

BYLAWS

CHRISTIAN CHURCH IN KANSAS (DISCIPLES OF CHRIST) INC.

A Nonprofit Corporation

(Adopted April 1963 – Amended July 1967, January 1973,
May 1980, May 1986, June 1990 April 1991 and, May 2008)

ARTICLE I

ADMISSION OF ORGANIZATIONS AND ADMINISTRATIVE UNITS

Section 1. APPLICATION

When its application has been presented to the Regional Assembly, favorably reported by the Recommendations/Time & Place Committee and approved by a two-thirds (2/3) vote of the qualified Assembly representatives, any Disciples of Christ missionary, educational or philanthropic interest operating within the State of Kansas may become a cooperating organization under the provisions of the Constitution provided that the organization shall:

- A. Accept the articles of this Constitution and Bylaws;
- B. Submit its Constitution and Bylaws;
- C. Submit its reports to each Regional Assembly and to the Regional Board; and
- D. Agree to cooperate in advancing the goals, aims, and purposes of the Christian Church in Kansas and member administrative units.

Section 2. COOPERATION

In every way within its power under the Constitution, the Regional Assembly shall aid in promoting the work of its cooperating member administrative units.

Section 3. TERMINATION

Application for termination of any member administrative unit may be made to the Regional Assembly providing six (6) months notice has been given to the Regional Board and to the administrative unit by the party applying, and it is reported to the Regional Assembly by the Recommendations/Time & Place Committee, and approved by a two-thirds (2/3) vote of the Regional Assembly. Either the administrative unit or the Christian Church in Kansas may initiate the application for termination.

ARTICLE II

THE REGIONAL ASSEMBLY

Section 1.

The Regional Assembly shall be held as provided in ARTICLE IV, "REGIONAL ASSEMBLY," of the Constitution.

2/5/2008

50 Section 2. REGIONAL ASSEMBLY TIME AND PLACE

51 The time and place of each Regional Assembly shall be recommended by the Recommendations/Time &
52 Place Committee and approved by the Regional Board and the Regional Assembly four years in advance of
53 said Regional Assembly.
54

55 Section 3. REGIONAL ASSEMBLY PLANNING COMMITTEE

- 56
- 57 A. The Regional Assembly Planning Committee Chairperson shall be the Moderator Elect.
 - 58
 - 59 B. In addition to the Chairperson, this committee shall consist of six (6) general members from the host
60 district(s), the Regional Moderator and the local host pastor(s). The committee shall have an equal
61 number of men and women insofar as possible. The members of the Regional Assembly Planning
62 Committee shall be nominated by the Executive Committee in consultation with the Selection
63 Committee for forwarding by the Regional Board to the Regional Assembly for approval.
64
 - 65 C. The Regional Assembly Planning Committee shall report regularly to the Regional Board during its activity.
66

67 Section 4. VOTING

68 Voting by the qualified representatives at the Regional Assembly shall be made by voice, except in case of
69 a doubtful result, when the chair may order a rising vote or, if the results are still in question, a vote count.
70

71 Section 5. QUORUM

72 A quorum for transacting business at the Regional Assembly shall be the voting representatives present
73 and voting at each business session of the assembly.
74

75 Section 6. BUSINESS SESSIONS

- 76
- 77 A. Business of the Regional Assembly shall be conducted by the voting representatives. The number of
78 voting representatives from each congregation shall be determined by the participating membership as
79 recorded in the latest available *Year Book & Directory of the Christian Church (Disciples of Christ)*.
80
 - 81 B. All business sessions of the Regional Assembly shall be open to all members of the Christian Church
82 in Kansas as defined in Article III, "MEMBERSHIP," of the Constitution. Any person shall under the
83 usual rules of order, be permitted to speak on matters of business before the assembly, except
84 when such permission is withdrawn by the vote of two-thirds (2/3) of the voting representatives
85 present. Such withdrawal of consent shall not be assumed to continue beyond the session in which
86 it is voted.
87
 - 88 C. The Regional Board shall present routine items of business directly to the Regional Assembly.
89

90 **ARTICLE III**
91 **ELECTIONS**
92

93 Section 1. SELECTION COMMITTEE

- 94
- 95 A. The task of the Selection Committee is to identify and nominate potential regional leaders from
96 Kansas Disciples congregations, to nurture and encourage potential leaders and to encourage their
97 development by recruiting them to attend specific training or growth events. The chairperson of the
98 Selection Committee shall be the Second Vice Moderator.
99

