Patncia Brooks	President
703 St. Benedict Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Jackson	NJ	Richard Quagliarello	President
704 SSVDP St. Peter Claver Conference	Trenton Diocesan Council	Asbury Park	NJ	Brenda Terrell	President
705 St. Joseph Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Keyport	NJ	Dennis R. Davan	President
706 St. Rose of Lima Conference, St. Vincent de Paul Society	Trenton Diocesan Council	Freehold	NJ	Claudette Cowie	President

BYLAWS FOR CONFERENCES

Article 1 - OFFICIAL NAME

The name of the Conference is the St. Justin Conference, Society of St Vincent de Paul (also know as SSVDP, Society of St. Vincent de Paul, St. Justin Conference or The Conference)

Article 2 - LOCATION AND TAX STATUS OF THE CONFERENCE

The Principal Office of the Conference shall be considered that of the local District Council or (Arch)Diocesan Council whichever is applicable. The Conference coordinates with the District Council (or (Arch)Diocesan Council if applicable) in relation to its tax-exempt status and lobbying allowable limits.

Article 3 - STATEMENT OF PURPOSE

“Inspired by Gospel values, the Society of St. Vincent de Paul, a Catholic lay organization, leads women and men to join together to grow spiritually by offering person-to-person service to the needy and suffering in the tradition of its founder, Frédéric Ozanam, and patron, Vincent de Paul. As a reflection of the whole family of God, Members, who are known as Vincentians, are drawn from every ethnic and cultural background, age group, and economic level. Vincentians are united in an international society of charity by their spirit of poverty, humility and sharing, which is nourished by prayer and reflection, mutually supportive gatherings and adherence to a basic Rule. Organized locally, Vincentians witness God’s love by embracing all works of charity and justice. The Society collaborates with other people of good will in relieving need and addressing its causes, making no distinction in those served, because in them Vincentians see the face of Christ.”

Mission Statement – National Council

The Conference is the basic and essential grouping of the Society. The Primary Objective of the Conference shall be to provide its members opportunities for spiritual growth, fellowship and to serve people in need. Conferences adhere to The Rule of the St. Vincent de Paul Society, which in part states: “No work of charity is foreign to the Society.” In keeping with this spirit, the persons to be helped and the works to be performed are determined by the Conference itself. The Conference may be established within a wide variety of social groups and settings, such as a parish, college or school, firm or company. Conferences are organized primarily to perform person-to-person service to those in need, but also may be organized for the performance of a specific special work.

The mark of the Society’s unity is the Aggregation (1) of the Conferences and the Institution of the Councils, pronounced by the Council General (International) and with the approval of the

National Council. The Conference should comply with all Aggregation requirements set forth by the Council General (International) and the National Council.

Non-discrimination Policy

The Conference provides services to individuals, without regard to race, creed, color, gender, sexual orientation, criminal justice status, disability, marital status, veteran status, national origin, age or physical handicap.

The higher Council's and/or the local District Council's Mission Statement may further define purposes.

The visible unifying link within the Society is the Aggregation of the Conferences and the institution of the Councils declared by the Council General. (The Rule, Part 1; 3.8).

Said organization is organized exclusively for charitable, religious, educational, or scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article 4 - PARAMOUNT AUTHORITY OF THE SOCIETY

Should any Bylaw, rule or regulation adopted by the Conference conflict with The Rule and regulations of the Society of St. Vincent de Paul as now promulgated or hereafter adopted by the International Council General or the National Council of the United States, then and in that event such Bylaws, rules or regulations should be void and of no effect. In addition, if the Conference appears to be part of the Society, but does not adhere to The Rule in terms of presidential terms, regular attendance at Council meetings, or otherwise does not maintain compliance with its approved aggregation papers, it shall not use the Society's name. Policies or Standing Operating Procedures can from time to time be adopted by a Conference at the local level if they do not conflict with anything stated above. "Robert's Rules of Order, Newly Revised" or other agreed upon forms of consensus building shall govern the Conference in all cases in which they are applicable. The Conference shall keep a copy of The Rule with these Bylaws. These Bylaws may only be amended, altered or repealed with the approval of the National Council.

Article 5 - CLASSES OF MEMBERSHIP, RIGHTS AND PRIVILEGES

The Society is a Catholic lay organization open to all who wish to live their faith by loving and serving their neighbor.

Conference membership is made up of:

Active Members (Full) are those who participate regularly in the prayer life, meetings, and charitable activities through personal contact with the poor of the Vincentian Conference or Council into which they have been received.

An Active Member accepts The Rule of the Society, belongs to the Catholic Church, and is received as a Vincentian brother or sister into the Society's Conference or Council with which he or she is affiliated by formal action. Only Active Members hold office in the organization.

