



*NATIONAL ASSOCIATION OF SHRINE  
AND PILGRIMAGE APOSTOLATE (NASPA)*

**ARTICLES OF ASSOCIATION AND BYLAWS**

**ARTICLE ONE: Name of Association**

The name of the association shall be:  
National Association of Shrine and Pilgrimage Apostolate

**ARTICLE TWO: Principal Office**

The Executive Board shall be empowered to establish a principal office for the association. The association may have additional offices as may from time to time be designated by its members or the Executive Board.

**ARTICLE THREE: Purposes**

1. To restore the meaning of pilgrimage as a religious and spiritual experience of renewal, thus enhancing a sense of evangelization to a pilgrim people.
2. To cooperate with diocesan directors of pilgrimages and pilgrimage leaders so that the pilgrimage experience will become a spiritual journey of faith.
3. To inspire interest in pilgrimages to the shrines sacred to our Catholic heritage in this country and abroad.
4. To be of service to shrine personnel and directors of pilgrimages in their ministry in a pilgrim people, and to enable collaboration of efforts to this end.



#### **ARTICLE FOUR: Powers**

In furtherance of the objectives described above, but not limited to these, the association shall have power to collect and distribute information, to conduct investigations, to engage in various fundraising activities, to plan and conduct an annual convention, to collect annual membership dues and convention fees, to conduct promotional activities and to hold such property as is necessary to accomplish its purposes.

#### **ARTICLE FIVE: Membership**

There shall be two categories for membership within NASPA:

1. *Shrine Membership* is extended to national or diocesan shrines and may have up to three (3) representatives per shrine.
2. *Sponsor Membership* is extended to non-shrine organizations who support the mission of NASPA and wish to participate in NASPA activities. Sponsor members may have up to three (3) representatives.

Shrine and Sponsor Members who are current in their dues shall enjoy all privileges of the organization including the right to hold an elective office.

Shrine and Sponsor Members **are** entitled and expected to promote the organizations' goals and objectives among the pastoral network of the Catholic Church in the United States.

The Executive Board may suspend any member whose conduct is detrimental to the objectives or interests of the association or by-laws. The Executive Board may expel members only with the approval of the general assembly at the yearly convention.

#### **ARTICLE SIX: Dues and Finances**

1. The association will be financially independent through the following means:



- a. The annual dues for members will be determined by the Executive Board in union with the general assembly.
  - b. The annual convention fees and projects sponsored by the organizations.
  - c. Donations and contributions of various entities and private individuals.
2. The association is designed as a not-for-profit organization. The association shall use its funds only for the objectives and purposes specified in these articles of association and bylaws.

#### **ARTICLE SEVEN: Conventions**

The program for conventions will be planned in such a way that it will feature speakers, workshops, and professional development of interest to the general membership. The program will also contain events relevant to a wide array of personnel. Time will be allotted for separate meetings of each group, if necessary.

1. Those present at the annual convention who are current in their dues, regardless of membership level, shall have one vote per designated representative (with not more than three votes per shrine/sponsor) on official proposals presented to the assembly of members.
2. Officer elections and official proposals are approved by a simple majority of the voting members present at the convention.
3. The Executive Board may also schedule additional workshops outside of the annual convention as a benefit to members.
4. Reimbursable expenses include travel and lodging for NASPA Board Members to attend the Annual Convention. Reimbursements are not to exceed \$750 per person for NASPA Board Members. Qualified expenses



include airfare, mileage and lodging. Meals, ground transportation (car rental, taxis, etc.) or anything else not explicitly mentioned as included will not be eligible for reimbursement. All NASPA Board Members and Convention Planning Committee members (up to 3 representatives) receive complimentary registration for the Annual Convention.

5. NASPA Board will have a representative to the International Shrine Convention

#### **ARTICLE EIGHT: Governance**

1. The association will be governed by the following officers who will be known as the Executive Board:

- a. President.
- b. Vice-President.
- c. Secretary.
- d. Treasurer.
- e. Up to six (6) additional At-Large Members.

2. Terms of Office:

- a. President – Two years as President, renewable for another two-year term.
- b. Vice-President – Two years as Vice-President, renewable for another two-year term.
- c. Secretary – Two years, renewable for another two-year period.
- d. Treasurer – Three years, renewable for another three-year period.