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- 100 B. In addition to the chairperson, the Selection Committee shall consist of two (2) members elected by
101 each District with no more than one (1) from any congregation. The term of office shall begin with
102 their election and be for two (2) years. Members of the Selection Committee shall be limited to two
103 successive terms of office.
104
- 105 C. The Selection Committee shall nominate persons who actively support the regional and general
106 expressions of the Christian Church (Disciples of Christ). The Selection Committee shall seek in its
107 nominees a balance of clergy and laity, male and female, except as otherwise specified in this
108 Constitution and Bylaws.
109
- 110 D. Nominations by the Selection Committee for Ministries, their committees and task forces shall be
111 submitted to the Executive Committee and be approved by the Regional Board.
112

113 Section 2. OUTLINE OF PROCEDURE
114

- 115 A. The Selection Committee shall meet at least annually. The committee shall report at a business
116 session of the Regional Assembly.
117
- 118 B. The Selection Committee shall make nominations for:
119 1. Officers of the Christian Church in Kansas;
120 2. Two (2) ecumenical members to the Regional Board, one (1) representing the United Church
121 of Christ and one (1) from a different North American communion elected for two (2) year
122 terms with a limit of two (2) terms;
123 3. One (1) Representative to the General Board;
124 4. Representatives to the General Assembly;
125 5. Six (6) members of the Regional Assembly Program Planning Committee;
126 6. Such others as needed.
127
- 128 C. The Retiring Moderator shall be considered for nomination as a voting member of the General Board
129 when the position of the General Board member from Kansas is open.
130
- 131 D. The Presidents of Kansas Disciples Men and Kansas Disciples Women shall be elected by their respective
132 organizations at the time of the Regional Assembly in accordance with their own bylaws.
133
- 134 E. The Moderators of the Districts, who serve as members of the Regional Board, shall be chosen by their
135 Districts.
136
- 137 F. The Selection Committee shall give consideration to the recommended nominees for the boards of
138 member administrative units. The names of these nominees must be in the hands of the Selection
139 Committee at least sixty (60) days prior to the Regional Assembly. In consultation with the respective
140 unit, the Selection Committee has the privilege of naming an alternative nominee.
141
- 142 G. Nominations may be made from the floor of the Regional Assembly by any voting representative.
143
- 144 H. Nominations by the Selection Committee or from the floor may be made only with the previous consent
145 of the nominee.
146

147 **ARTICLE IV**
148 **RECOMMENDATIONS/TIME & PLACE COMMITTEE**
149

2/5/2008

150 Section 1.

151 There shall be a Recommendations/Time & Place Committee of the Christian Church in Kansas as
152 specified in ARTICLE IV, "REGIONAL ASSEMBLY," Section 6, C. of the Constitution.

153

154 Section 2. PERSONNEL

155

156 A. There shall be two (2) representatives from each District, one man and one woman.

157

158 B. The District Representatives to the Recommendations/Time & Place Committee shall be chosen by the
159 Districts for terms of two (2) years each.

160

161 C. The Third Vice Moderator shall serve as the Chairperson of the Recommendations/Time & Place
162 Committee. At the first meeting of the Recommendations/Time & Place Committee following the
163 Regional Assembly, the Recommendations/Time & Place Committee shall elect a Vice Chairperson
164 and a Secretary who shall hold office through the next Regional Assembly or until their successors
165 are duly elected and qualified.

166

167 D. In the event of an absence of a District Representative, the Chairperson of the Selection Committee is
168 authorized to ask the ranking officer of that District in attendance at the Regional Assembly to appoint an
169 alternate District Representative to the Recommendations/Time & Place Committee.

170

171 Section 3. PROCEDURE

172

173 A. Items for the business session of the Regional Assembly shall be limited to the following:

174

175 1. Reports;

176

176 2. Operational, Policy, and Organizational Business Items;

177

177 3. Study Documents;

178

178 4. Items for Reflection and Research;

179

179 5. Sense-of-the-Assembly Resolutions.

180

180 B. All administrative units which relate to the Christian Church in Kansas shall submit their annual reports,
181 including a financial report, to the Regional Board. In the year in which the Regional Assembly meets, the
182 Regional Board shall forward the reports to the Recommendations/Time & Place Committee along with
183 any recommendations that the Board may make. Copies of such reports shall be submitted to the
184 congregations sixty (60) days prior to the Regional Assembly.

