

**HOLY CROSS REHABILITATION AND NURSING CENTER**  
**FAMILY COUNCIL**

**BYLAWS**

**I. Name**

The name of the organization shall be the Holy Cross Rehabilitation and Nursing Center (HCRC) Family Council, hereinafter referred to as HCRNC Family Council.

**II. Purpose**

The Mission of the HCRNC Family Council is to:

1. Provide sensitive and caring support for families and friends of new and long-term residents;
2. Comfort, inform, and motivate friends and relatives of nursing home residents;
3. Improve the quality of life, well-being, and happiness of all residents of this nursing home;
4. Provide input on nursing home decisions and act on shared concerns and problems;
5. Promote positive attitudes toward aging and the role of nursing homes in long-term care.

**III. Membership and Attendance**

All members of the Family Council shall have or have had a friend or relative as a resident of HCRNC.

Members of deceased residents are encouraged to continue their active membership.

A staff member from the Social Services Department may attend by invitation of the Family Council and may act in an advisory capacity as a non-voting member.

**IV. Officers and Committees**

Officers of the organization shall be President, Vice President, Secretary, and General Alternate, Treasury (if needed).

The President shall preside over all meetings. In the event of his/her absence, the Vice-President shall preside. In the event of the President and Vice President's absence, the General Alternate shall preside.

The Executive Committee shall consist of the Council officers.

Committees may be set up as needed, by the Executive Committee and may include activities, welcoming, grievance, etc.

**V. Elections**

Elections shall be held once a year in December and the selected people shall serve for one year starting on January 1<sup>st</sup>.

Candidates to be selected shall be presented to the membership for election at the November meeting.

## VI. Meetings

Meetings of the HCRNC Family Council shall be held monthly, on the third Wednesday of every month.

Meeting of the Executive Committee shall be held as deemed necessary by the Executive Committee.

Meetings may be changed with a majority vote of the membership attending a meeting, should the need arise, due to holidays, etc.

## VII. Amendments

Amendments may be made to these bylaws at any regular or special meeting of the Board with a majority vote. The suggested changes are to be read at the previous meeting prior to the voting. Amendments go into effect immediately.

## VIII. Rules of Order

Each meeting will follow the agenda prepared by the President. In case of a dispute, Robert's Rules of Order will be followed. 55% of Board members constitute a quorum. To conduct business there must be a quorum present. Decisions will be made by majority vote.

Each person wishing to speak shall raise their hand and be recognized by the President.