Associate Members are those affiliated with the Society by formal action of the Conference or Council with which the member will be joined. Associate Members include those who sincerely and publicly accept the Society's Rule but may or may not belong to the Catholic Church, may or may not attend Conference meetings on a regular basis, nor engage in the works of the Society on a regular basis. Associate Members are kept informed of the developments and activities of their immediate groupings, as well as the general progress of the Society, particularly in the local area or diocese. They are invited to attend the general meetings and special observances of the Society and to participate in its charitable activities.

Contributing Members are those who regularly or in a substantial way provide in-kind or financial support but who do not engage directly in the Society's work. These members also are invited to the Society's general and festival meetings.

Non-discrimination Policy

The Conference actively seeks to recruit and retain volunteers without regard to race, creed (with the exception of active members), color, gender, sexual orientation, criminal justice status, disability, marital status, veteran status, national origin, age or physical handicap.

Compensation

No part of the property belonging to this entity, nor its net earnings or income shall ever inure to the benefit of any member or individual, or any person having a personal or private interest in the activities of the entity. There shall be no fee or honorarium for Conference service beyond reimbursement of expenses.

Anyone who receives a salary or remuneration from the Society or any of its branches may serve in the Conference with membership rights and privileges, but may not be elected or appointed to any Council/Board or Office, nor serve as a proxy, within the Society.

Article 6 - SOLIDARITY CONTRIBUTIONS

Individual Members: A secret collection is taken up as part of every meeting. This contribution is to give proof of the spirit of sharing of the members.

Conference: Conferences are expected to make solidarity contributions. Each higher Council determines the expected contribution or exemptions from attached Conferences and Councils in

order to meet its necessary expenses and assist needy Conferences and Council groupings attached to it. From time to time Councils may establish policies that apply to Conference members attending higher Council Meetings. The Conference can also derive financial support from other means such as parish collections, special events, etc.

Article 7 - MEMBERSHIPS OF CONFERENCES

Individuals from parishes generally make up the Conference and are represented by the Conference President at the District Council level who has the obligation of consulting with the Conference in order to vote the spirit of its membership.

Conferences may be established within a wide variety of social groups and settings, such as a parish, college or school, firm or company. A Conference may be organized for the performance of a specific Special Work.

Conferences group together to form District Councils and District Councils form (Arch)Diocesan Councils. The duly elected President of the District Council and the currently serving Presidents of the active Conferences compose the District Council. The government and power of the District Council shall be vested in the District Council members. District Councils represent at least three and ideally no more than twelve Conferences. (Arch)Diocesan Councils determine the number of Conferences that make up each of the District Councils within their jurisdiction.

Article 8 - ADMISSION PROCEDURES AND ELECTION PROCESS

Admission Procedures

The names of persons proposed for active and associate membership should be submitted to the President of the Conference. The President will then make information about the recommended person known to the Conference. If approved, the candidate will be admitted and given a Vincentian welcome. Training, formation and updating opportunities are to be provided to new as well as existing members.

Election Process for Conference President

The Conference is directed by a President elected through a process that culminates in a secret ballot for a three-year (one year for youth conferences) term (beginning on October 1st), which may be renewed once. For serious reasons, and in accordance with The Rule, an election can be annulled. A retiring President who has just served two consecutive terms is not eligible for re-election as President until a further period of three years has elapsed. After a Conference President has been selected the name of that person shall be submitted to the District Council President, thereupon that person shall be enrolled as a member of the District Council and installed at the next District Council Meeting.

Extraordinary Circumstances

Should the President resign, become permanently incapacitated, be removed from office or die during the term of office, then the Vice President of the Conference shall act as President until the election of a new President. Upon the vacancy of the office of President prior to the completion of the term of office, the Vice-president shall within ten days from receipt of the notice of the vacancy of the office of President initiate the election process. The election is then held within 3 months. The newly elected President's term of office begins on the date of election to that position and installation occurs on October 1st of that year. Irrespective of the months involved, the portion of year one in office is counted as the first year with the remaining 2 years of a three-year term of office beginning October 1st of that year.

Article 9 - MEETING FREQUENCY AND PROCEDURES

The Conference meets regularly and consistently, usually weekly, but at least twice a month.