185

186 C. All resolutions, except courtesy resolutions, shall be in the hands of the Regional Minister/President
187 ninety (90) days prior to the Regional Assembly and submitted to the congregations sixty (60) days prior to
188 the Regional Assembly. This provision may be waived if the resolution is an emergency item. Any item of
189 business may be considered an emergency item if its content is of such nature that it could not have been
190 regularly submitted ninety (90) days prior to the Regional Assembly. Such items of business may be
191 submitted by six (6) or more voting delegates of the Regional Assembly from not fewer than three (3)
192 Disciples congregations. The Recommendations/Time & Place Committee, in consultation with the
193 Moderator and Regional Minister/President, shall rule whether the resolution proposed is an emergency
194 resolution or not. Decisions of the Recommendations/Time & Place Committee concerning whether a
195 resolution qualifies as an emergency resolution may be appealed to the Executive Committee which has
196 final authority. The submitting group may be present during the appeal process. No resolution or matter
197 of business shall be presented to the Committee less than twelve (12) hours before the last business
198 session of the Regional Assembly.

199

- 200 D. The Recommendations/Time & Place Committee may present courtesy resolutions without prior notice.
201
202 E. Resolutions may be presented by any member congregation or administrative unit, by ten (10) individual
203 members of Disciples congregations, by the Regional Board or any organization of the Christian Church in
204 Kansas. All resolutions shall be accompanied by a written statement setting forth the reasons that the
205 submitting group deems it necessary or advisable for the Regional Assembly to consider the subject
206 matter addressed by the resolution as well as with any other supporting data or rationale that will assist in
207 the understanding of the full import of the resolution by the Recommendations/ Time & Place Committee
208 and the Regional Assembly.
209
210 F. A resolution shall not be eligible for consideration if a resolution on the same subject has been acted upon
211 by the immediately previous Regional Assembly unless its content or the circumstance leading to its
212 submission is substantially different. In preparing the docket for the Regional Assembly, the
213 Recommendations/Time & Place Committee in conjunction with the Regional Minister/President or
214 his/her designee shall determine whether a resolution qualifies under this rule. If it is determined that a
215 resolution does not qualify, this fact and the reasons for the decision shall be made known to the
216 submitting organization and reported to the Moderator. If the submitting organization is dissatisfied with
217 the decision, it may appeal to the Executive Committee for final decision.
218

219 Section 4. MEETINGS

220 The Recommendations/Time & Place Committee shall meet approximately seventy-five (75) days prior to
221 the meeting of the Regional Assembly upon call of the Chairperson.
222

223 Section 5. REPORTING

- 224
225 A. All recommendations and resolutions shall be reported to the Regional Assembly business session as
226 submitted; however, following the presentation of a recommendation or resolution as submitted, the
227 Recommendations/Time & Place Committee may submit to the Assembly a rewrite of the
228 recommendation or resolution with their statement of their reason for it. If the substitute item fails, the
229 original recommendation or resolution comes immediately to the floor of the Regional Assembly.
230
231 B. The Recommendations/Time & Place Committee may recommend the approval, disapproval or referral to
232 a designated group for further investigation or study of the recommendation or resolution in its original or
233 rewritten form.
234
235 C. While in a business session, the Regional Assembly may approve, disapprove or refer the
236 recommendation to a designated group for further investigation and study.
237
238 D. While in a business session the Regional Assembly may, through proper parliamentary procedure, send a
239 recommendation or resolution back to the Recommendations/Time & Place Committee to be rewritten
240 according to the wishes of the Regional Assembly.
241
242 E. The decision of the Regional Assembly shall be the determining voice in regard to all recommendations
243 and resolutions. The Regional Board shall not reverse a decision of the Regional Assembly.
244
245

246 **ARTICLE V**
247 **DUTIES OF OFFICERS**
248

249 Section 1. THE MODERATOR

250 The Moderator shall fulfill all the usual duties of such an officer, preside at all business meetings of
251 the Regional Assembly, and preside at meetings of the Regional Board and Executive Committee.
252

253 Section 2. MODERATOR ELECT

254 The Moderator Elect shall be a member of the Executive Committee and Regional Board. The
255 Moderator Elect shall serve as Chairperson of the Regional Assembly Planning Committee.
256

257 Section 3. THE FIRST VICE MODERATOR

258 The First Vice Moderator shall perform all of the usual duties of such an officer. The First Vice
259 Moderator shall preside at business meetings of the Regional Assembly, meetings of the Regional
260 Board, and meetings of the Executive Committee in the absence of the Moderator. The First Vice
261 Moderator shall serve as Chairperson of the biennial Regional Event Committee.
262

263 Section 4. THE SECOND VICE MODERATOR

264 The Second Vice Moderator shall perform all the usual duties of such an officer. The Second Vice
265 Moderator shall preside at business sessions of the Regional Assembly, meetings of the Regional
266 Board, and meetings of the Executive Committee in the absence of both the Moderator and First
267 Vice Moderator. The Second Vice Moderator shall serve as Chairperson of the Selection
268 Committee.
269

