

**BYLAWS**

**OF**

**THE MID-ATLANTIC DISTRICT**

**OF**

**THE CHRISTIAN**

**AND MISSIONARY ALLIANCE**

**Adopted: District Conference 1980**

*Amended: District Conference 2008*

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# **BYLAWS OF THE MID-ATLANTIC DISTRICT**

## **TITLE I - BYLAWS GOVERNING THE CORPORATION**

### **ARTICLE I - PURPOSES**

The purposes of this corporation shall be:

- (a) To promote the cause of the Christian religion.
- (b) To promulgate the doctrines and teachings of The Christian and Missionary Alliance, a church denomination organized and incorporated under the laws of the State of Colorado, and with which denomination this corporation is affiliated and connected.
- (c) To receive, hold, and disburse gifts, bequests, devices and other funds or property for said purposes.
- (d) To own and maintain suitable real estate and buildings for its purposes and to do all things necessary and incident thereto and as provided by the laws of the States of Maryland, Delaware, Virginia, and the District of Columbia and such other states as may come within the boundaries of said corporation.

### **ARTICLE II - OFFICES**

This corporation shall have and continuously maintain within the boundaries of said corporation a registered office and registered agent whose business address is identical with the registered office, and may have other offices within said boundaries as the District Executive Committee may from time to time determine.

### **ARTICLE III - BOARD OF DIRECTORS**

#### **Section A - General Powers, Tenure and Qualifications**

The business and property of the Mid-Atlantic District Corporation shall be managed by the District Executive Committee which shall constitute the Board of Directors. It shall be elected by the District Conference in accordance with Title I, Article IV, Section D of these Bylaws and shall hold office until its successors have been elected and qualified. The members of this committee need not be residents of the State of Maryland. The District Conference shall be the Annual Meeting of the Corporation.

### **Section B - Authority**

The Board of Directors is authorized and empowered to act for and on behalf of the District Conference to acquire, dispose of, improve, mortgage, encumber, lease, rent and convey property, real and personal. The President, Secretary or Treasurer shall execute all documents, deeds and instruments necessary to effectuate the decision of the Board of Directors.

### **Section C - Officers**

The officers of the Corporation shall be the President, Secretary and Treasurer.

The District Superintendent is, by virtue of his office, President of the Corporation. He shall preside at all meetings of the Directors; shall have general supervision of the affairs of the corporation; shall sign or countersign all contracts and other instruments of the Corporation as authorized by the Board of Directors; shall make reports to the Directors and perform all such duties as are incident to his office or are properly required of him by the Board of Directors; shall have the general management of the business and affairs of said Corporation when the Board of Directors is not in session; shall be authorized to employ such labor as may be necessary from time to time to carry on the business of the Corporation; and shall have the general care, supervision, oversight, and management of all property of the Corporation.

In the absence or disability of the President, the Vice Chairman shall preside at regular and duly called meetings, until the Vice-President of the Division of Church Ministries of the parent denomination has appointed an acting Superintendent.

### **Section D - Subordinating Contingencies**

Upon approval of the Board of Directors, the President, the Secretary or the Treasurer may sign any deed or other document necessary to release the reversionary or other contingent interest in the real property of the local church in the event of sale of said church's real property, or to subordinate such interests to a mortgage when it is to the best interest of the church and the District.

### **Section E - Quorum**

A quorum at any meeting of the Board of Directors shall consist of a majority of the membership of the Board.

## **ARTICLE IV - DISTRICT EXECUTIVE COMMITTEE**

### **Section A - Membership**

The District Executive Committee shall consist of the officers of the District (defined in the District Constitution, Article II, Section 3 of the Manual of the parent denomination), the Assistant to the Superintendent/Director of Church Growth and six additional members who shall be representative of the District.

## **Section B - Meetings**

Meetings of the District Executive Committee shall be held quarterly, and at such other time and place that the District Superintendent shall direct. Meetings may be called by the District Superintendent, or by call and consent of a majority of the members of the District Executive Committee, providing due notice has been given to all members.

## **Section C - Vacancies**

Vacancies occurring in the District Executive Committee and any other Standing Committee may be filled by the District Executive Committee until the next District Conference.

## **Section D - Tenure of Office**

“The term of office for all members of the District Executive Committee, with the exception of the officers of the Corporation and the Assistant to the District Superintendent for Church Multiplication shall be four years (with one half of the members being elected at each biennial business District Conference). Committee members, with the exception of the officers and the Assistant to the District Superintendent for Church Multiplication, shall be restricted to two consecutive terms of service. A member having been elected for consecutive terms shall be ineligible to serve for a further term until one year has elapsed from the expiration of the last term for which he was elected.

“The term of office for both the District Secretary and the District Treasurer shall be two years. Consecutive terms may be served without restriction.”

