



Bylaws for
St. Louis Area Ministerial Association
of the Church of God (Anderson, IN)
Adopted 11/11/85 Amended 2/87 and 1/25/97
Revised 2/13/03

Article I Name and Membership

- Section 1. The name of this organization is: Saint Louis Area Ministers Association of the Church of God.
- Section 2. The Executive Council of the organization will be the area Pastors.
- Section 3. All ordained and licensed ministers and active lay ministers (who are recognized as such by the local congregation) of the Church of God (with general offices in Anderson, Indiana) are members of this organization. Their name will appear on a list of area churches and kept current by the organization.
- Section 4. All churches shall be limited to no more than three (3) on staff voting members.

Article II Purpose

The purpose of this organization shall be to:

1. Strengthen the work of the Church of God in the greater St. Louis area.
2. Provide planning and programming for projects involving cooperative efforts of the churches in the greater St. Louis area.
3. Raise the money through voluntary congregational and membership contributions necessary to sponsor joint projects.
4. Cooperate with the state organizations in Missouri and Illinois for those projects involving area churches.
5. Provide fellowship opportunities for area ministers, their families and area churches.

Article III Officers

- Section 1. The officers elected from among the membership shall be:
- A. Chairman
 - B. Vice-Chairman
These nominees must be ordained active pastors who are regular in SLAMA attendance.
 - C. Secretary/Treasurer
- Section 2. The election shall be at the January meeting of the organization with the following provisions:
- A. A nomination committee appointed at the meeting prior to January shall present a slate of nominees, at least two for each office, except Chairman.
 - B. The Vice-Chairman automatically succeeds the office of Chairman at the expiration of the previous Chairman's term, or in the event of a permanent vacancy.
 - C. The limit for one person to serve the Vice-Chairman/Chairman cycle is two consecutive cycles of four (4) years.
 - D. The consecutive terms are permissible for the secretary/treasurer.
- Section 3. The terms of tenure shall be one year in each position.
- Section 4. Vacancies shall be filled by nomination from the floor and election (to fill out the term) at the meeting where it is learned that a vacancy has occurred.
- A. In the event of simultaneous vacancy of the Chairman and Vice-Chairman, at least two (2) nominees will be received and the top vote recipient becomes Chairman and the second highest vote becomes the Vice-Chairman.
- Section 5. The duties of the officers:
- A. The Chairman shall:
 - 1. Preside at meetings of the organization.
 - 2. Preside at the executive council meetings.
 - 3. Represent the organization at functions requiring organizational representation.
 - 4. Coordinate the planning of meetings and projects undertaken by the organization.
 - 5. Appoint persons in the organizations as instructed by the organization.
 - 6. It is suggested that the Chairman delegate a few projects during the year to the oversight of the Vice-Chairman.
 - B. The Vice-Chairman shall:
 - 1. Serve in the temporary absence of the Chairman fulfilling his duties as listed in "A.1." above.
 - 2. Plan fellowship activities.
 - 3. Plan any program which is a part of the monthly meeting of the organization.
 - C. The Secretary shall:
 - 1. Keep accurate minutes of each SLAMA and executive council meeting.
 - 2. Read the minutes as request by the Chairman.
 - 3. Assist the Chairman and Vice-Chairman in the preparation of the agenda.

4. Notify all members of the next meeting, place, time and agenda.
5. Deal with other correspondence as necessary (i.e. flyers, promotions, etc.)
6. Provide all new members with the latest minutes, bylaws, and SLAMA mailing list.
7. Annually update the SLAMA mailing list.

D. The Treasurer shall:

1. Keep an accurate ledger to show clearly all income and expenditures. These are to be presented at the end of each fiscal year. (or at a special call) to the Executive Council. This annual report should then be presented in writing to the organization in January.
2. Give written monthly reports on the status of the finances of the organization.
3. Receive and deposit, in an acceptable bank, the money received by the organization.
4. Maintain the checkbook and write the checks, as authorized, by the organization.

Article IV Meetings

Section 1. Fiscal Year

The fiscal year begins with the January meeting, which is recommended to occur at the end of the month.

Section 2. Time

Meetings shall be held once each month on Saturdays at 10:00 a.m. The particular day and time of each meeting shall be decided by the group to meet the needs of the majority.

Section 3. Agenda

- A. The Chairman, Vice-Chairman, and Secretary are to plan the agenda at least one week in advance. Agenda considerations are to be submitted by members prior to this deadline.
- B. The Chairman may designate someone with easy access to a copier to make copies of the agenda so that an adequate number will be available and can be passed out at the meeting each month.
- C. The total agenda will be limited to 90 minutes.
- D. The following should be the meeting pattern:
 - Opening Prayer
 - Reading of the minutes
 - Agenda considerations
 - Treasurer's Report
 - Old Business
 - New Business
 - Next Meeting Information
 - Area Announcement
 - Adjournment

Section 4. Business and Decisions:

- A. A quorum shall consist of two-thirds (2/3) of the previous year's average monthly attendance, according to the records of attendance sign-up sheets that are suggested to be used.

- B. Sensitive issues shall be decided by secret ballot. The Chairman will use his/her discretion to decide whether to have secret ballots.
- C. Substantive decisions will be made by regular parliamentary procedure: motion, second, discussion, and majority vote.
- D. The newest edition or "Robert's Rules of Order" shall serve as the procedural guide.

Article V Special Responsibilities

- Section 1. **Mass Communications (Media)**
The organization shall appoint one or more of its members to serve as liaison between the organization and any involved media on a particular program or project. This person will see that tag announcements are properly made and that other information is transferred back and forth.
- Section 2. **Special Committees/Task Forces**
This group shall appoint task forces from the St. Louis area as are deemed necessary to plan and/or promote special projects. A secretary is appointed and accurate minutes kept and presented to the organization at the call of the Chairman of SLAMA.
- Section 3. **Executive Council**
The officers shall serve as executive council to do evaluation and planning for the group. The executive council should meet at least bi-monthly.
- Section 4. **Policy Grievances**
All officers and projects are subject to the evaluation of the organization in the event that grievances should occur.

Article VI Bylaws

- Section 1. **Ratification**
These bylaws may be amended by the following procedures:
 - 1. Proposed amendments shall be presented in writing to the group in the monthly meeting before they are voted upon.
 - 2. Amendments shall be made by two-thirds (2/3) vote of those present and voting.
 - 3. New (or altered) copies of the bylaws reflecting changes should be mailed to the members as soon as possible after the amendments have passed.