270 Section 5. THE THIRD VICE MODERATOR

271 The Third Vice Moderator shall perform all the usual duties of such an officer. The Third Vice
272 Moderator shall preside at business sessions of the Regional Assembly, meetings of the Regional
273 Board and meetings of the Executive Committee in the absence of the Moderator, First Vice
274 Moderator and Second Vice Moderator. The Third Vice Moderator shall serve as Chairperson of the
275 Recommendations/Time & Place Committee.
276

277 Section 6. THE CORPORATE SECRETARY

278 The Corporate Secretary shall keep the minutes and records of all regular and special business
279 meetings of the Regional Assembly, meetings of the Regional Board, and meetings of the Executive
280 Committee. The Corporate Secretary shall perform such other duties as are assigned.
281

282 Section 7. THE CORPORATE TREASURER

283 The Corporate Treasurer shall be responsible for supervising the receiving, recording and depositing all
284 funds in the proper accounts. The Corporate Treasurer shall be responsible for supervising the disbursing
285 of all funds according to the authority designated to the Corporate Treasurer by the Regional Board, and
286 make a report at each regular meeting of the Executive Committee and the Regional Board. The
287 Corporate Treasurer shall also make an annual summary report following the close of the fiscal year to be
288 published in the approved organ of the Christian Church in Kansas.
289

290 **ARTICLE VI**
291 **CALLED AND EMPLOYED STAFF**
292

293 Section 1. AUTHORITY

294 The Regional Board, acting on behalf of the Christian Church in Kansas, shall have power to call or employ
295 such staff as may seem necessary to promote the program of the Christian Church in Kansas and
296 accomplish the purposes, goals and objectives of the Christian Church in Kansas. The Regional Board shall
297 have power to fix compensation, establish conditions and duration of service, delegate such duties as it
298 may see fit, and determine all other matters pertaining to called or employed staff not otherwise specified
299 in the Constitution and Bylaws.

2/5/2008

- 300
301 Section 2. REGIONAL EXECUTIVE AND SUPPORT STAFF
302
303 A. The Executive Staff shall include the Regional Minister/President, the Deputy and Associate Regional
304 Ministers and, unless otherwise denoted, Contract Staff. Contract Staff are those persons called to fulfill
305 specific responsibilities for the Christian Church in Kansas.
306
307 B Support Staff are all other paid employees.
308

- 309 Section 3. CALL AND EMPLOYMENT OF STAFF MEMBERS
310
311 A. The Executive Committee shall serve as the Personnel Committee to work with the Regional
312 Minister/President in nominating and recommending the call or employment of all other paid staff.
313 Employment shall be subject to the approval of two-thirds (2/3) majority of the Regional Board.
314
315 B. Associate Regional Ministers may be nominated through the Regional Minister/President to the Executive
316 Committee by the groups responsible for the specific work involved. Upon the recommendation of the
317 Regional Minister, the Executive Committee may designate one of the Associate Regional Ministers as the
318 Deputy Regional Minister.
319
320 C. The services of any called or employed staff member may be terminated in accordance with the region's
321 current Personnel Policy.
322

- 323 Section 4. RETIREMENT
324
325 A. All called or employed staff persons shall retire at seventy (70). The Regional Board may grant individual
326 extensions on an annual basis.
327
328 B. It shall be the policy to pay pension and Social Security allowances where applicable so that retirement
329 benefits may be possible.
330

- 331 Section 5. PERSONNEL COMMITTEE
332
333 A. A Personnel Committee of five to seven (5-7) members shall be appointed by the Executive Committee
334 and approved by the Regional Board.
335
336 B. The Personnel Committee shall have responsibility for working with the Executive and Support Staff
337 regarding job performance, expectations, policies and complaints. They shall be responsible for reporting
338 to the Executive Committee and for recommending policy changes in staff relationships.
339
340 C. Members shall be appointed for a two-year term. They shall be selected on the basis of their
341 understanding of the needs of the regional church and their personal capabilities. They may succeed
342 themselves twice in the position.
343
344 D. The chairperson of the Personnel Committee shall be appointed from the members of the Regional
345 Board.
346

347 **ARTICLE VII**
348 **BOARD OF DIRECTORS**
349

2/5/2008

350 Section 1. PERSONNEL

351

352 A. The membership of the Board of Directors of the Christian Church in Kansas, herein called the Regional
353 Board, shall be composed of those persons designated in ARTICLE VI, "BOARD OF DIRECTORS," of the
354 Constitution.

355

356 B. Representatives of the Districts shall be the District Moderators.

357

358 C. Members of the Regional Board elected by the Regional Assembly shall take office at the close of the
359 Regional Assembly. Members of the Regional Board elected by the Districts shall take office at the next
360 Regional Board meeting following their election.