## **Section E – Assistant to the District Superintendent for Church Multiplication**

The Assistant to the District Superintendent for Church Multiplication shall be nominated by the District Superintendent and appointed by the District Executive Committee for a term of four (4) years. He shall serve under the direct supervision of the District Superintendent and shall be amenable to the District Executive Committee. He shall be chairman of the District Church Multiplication Committee. He shall be a member of the District Executive Committee and shall report quarterly to them.

## **Section F - Standing Committees**

The District Executive Committee shall appoint biennially the members of the following Standing Committees for a term of two years. These committees shall report to the District Executive Committee.

### **Paragraph 1 – Committee on Church Health**

This committee shall consist of the District Director for Church Health, who shall serve as chairman, the District Superintendent, and four other members. They shall be responsible to encourage church health throughout the district and to provide resource and consultation on the same. In addition, the committee shall serve as a liaison to the District Executive Committee for various District Disciplemaking ministries.

**Paragraph 2 - Committee on Ministries to Internationals**

This committee shall consist of up to seven members who shall be appointed by the District Executive Committee. The committee shall be responsible to encourage the vision and assist in the implementation of the vision of reaching both specific concentrations of international people groups and multi-cultural communities in the proximity of our existing churches. The committee shall promote the effective exchange of information within the district of successful models of outreach to internationals, and shall advise the Assistant to the Superintendent/Director of Church Growth of targeting ethnic communities for an International church plant.

**Paragraph 3 - Committee on Church Multiplication**

This committee shall consist of the Assistant to the Superintendent for church multiplication, who shall serve as chairperson, the District Superintendent and six other members. There shall be a representative from each state of the District where possible. They shall be responsible to formulate and carry out a definite program for church multiplication within the District.

**Paragraph 4 - Committee on Budget and Finance**

This committee shall consist of four members, including the District Superintendent, District Treasurer, who shall serve as chairman, and two members. This committee shall serve as the District Audit Review Committee. This committee shall recommend at the summer meeting of the District Executive Committee budgets to care for operating expenses of the District, District Development and Christian Education.

**Paragraph 5 – Committee on Missions Mobilization**

This committee on missions mobilization shall consist of the Missions Mobilization Coordinator and five members. The Missions Mobilization Coordinator shall be appointed by the District Executive Committee. The committee shall be responsible to formulate and implement ways to encourage the development of vital missions education and missionary conference ministries in the local church.

**Paragraph 6 – District Superintendent Search Committee**

A District Superintendent Search Committee consisting of six members will be appointed by the District Executive Committee one year prior to the election of a District Superintendent. The District Superintendent Search Committee will receive recommendations and resumes and submit their findings to the Nominating Committee at District Conference.

# **TITLE II - BYLAWS GOVERNING THE DISTRICT CONFERENCE**

## **ARTICLE I – TIME OF DISTRICT CONFERENCE**

The District Conference shall meet annually using the following schedule:

- |  |                          |
|--|--------------------------|
| Business District Conference   | Non-Council years (even) |
| Purpose: election of officers, adoption of budgets, evaluation of the progress of the district ministry, and district legislative matters. |                          |
| Equipping District Conference  | Council years (odd)      |
| Purpose: inspiration, church leadership training, and district and national vision casting.  |                          |

The District Executive Committee will determine the dates for each District Conference.

## **ARTICLE II – COMMITTEES**

### **Section A –Conference Committees**

At least one month prior to District Conference, the District Executive Committee shall appoint the various committees, the committee officers, tellers/ushers, and the assistant secretaries of District Conference. These appointments shall be communicated to all delegates at least two weeks in advance of Conference and at the opening session of District Conference.

Conference Committees shall carefully consider all reports and matters referred to them and shall report their findings to Conference with such recommendations as they may consider advisable.

Conference Committees may also consider other matters normally coming within the scope of their responsibilities not growing out of these reports. Resolutions proposing new legislation presented directly on the floor shall first be referred to a committee before being discussed by the Conference, unless this rule is waived by a two-thirds vote of Conference.

The following shall constitute the Conference Committees, together with any other committees which the District Executive Committee or Conference may from time to time deem necessary.

#### **Paragraph 1 – Committee on Program**

This committee shall present to Conference a program for each session of Conference.

#### **Paragraph 2 – Committee on Nominations**

This committee shall consist of at least five members who shall present to Conference nominations for all offices that the Articles of Corporation and Bylaws may require.

The report of the Committee on Nominations shall be given a first reading early in Conference and shall be posted in a conspicuous place after the first reading. Opportunity for additional nominations and closing of nominations shall be given at the following business session. The committee shall then prepare ballots with the names of the candidates for each office included.

Elections shall follow at a later business session. If it appears at any time that an election is not possible, the rule requiring a lapse of time in the reading of nominations may be suspended by a two-thirds vote of the delegates present and nominations from the floor permitted with the election immediately following.