Face to face meetings are held in a spirit of friendship, simplicity and Christian joy. They provide for spiritual growth, consideration in common of the experiences of each member and the issues encountered in the pursuit of better service. Meeting procedures include: A punctual call to order; roll call; opening prayer (which should always include a prayer to the Holy Spirit, the Lord's Prayer, the Hail Mary and a prayer for those whose suffering they wish to share); Spiritual Advisor's reading or meditation, address and discussion; approval of minutes of previous meeting; home visitation reports; President's report; Secretary's report; Treasurer's report; Committee reports (including Formation Committee report); membership reports, resolutions; Special Works reports; old business; new business; time and place of next meeting (the calendar should include Festival meetings and Conference liturgies); secret collection; closing prayer; adjournment.

Article 10 - QUORUM REQUIREMENTS, VOTING PROCEDURES, PROXIES AND OPEN MEETINGS

A simple majority of active members shall constitute a quorum and each active member shall be entitled to one vote, which must be cast in person. A simple majority of those eligible to vote is required to approve or disapprove a resolution. All meetings of the Conference shall always be open to members of the Society. This does not preclude the Conference from going into executive (closed) session during a meeting.

Article 11 - PROCEDURE FOR THE DISSOLUTION OR SUSPENSION OF THE AGGREGATION OF A CONFERENCE AND DISPOSITION OF ASSETS AND CIRCUMSTANCES UNDER WHICH MEMBERS MAY RESIGN OR BE SUSPENDED

For reasons prompted by the seriousness of a particular situation the President General may suspend temporarily or permanently exclude a Conference, after notifying the Permanent Section

accordingly. In case of a permanent exclusion, this shall always entail the cancellation of the Aggregation.

The National President is given the power through extraordinary delegation to temporarily suspend a Conference or member. The National President in cases of extreme seriousness and urgency may suspend a Conference or member exclusively as a precautionary measure.

In such circumstances the President General shall be notified of such decision and the justified reasons for the same, within a maximum of 15 working days; the Conference or member in question may appeal to the National Council President's conciliation process in effect at that time. The President General shall approve or reject the appeals that are presented.

For procedures for disposing of a suspended Conference's assets, the District (or next higher Council if appropriate) Council should be consulted.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

A Conference member or a Conference Officer may resign under the following conditions:

Voluntary resignation on the part of the member;

Cessation of effective membership; e.g., through protracted non-attendance at Conference meetings without excused absence.

Article 12 - RESOLUTIONS AND GOVERNANCE RESPONSIBILITIES

Resolutions

The Conference initiates action by adoption of resolutions.

Governance Responsibilities

The government and power of the Conference shall be vested in its President and the Conference members. Their Governance responsibilities include but are not limited to: electing the Conference President; approving the annual budget; approving Presidential appointments; compiling a timely annual report; from time to time responding to requests or directives from

higher Councils; and reviewing and evaluating the leadership, mission, and planning of the Conference.

Article 13 - SELECTING AND APPOINTING OFFICERS

President – elected

Vice President(s), Secretary(ies) and Treasurer/Chief Financial Officer – Appointed by the President and approved by the Conference.

Spiritual Advisor

Role and responsibilities of Spiritual Advisor: The Spiritual Advisor must be Catholic and be appointed by the President in compliance with National Council Guidelines set forth in the Handbook for Spiritual Advisors dated March 1999, and any amendments thereto. The Spiritual Advisor serves at the pleasure of the President, attends the meetings, participates in the discussions and provides the necessary guidance to the Council and its members on spiritual matters. An ordained (e.g. Bishop, Priest or Deacon) Spiritual Advisor does not vote, however, a lay spiritual advisor (e.g. a Religious sister or brother or other lay person) may vote. All appointments terminate automatically when a new President takes office.

Article 14 - DUTIES OF OFFICERS

President

Role and responsibilities of President: The President attends to the progress of the Conference. The President supports the Conference members in their Vincentian action, helping and assisting them, as circumstances require.

The President ensures that links and communication are effectively maintained between the Conference and the Council to which it is attached (for Isolated Conference as assigned by the Region). The President attends and represents the Conference at District Council meetings. The President develops working relationships with neighboring Conferences, the Parish, and with agencies and governmental welfare organizations within the Conference's responsibilities.

The President shall, in general, supervise all affairs of the Conference. The President shall preside at all meetings of the Conference, and shall be an ex-officio member of all committees.

The President shall have responsibility for governance of the Conference and shall see that all orders and resolutions of the Conference are carried into effect. If the District or (Arch)Diocesan Council does not report to government agencies, the Conference President is responsible for submitting any required reports to said agencies (e.g. Internal Revenue Service or a State agency).

The President will advise the Conference of the requisite financial support that is to be provided to higher Council(s) and the Region annually. If the President were unable to attend and preside at any meeting of the Conference this privilege and duty may be delegated to the Vice President or any Officer.