361

362 D. At no time shall there be more than two (2) members, other than ex officio members, of the same
363 congregation serving on the Regional Board; provided, however, that in those cases where a member of
364 the Regional Board transfers his/her church membership to another congregation, such membership, for
365 the duration of his/her current term, shall not be considered when computing the maximum number of
366 members of that congregation which may serve on said board.

367

368 Section 2. TERMS OF OFFICE

369

370 A. Officers of the Regional Board shall be elected for two-year terms. The Moderator, Moderator Elect, and
371 Vice Moderators may not succeed themselves.

372

373 B. The Corporate Secretary and Corporate Treasurer may succeed themselves in office.

374

375 C. District Moderators shall be elected in accordance with their District Guidelines.

376

377 D. The Chairperson of each Ministry shall be appointed as provided in ARTICLE IX of these Bylaws.

378

379 E. All elected officers shall continue in office until their successors have taken office.

380

381 Section 3. MEETINGS

382

383 A. The Regional Board shall hold at least two (2) meetings each year. When a Regional Assembly occurs
384 during the year, one of the board meetings shall be in conjunction with the Regional Assembly.

385

386 B. Other meetings may be called by the Moderator of the Regional Board, by the Executive Committee, or on
387 written request signed by five (5) or more members of the Regional Board.

388

389 C. A Quorum shall consist of a majority of the members of the Regional Board.

390

391 D. The expenses of voting members of the Regional Board for attendance at all regular or special meetings of
392 the Regional Board, except the one held immediately preceding and/or following the Regional Assembly,
393 shall be paid from the treasury of the Christian Church in Kansas. Expense allowances shall be
394 recommended by the Executive Committee and approved by the Regional Board. A schedule of
395 allowances and policies governing them shall be drawn up by the Executive Committee, approved by the
396 Regional Board, and given to each Regional Board member. Such allowances shall be reviewed annually.

397

398 Section 4. RESPONSIBILITIES

399

2/5/2008

- 400 A. The Regional Board shall have power to fill vacancies of the elected officers of the Christian Church in
401 Kansas. Tenure of office limitations shall apply only after those appointed have been selected and served
402 one full term.
403
- 404 B. At each regular meeting, the Regional Board shall receive and act upon reports and recommendations of
405 each member of the Executive Staff, the Executive Committee and the Corporate Treasurer.
406
- 407 C. The Regional Board shall have power to appoint standing and/or special committees to achieve the
408 purposes, plans and programs of the Christian Church in Kansas. Expenses for committee members in
409 attendance at called meetings shall be paid by the Christian Church in Kansas. The schedule of expenses
410 shall be the same as for the Regional Board members at board meetings.
411
- 412 D. The Regional Board shall review the plans and programs of all Ministries and approve budget allocations
413 for each area of work.
414
- 415 E. For time sensitive matters, the Regional Board may vote by mail ballot, online form or other appropriate
416 communications means by which a reply can be verified. All such votes shall be ratified at the next
417 Regional Board meeting.
418

419 **ARTICLE VIII**
420 **EXECUTIVE COMMITTEE**
421

422 Section 1. MEMBERSHIP

423 The Executive Committee shall be composed of the elected officers of the Christian Church in
424 Kansas, the General Board member from Kansas and the chairs of the Regional Priority Ministry.
425 Members without vote shall be the Executive Staff, the Corporate Secretary and the Corporate
426 Treasurer.
427

428 Section 2. MEETINGS

429 The Executive Committee shall hold a regular meeting immediately preceding each meeting of the
430 Regional Board and special meetings subject to call by the Moderator and/or the Regional
431 Minister/President.
432

433 Section 3. QUORUM

434 The majority of the Executive Committee members shall constitute a quorum.
435

436 Section 4. OTHER DUTIES

- 437
- 438 A. The Executive Committee shall receive and review all plans and recommendations of all Ministries,
439 committees and task forces and the agenda for each meeting of the Regional Board.
440
- 441 B. The Executive Committee shall study and make recommendations to the Regional Board upon all matters
442 affecting general policy and program.
443
- 444 C. The Executive Committee shall review budget requests and audits and make recommendations to the
445 Regional Board.
446
- 447 D. For time sensitive matters, the Executive Committee may vote by mail ballot, online form or other
448 appropriate communications means by which a reply can be verified. All such votes shall be ratified at the
449 next Executive Committee meeting.

ARTICLE IX
MINISTRIES

Section 1. DESCRIPTION

The mission of the Christian Church in Kansas shall be carried out through Ministries. Each Ministry shall have responsibility for planning, implementing, and evaluating their area of mission. The Ministries shall work under the general direction of the Regional Board.