**Paragraph 3 – Committee on Credentials**

This committee shall present to Conference a complete list of all official and corresponding delegates to Conference, and it shall see that proper credentials of all delegates are filed in accordance with the basis of representation.

**Paragraph 4 – Committee on Legislative Review**

This committee shall consider all district ministry reports and national office reports. This committee may perform its work with the use of sub-committees or may address the reports as a committee of the whole.

**Section B - Standing Committees**

Members of the Standing Committees shall be nominated by the Conference Committee on Nominations and shall function from the close of the Conference that elected them to the closing of the next annual Conference.

**Paragraph 1 – Committee on Rules**

This committee shall consist of three members who shall be elected by Conference for a two-year term. The chairman shall be appointed by the District Superintendent from among its members.

This committee shall consider all legislation referred to it to determine whether it is in proper form and whether or not it may be in conflict with existing legislation or constitutional provisions.

**Paragraph 2 – License, Ordination, and Consecration Council**

The License, Ordination and Consecration Council shall consist of six elected members and the District Superintendent, who shall serve as moderator. Three members shall be elected biennially for a term of four years. Only those ordained members of the Conference who have served The Christian and Missionary Alliance for a period of seven years or more shall be eligible for election to the License, Ordination, and Consecration Council.

The License, Ordination, and Consecration Council shall follow the Uniform Ordination/Consecration Procedures established by the Division of Church Ministries as found in the Manual of the parent denomination.

The License, Ordination, and Consecration Council shall serve as the Committee on Licensing and Discipline. The Uniform Procedure on Licensing as found in the Manual of the parent denomination shall be used as a basis of reference. The Uniform Procedures on Discipline as found in the Manual of the parent denomination shall be used as a basis of reference.

### **ARTICLE III - CREDENTIALS**

The District Superintendent shall issue annually an Official License to all workers of the District upon recommendation of the License, Ordination, and Consecration Council.

### **ARTICLE IV - SPECIAL SESSIONS OF CONFERENCE**

A special session of Conference may be held at the call of the District Superintendent or a two-thirds vote of the District Executive Committee. Such calls shall state clearly the purpose of such special meetings and nothing other than that specified in the call may be considered. The call shall be mailed so as to reach the members of Conference at least two weeks before the scheduled date of the special session.

### **ARTICLE V – RULES OF ORDER**

Conference shall be governed by Robert's Rules of Order, exceptions to be made where there is legislation existing which is not in agreement therewith.

## **TITLE III - BYLAWS GOVERNING GENERAL ADMINISTRATION**

### **ARTICLE I - PASTORAL RESIGNATIONS**

When any pastor desires to resign from his charge, he shall first indicate his intent to the District Superintendent for consultation. He shall then inform his church Executive Committee by letter stating the date and reasons for his resignation. A copy of this letter shall be sent to the District Superintendent.

### **ARTICLE II - FINANCE**

#### **Section A - District Superintendent's Expenses**

All expenses of the District Superintendent shall be paid from the District Operating Budget. This includes travel, housing, and other District related expenses.

### **Section B - Auditing**

The District Executive Committee shall engage an Auditor to audit or review the District's records annually or at such times as may be required by the Executive Committee. The Auditor shall be someone other than an elected official of the District

### **Section C – Fiscal Year**

The Fiscal Year shall begin July 1 and end June 30.

## **ARTICLE III – DISTRICT DIRECTOR OF CHURCH HEALTH**

The District Director of Church Health shall be appointed by the District Executive Committee for a term of one year. He shall give oversight, direction and assistance to the Committee on Church Health as its chairman. His duties shall be defined by the District Executive Committee. He shall present a report to each regular meeting of the District Executive Committee, reflecting the actions, plans and programs of the District Committee on Church Health.

## **ARTICLE IV - ALLIANCE WOMEN**

“The Director of Alliance Women shall be appointed by the District Superintendent and approved by the District Executive Committee. The other three members of the Executive Committee of Alliance Women shall be elected as outlined in their constitution.”

## **ARTICLE V – C&MA MEN’S MINISTRY**

The Coordinator for Men’s ministry shall be appointed by the District Executive Committee. He shall appoint other men in the District to serve as a Men’s Ministry Leadership Team.

## **ARTICLE VI - ATTENDANCE AT CONFERENCE**

It is the responsibility of every official worker to attend District Conference. Official Workers shall not schedule meetings or engagements that conflict with Conference dates and prevent his attendance.

Permission for absence shall be granted only in writing by the District Superintendent.

## **ARTICLE VII - IMPLEMENTATION OF COUNCIL AND DISTRICT DECISIONS**

All legislation duly adopted by General Council and District Conference shall be implemented by the pastors and church boards of every member church.

## **ARTICLE VIII - AMENDMENTS**

These bylaws may be amended by a vote of two-thirds (2/3) of the members present at any regular business meeting of the Annual District Conference. Notice of the proposed amendment shall be given at a previous business session.