Vice President(s)

Role and responsibilities of Vice President(s): There must be at least one Vice President. In the event multiple Vice Presidents are appointed one must be designated as the First Vice President. The First Vice President shall perform the duties of the President in the event of the President's temporary absence, and shall have such other duties as the President or Conference may assign. All Vice President(s) collaborate with the President in all matters affecting the Conference. The Vice President(s) shall attend the Conference meetings.

Secretary(ies)

Role and responsibilities of Secretary(ies): There may be more than one Secretary. The Secretary shall attend meetings of the Conference, and ensure that all votes are recorded and minutes kept of all proceedings. The Secretary shall give or cause to be given notice of all meetings of the Conference and shall perform such other duties as may be prescribed by the President.

The Secretary is responsible for ensuring that records are kept of Aggregation, formal documents, meeting attendance and that annual report records are maintained.

Treasurer

Role and responsibilities of Treasurer: The Treasurer shall be responsible for the Conference funds and securities and maintenance of full and accurate accounts of receipts and disbursements in books (official records) belonging to the Conference and the deposit of all monies and other valuable effects in the name and to the credit of the Conference in such depositories as may be designated and approved by the Conference.

The Treasurer shall attend meetings of the Conference. The Treasurer informs members of the Conference's financial position by submitting a written statement at every meeting, and prepares a budget for the Conference, which shall be approved annually.

The Treasurer shall assure the disbursement of funds of the Conference as may be ordered by the Conference taking proper vouchers for such disbursements, and shall assure an account of all transactions, supported by the appropriate documentation and that the financial condition of the Conference is rendered to the President and Conference at the regular meetings, or whenever they may require it.

If required by the Conference, the Treasurer shall give the Conference a bond in such sum and with such surety or sureties as shall be satisfactory to the Conference for the faithful performance

of the duties of the office and for the restoration to the Conference, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money and other property of whatever kind in the Treasurer's possession or under the Treasurer's control belonging to the Conference.

Article 15 - TERMS OF OFFICE AND TERM LIMITS FOR OFFICERS

President

The term of office of the President is three years, once renewable (ending on September 30th of appropriate year). Once a President has served for two three-year terms, that person will not be eligible for re-election as President until a three-year term has elapsed under a different President.

Officers

All Officers selected by the President serve at the pleasure of the President. Such appointments terminate automatically when a new President takes office.

Reappointment

An incoming President may reappoint an Officer or Officers and others who served under the previous President.

Article 16 - FISCAL MATTERS INCLUDING ANNUAL REPORT, AUDITS, INSURANCE, INDEMNIFICATION, ETC.

Faithful to the spirit of non-accumulation of wealth and in accord with Part I of The Rule, 3.14, all Conferences and Councils will use good stewardship in maintaining the Society's assets. The Society uses money and property to help relieve the suffering of those in need and these funds must be handled with the utmost care, prudence, and generosity.

Each Conference will undertake annually, an internal audit and report the results to the District Council or next higher Council and shall submit in a timely manner an annual report to the District Council or in the case of an Isolated Conference to the next higher Council. The following information in appropriate detail is required: assets and liabilities as of the end of the fiscal year; the principal changes in assets and liabilities; the Conference's revenue or receipts; the Conference's expenses or disbursements, the Conference's statistics, stories and service information necessary to fully describe its activities during the previous year. The Treasurer is charged as the responsible Officer to ensure that the Annual Report is submitted.

Conference reporting systems must be in compliance with National Council accountability standards and federal and state law.

The funds of the Society shall be used for the works of the Society, including Vincentian twinning and collaboration in payments for clients. However, no matter how worthy the cause,

the funds shall not be diverted in the form of donations or contributions to other organizations or charities except occasionally for other branches of the Vincentian Family. The Treasurer is charged as the responsible Officer to ensure adherence after consultation with the Conference.

Conferences and Councils zealously manage and maintain the Society's assets. The authority to manage the Society's assets remains exclusively with Councils that may delegate this authority in accordance with The Rule of the Society.

Faithful to the spirit of non-accumulation of wealth the next higher Council will determine annually the percentage of funds of each Conference within their area that will be made available to them. The next higher Council will work with the Conference to direct allocation of such funds, which may not be hoarded as a capital sum, to the service of the poor in their own area or abroad in the poorest areas of the world.

The Conference should look to the District Council and/or (Arch)Diocesan Council if applicable, or in the case of Isolated Conferences to the nearest District or (Arch)Diocesan Council (if applicable) within the Region for indemnification, insurance and conflict of interest policies.

Article 17 - OTHER MATTERS

All Conferences are subject to the National Council's guidance in all areas not specifically covered herein.

Article 18 - INTERNAL REVENUE CODE 501 (C) (3) COMPLIANCE

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.