A. The priorities of the **Priority Ministry** shall be established by the Regional Board and approved by the Regional Assembly. Priorities shall directly address the purpose of the Christian Church in Kansas as expressed in the Constitution. There shall not be more than three priorities at a time. There shall be a separate committee for each priority. Each Priority shall have a Chairperson appointed to serve a two year term with a three term limit. The Priority Chairpersons shall serve on the Executive Committee and the Regional Board. In consultation with the Priority Chairpersons, committees of six (6) members for each priority shall be appointed for two year terms with a three term limit.

B. The **Event Ministry**, in addition to the biennial Regional Assembly, shall include a region-wide major leadership development event in the off year of the Regional Assembly in the usual time frame for the Regional Assembly. This event may offer a speaker, worship and a wide selection of seminars and workshops to meet the needs of Kansas Disciples congregations and members. The Chairperson for this biennial Regional Event shall be the First Vice Moderator. The Committee for this event shall be appointed from the host district(s) two years in advance in consultation with the First Vice Moderator. The Event Committee shall consist of six (6) members and the local host pastor(s). They may not succeed themselves.

The Event Ministry shall also include Regional Mission Trips within Kansas, the United States and foreign countries. The country in which the Kansas Global Mission Partner is serving shall be a priority destination. A Regional Mission Trip Coordinator shall be appointed for a two year term with a three term limit. The Regional Mission Trip Coordinator shall serve on the Regional Board. In addition to organizing and leading mission trips, the Regional Mission Trip Coordinator shall also facilitate visits when the Kansas Global Mission Partner is available for Kansas visits.

C. The **Camp and Conference Ministry** shall be responsible for developing and implementing opportunities for Christian growth for all ages and for the maintenance and development of facilities to meet the demands of The Christian Church in Kansas. A Camp and Conference Ministry Committee shall do long range planning and oversee the work of a Camp and Conference Program Task Force and a Facility Task Force. A Camp and Conference Ministry Chairperson shall be appointed for a two year term with a limit of three terms. The Camp and Conference Ministry Chairperson shall serve on the Regional Board. In consultation with the Camp and Conference Ministry Chairperson and Staff Consultant, Camp and Conference Ministry Committee members, Task Force chairs and members shall be appointed for two year terms with a limit of three terms.

D. The **Clergy Care Ministry** shall be responsible for those areas that relate to professional ministry of the church. This includes such areas as recruitment, licensing and ordination of ministers, ministerial support, ministerial standing, continuing education and other similar concerns. A Clergy Care Ministry Chairperson shall be appointed for a two year term with a limit of three terms. The Clergy Care Ministry Chairperson shall serve on the Regional Board. In consultation with the Clergy Care Ministry Chairperson, chairs and members of the Clergy Care Ministry committees shall be appointed for two year terms with a limit of three terms. Clergy Care Ministry committees shall include the Committee on the Order of Ministry

500 (COM), the Committee on Licensed Ministry (COLM) and the Scholarship Committee (SC). The Committee
501 on Standing (COS) shall be comprised of the Regional Minister, the Staff Consultant, the Chairperson of
502 Clergy Care Ministry and the COM, COLM, and SC chairpersons.

503
504 E The **Resources Ministry** shall coordinate funding efforts to support the mission of the Christian Church in
505 Kansas. Task areas shall include Disciples Mission Fund (DMF), Reconciliation, the Christmas Offering, the
506 Annual Fund, Regional Capital Campaigns and Stewardship Education. A Resources Ministry Coordinator
507 shall be appointed for a two year term with a limit of three terms. The Resources Ministry Coordinator
508 shall serve on the Regional Board. In consultation with the Resources Ministry Coordinator, Task Chairs
509 for each of the task areas shall be appointed for two year terms with a limit of three terms. The Resources
510 Ministry Coordinator and the Task Chairs shall comprise the Resources Ministry Committee.

511
512 F. The **Fellowship Ministry** shall include the regional fellowship groups. Kansas Christian Youth Fellowship
513 (KCYF) shall be responsible for planning and promoting youth work. Kansas Disciples Men (KDM) shall be
514 responsible for planning, directing and promoting men's work. Kansas Disciples Women (KDW) shall be
515 responsible for planning, directing and promoting women's work. The moderator/presidents of the
516 Fellowship Ministry shall serve on the Regional Board.

517

518 Section 2. STANDING COMMITTEES AND TASK FORCES

519
520 A. Standing committees and task forces may be recommended by a Ministry to assume the responsibility for
521 an area of work.

