

CATHOLIC DAUGHTERS OF THE AMERICAS  
COURT #1461 OUR LADY OF PERPETUAL HELP  
**STANDING RULES 2024-2025**

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**The Court**

1. Regular Business Meetings will be held at Our Lady of Perpetual Help Church in the Parish Center or The Gathering Space the first Monday of each month. The meetings will begin at 7:00 pm.

**Exceptions:**

- The September Regular Business Meeting will be held on the second Monday to avoid the holiday. This meeting will be a No Host potluck meeting.
  - No Regular Business Meetings are scheduled during the months of July and August when approved by members at the June meeting.
  - First Saturday meetings for November, December, January and February will replace the Monday meetings for the winter months. Start time at 11:30 with potluck lunch.
2. Annual Dues are \$35.00 and are due in September.
  3. a) The Court may cover the annual State/National dues and insurance for members who have been active and are unable to pay by the use of the newly formed Angel fund.  
The Angel fund: Donated monies from members to use for annual membership dues for ladies who find they are unable to pay.  
b) Dues may be paid by the Court for "Lifetime Members"-those who have had 50 years of continuous membership in CDA at their request.
  4. The Calendar Planning Committee, comprised of Officers and any interested members, will meet annually prior to May.
  5. The Budget Committee will meet prior to the regular business meeting in September and provide the Proposed Budget to the Regent for the September regular business meeting.
  6. Annual fundraisers are: Used Treasures Sale AND Bake Sales-2 or more per year.
  7. Net proceeds from the Annual Tea fundraiser are to be awarded to the Catholic Community Services/Fr. Taaffe Homes (2/3) and Magdalene House (1/3).
  8. The Local CDA Education Contest winners will be awarded monetary gifts.
  9. The Court will participate in the Oregon State Adopt-A-Seminararian program.
  10. The Court will cooperatively participate with the Knights of Columbus in an annual picnic during the summer for their families and/or guest.
  11. A commitment made to the Bereavement Committee is that the Court will provide the meals/refreshments for the past and present CDA members and immediate family members at Funeral receptions.
  12. The Court will pay registration fees for the delegates and alternates representing the Court at the State Conventions or Conferences. The Court will pay registration fees for delegates representing the Court at the National Convention. For other State or National functions, refer to the proposed budget for the year.
  13. The Court may advance committee chairmen up to \$200.00 for any approved event. Chairman will provide receipts and unused funds to the Court.
  14. The Court may purchase milestone pins for those members who reach 25 and 50 years of membership.
  15. Members will volunteer time following procedures as outlined for the Gift Shop on the dates determined by the Planning Committee after weekend Masses and/or special observances.
  16. Bills for the Gift Shop will be paid when due.

17. The Court will pay the District Deputy \$30 for each Financial Review performed for the Court.
18. At Christmas time, gifts will be distributed to the Our Lady of Perpetual Help parishioners who are recommended by our Parish Office or Court members; other gifts will be decided by the Court at a regular business meeting (i.e. Thanksgiving, Christmas, family gifts and gifts for the parish staff).
20. Membership directory and contact information are to be updated in a timely manner.
21. The Financial Secretary will inform the Court of the number of members whose dues are current at the regular December meeting, and the number who are past due.
22. Our Court will participate in the Parish's Annual celebrations.
23. The annual Christmas party will be a shared event with the Knights of Columbus and guests.
24. All Officers have signature authority to open and close Court Financial accounts.
25. Once the proposed budget is approved, expenses and contributions may be paid without an additional vote of approval from the Court.
26. Estate or Moving sale requests are to be approved by the membership. All contracts for Estate and Moving sales must be submitted to the Regent in a timely manner.  
Exception: If a request is time sensitive, a majority of officers is required to approve the sale.
27. Estate and Moving sale proceeds will be distributed as follows:  
65% to Seller; 35% to CDA General Fund.
28. If the Court is requested to clean up after the sale, a fee of \$300 will be taken from the Seller's distribution amount.

### **The Regent**

1. Will send a monthly newsletter to members, prior to the regular meetings, with the exception of July and August. An Agenda will be available prior to regular monthly meetings. She communicates via email, mail and the telephone tree or text.
  - Will include in the September newsletter a reminder that dues are payable in September.
  - Will notify the Court of the number of paid and delinquent members in the January newsletter.
  - Will list sick or ill members in the newsletter for prayer.
2. May appoint the following Chairpersons:

• Legislation	Advent Festival
• Bake Sale	Rosary/America Needs Fatima
• Spiritual Enhancement	Gift shop
• Education Contest	Vocation Support-Seminarians
• Telephone Tree Leaders	Other Committees as needed
• Sunshine Lady/Quality of Life	
• Membership	
• Leadership	
• Annual Tea Committee	
• Used Treasure/Estate/Moving Sale	
• Coffee & Donuts	
• Circle of Love	
• Family Activities	
• Financial & Budget	
• Thanksgiving & Christmas	