- e. At-Large Members - Two years, renewable for another two-year period.
3. Duties of the President:
    - a. To be primarily responsible for the conventions during his/her years in office.
    - b. To appoint a recording secretary or secretaries to record minutes of the convention in the absence of the Secretary.
    - c. In an election year, to appoint a search committee of three persons to nominate candidates for the office of the President, Vice-President, Secretary, Treasurer, and/or At-Large positions during the annual convention. Members of the search committee cannot be nominated for office.
      - o The President may request that members attending the annual convention vote on suspending the formation of a nominating committee when appropriate.
    - d. To preside at the annual convention.
    - e. To serve as spokesperson for the association to interested parties.
    - f. To choose up to three other members to work with the officers as a planning committee for the annual convention. One person should also be a member of the staff where the convention will be held.
    - g. To authorize extraordinary disbursements up to \$5,000 without Executive Board approval.



- h. To appoint a committee with the approval of the Episcopal Liaison and the Representative of the Shrine and Pilgrimage Apostolate of the United States Conference of Catholic Bishops, for particular issues.
  - i. To call special meetings and appoint committees when there is a need.
  - j. To work with the membership to develop long range programs for the Shrine and Pilgrimage Apostolate.
- 4. To recommend appropriate staffing models (paid positions or contractors) that are subject to Executive Board approval.
- 5. Duties of the Vice-President:
  - a. To preside at the meetings of the organization in the absence of the President.
  - b. To perform other duties assigned to him/her by the President.
  - c. To cooperate with the President in the planning of the annual convention.
- 6. Duties of the Secretary:
  - a. To facilitate all mailings of the association.
  - b. To record and keep the proceedings of the annual convention.
  - c. To be responsible for publishing and distributing the proceedings of the convention.
  - d. To oversee all membership renewal communications.



7. Duties of the Treasurer:
  - a. To maintain all bank accounts and financial records, including notification and reception of the annual dues.
  - b. To monitor the association checking account.
  - c. To take care of normal operational expenses.
  - d. To report to the membership, at the annual convention, the financial status of the association.
  
8. Duties of the At-Large Members:
  - a. To advise the Executive Board on the strategic direction of the organization.
  - b. To chair and participate in committees established by the President.

#### Office Vacancies

In the event of a vacancy in office, including the President, the Executive Board shall have the authority to approve an interim appointment to fill the vacancy until an election can be held at the next annual convention's business meeting.

#### **ARTICLE NINE: Relationship to the USCCB**

1. Episcopal Liaison:
  - a. To represent the concerns of the organization to the United States Bishops.
  - b. To encourage the Pilgrimage Apostolate among Shrine Directors/Rectors, Diocesan Pilgrimage Coordinators, and Pilgrimage Leaders.



- c. To be informed of the activities, elections, and decisions of the organization.
  - d. To promote the apostolate through his own initiatives.
2. Representative of the United States Conference of Catholic Bishops/Office of Evangelization & Catechesis.
- a. To work closely with the Executive Board of the organization.
  - b. To provide suggestions and ideas for development in the service of the organization and apostolate.
  - c. To serve as a link between the Executive Board and Episcopal Liaison.
  - d. To maintain open dialogue with the organization in the light of the policies of the United States Conference of Catholic Bishops.

#### **ARTICLE TEN: Insignia**

The Executive Board may adopt insignia, colors, badges, and flags for the association as it deems desirable.

#### **ARTICLE ELEVEN: Amendments**

Any amendment of/to these Articles of Association or bylaws, may be adopted by a simple majority of the members with the right to vote at the annual convention.

#### **ARTICLE TWELVE: Dissolution**





The association may be dissolved by a vote of two-thirds majority of its full membership.

In the event of dissolution, the assets of the association shall be distributed to another organization exempt from federal income tax under section 501 (c)(3) of the Internal Revenue Code or a corresponding section of any future tax code.

### **ARTICLES OF ASSOCIATION AND BYLAWS**

The foregoing were approved and adopted by the members of the National Association of Shrine and Pilgrimage Apostolate as attested by the following members of the Executive Board.

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Executive Board Member #1

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Position

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Executive Board Member #2

\_\_\_\_\_  
Position

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Executive Board Member #3

\_\_\_\_\_  
Position