522
523 B. The purpose, size and description of responsibilities of each proposed standing committee and task force
524 will be presented by the Ministry to the Executive Committee for approval, especially as the proposal
525 relates to budget, time, program priorities, and personnel concerns. Subject to these considerations, any
526 proposed standing committee or task force must be presented for final approval by the Executive
527 Committee to the Regional Board.

528
529 C. The Ministries may suggest names of chairpersons of proposed standing committees and task forces, as
530 well as possible committee members, to the Executive Committee. The appointment of these
531 chairpersons and the naming of the committee members will be done by the Executive Committee in
532 consultation with the Selection Committee and the Regional Minister/President, subject to the final
533 decision of the Regional Board.

534

535 Section 3. MEETINGS

536 The Ministries shall meet as they deem necessary for the planning of their programs and upon call of the
537 Executive Committee for joint planning.

538

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542 Section 4. STAFF

543 Request for particular staff persons to work with any Ministry, committee or task force may be made.
544 Actual staff assignments shall be made by the Regional Minister/President in consultation with the
545 chairperson involved.

546

547

548 **ARTICLE X**

549 **PERMANENT AND ENDOWMENT FUNDS**

2/5/2008

550 Section 1. RESPONSIBILITY

- 551
- 552 A. The Executive Committee shall have the responsibility of overseeing all Permanent and Endowment
- 553 Funds.
- 554
- 555 B. Additional personnel may be employed upon the recommendation of the Executive Committee and with
- 556 approval of the Regional Board.
- 557

558 Section 2. FUNCTION

- 559
- 560 A. The Christian Church in Kansas is authorized to receive and accept gifts, real estate, or other securities and
- 561 carry the same in its funds at fair market value.
- 562
- 563 B. An Investment Advisory Committee [IAC] shall be appointed by the Executive Committee to give oversight
- 564 to the investment of the Regional Church's Permanent and Endowment Funds. The IAC shall be
- 565 authorized to establish an investment policy for the handling of such funds, subject to approval by the
- 566 Executive Committee.
- 567
- 568 C. The Christian Church in Kansas shall not loan any of these Funds to the General Fund, to any member of
- 569 the Regional Board, or to any congregation, unless such a loan is first approved by the Regional Board.
- 570
- 571 D. The net income from the Invested Funds will be paid as designated by the Funds. Net income is defined
- 572 as interest and earnings plus dividends minus administrative fees.
- 573
- 574 E. A report of the Invested Funds shall be made to the Executive Committee at its meetings. The Executive
- 575 Committee may forward such a report to the Regional Board for informational purposes.
- 576

577 Section 3. HANDLING OF FUNDS

- 578
- 579 A. The assets of the Permanent and Endowment Funds shall be invested according to the established
- 580 Investment Policy of the Regional Church.
- 581
- 582 B. Checks on these funds shall be signed by the Corporate Treasurer of the Christian Church in Kansas or the
- 583 Regional Minister/President and an additional signatory designated by the Executive Committee.
- 584
- 585 C. The Regional Minister/President and the Corporate Treasurer shall be bonded in amounts fixed by the
- 586 Regional Board.
- 587
- 588
- 589
- 590

591 Section 4. BONDS

- 592 The Executive Committee, acting upon the recommendation of the Investment Advisory Committee, shall
- 593 have the authority to establish policies pertaining to the issuance of Annuity Bonds (Annuity Gift
- 594 Agreements) and Trust Annuity Bonds.
- 595

596 Section 5. MEMORIALS AND NAMED FUNDS

- 597
- 598 A. Bequests, annuities and other special gifts may be made as memorials or named funds.
- 599

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600 B. An "Expression of Appreciation" of such gifts shall be published in the official organ of the Christian Church
601 in Kansas as recognition of such gifts.
602

603 Section 6. RESERVE FUNDS
604

605 A. The Reserve Funds, within the Invested Funds, are to stabilize the regular funds and shall be used for no
606 other purpose.
607

608 B. The "General Reserve" is made up of funds transferred from time to time from the General Funds. This
609 Reserve Fund may be drawn upon for the General Fund in time of need. Such transfer shall first be
610 approved by the Regional Minister/President or his/her designee.
611

612 C. "Investment Reserve" is made up of profits on investments, and 30% of matured Annuity Bonds (if any).
613 This Reserve Fund may be drawn upon to make up any investment loss, and for the amount the Christian
614 Church in Kansas pays in annuity in excess of its net earning on the same amount of investments.
615

616 Section 7. AUTHORITY TO EXECUTE PAPERS
617

618 A. The Moderator (or one of the Vice Moderators in the Moderator's absence) and the Regional
619 Minister/President are authorized and empowered to sign and execute Deeds, Mortgages, Contracts,
620 Agreements, Annuity Bonds, and other legal documents for and in the name of the Christian Church in
621 Kansas. Full report of such actions shall be made through the Executive Committee to the Regional Board.
622

623 B. The Moderator (or one of the Vice Moderators in the Moderator's absence) and the Regional
624 Minister/President are authorized and empowered to borrow money and provide securities to complete
625 whatever transactions are necessary to care for the actions of the Regional Board.
626

627 C. The Regional Minister/President shall have authority to affix the official seal of the Christian Church in
628 Kansas to documents that require the same.
629

630 **ARTICLE XI**

631 **DISTRICT ORGANIZATION'S RELATION TO REGION**
632

633 Districts shall be established in accordance with ARTICLE IX, "DISTRICTS," of the Constitution. The Districts shall
634 be expected to support and help implement Christian Church in Kansas programs. The Districts may organize
635 themselves for their own programs in any way they choose. They may create and carry out their own programs,
636 and will be responsible for making any selections of persons for Christian Church in Kansas program and activities
637 when requested by the Regional Church. The Districts shall present program reports including (but not limited to)
638 finances, cluster activities, etc. to the Regional Board.
639

640 **ARTICLE XII**

641 **FINANCES**
642

643 Section 1. FISCAL YEAR

644 The fiscal year of the Christian Church in Kansas shall be from January 1 each year through
645 December 31 of the same year.
646

647 Section 2. TREASURY
648

649 A. The Christian Church in Kansas shall operate under a single treasury.

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- 650
651 B. Bookkeeping shall be done through the Regional Church Office.
652
653 C. Expenditures shall be paid by checks co-signed by the Corporate Treasurer or the Regional
654 Minister/President and an additional signatory designated by the Executive Committee.
655
656 D. Funds may be deposited in one or more banks or other financial institutions as may be determined by the
657 Regional Minister/President in consultation with the Executive Committee or the Regional Board.
658
659 E. Bills shall be paid only upon authorization of the Regional Minister/President or the person he/she
660 designates. Expenditures for items costing \$3,000 or more not in the approved budget must receive
661 Regional Board approval.
662
663 F. A financial report will be made to the Regional Board during its regular meetings.
664

665 Section 3. BOND

666 All officers or employees of the Christian Church in Kansas who handle or have access to the funds of the
667 Regional Church shall give good and sufficient surety bond to the Christian Church in Kansas for their
668 faithful performance as directed by the Regional Board. The bond shall be paid for by the Christian Church
669 in Kansas.
670

671 Section 4. BUDGET

- 672
673 A. The budget for each Ministry shall originate in each Ministry and then be submitted to the Executive
674 Committee.
675
676 B. The budget of the Christian Church in Kansas shall be fixed by the Executive Committee and shall be
677 established in recognition of the needs and areas of work related to the Christian Church in Kansas. Said
678 budget shall be approved by the Regional Board.
679
680 C. The Regional Board shall have authority to make budget adjustments during the fiscal year to meet
681 unforeseen circumstances as they arise. The Regional Board shall honor all specific and designated funds
682 and current contractual agreements. However, the approved budget shall be maintained in substantially
683 the same form as adopted.
684
685 D. Neither the Regional Board nor its officers shall incur any indebtedness on behalf of the Christian Church
686 in Kansas that shall exceed the sum of \$50,000 for current budgetary expense. However, this limitation
687 shall not apply to capital investments made upon authorization of the Regional Board.
688

689 Section 5. AUDIT

- 690
691 A. The Executive Committee shall be authorized to employ a qualified auditor subject to the approval of the
692 Regional Board.
693
694 B. An Annual Audit shall be made at the close of each fiscal year of all funds, accounts, operational budget,
695 permanent and endowment funds, and all other financial holdings of the Christian Church in Kansas, and a
696 copy of the same shall be filed with the Regional Minister/President. A copy of the same shall be shared
697 annually with the Regional Board.
698
699

ARTICLE XIII

2/5/2008

PARLIAMENTARY PROCEDURE

700
701
702 Section 1.
703 Parliamentary Procedure shall be governed by the most current revision of *Roberts' Rules of Order*
704 except as otherwise defined in this Constitution and Bylaws.
705
706 Section 2. PARLIAMENTARIAN
707 With approval of the Executive Committee, the Moderator shall appoint a parliamentarian to serve
708 at the business sessions of the Regional and Special Assemblies.
709

ARTICLE XIV
AMENDMENTS

710
711
712
713 These By-Laws may be amended by a two-thirds (2/3) vote of the membership of the Regional Board at any
714 regular meeting of the Regional Board provided, however, the proposed amendment has been submitted in
715 writing to every member of the Regional Board at the regular meeting of the Regional Board prior to that in which
716 the action is proposed.