

**NEW ENGLAND DISTRICT  
OF THE  
INTERNATIONAL FELLOWSHIP OF  
CHRISTIAN ASSEMBLIES  
CONSTITUTION AND BY-LAWS**

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## **PREAMBLE**

WHEREAS, it is the manifest purpose of God to call unto Himself a people who, being saved by His grace, shall constitute the church of Jesus Christ, and,

WHEREAS, it is the solemn prerogative of the members of the church of Jesus Christ to assemble together for the purpose of worship and Christian fellowship, and,

WHEREAS, we, an assembly of credential holders, and churches of like precious faith, partakers together of the heavenly vocation, have concurred to become associated one with another in order to effectuate our common purpose in the gospel, therefore be it,

RESOLVED, that in these last days God is pouring out His Spirit upon all flesh in Pentecostal fullness (Acts 2:38-39), resulting in the forming of and the coming together of Pentecostal churches of born-again (John 3:3) and Spirit-baptized (Acts 2:4) believers and these pentecostal churches have associated themselves in general unity for the propagation of their distinctive testimony under the name of the General Council of the International Fellowship of Christian Assemblies, Incorporated, and since this, the General Council, has made provision for the care and development of local churches through the agency of District Councils, we gladly assumed this solemn obligation that has been committed to us and hereby assemble ourselves in spiritual order and recognize ourselves as the New England District Council of the International Fellowship of Christian Assemblies and agree to be governed by the following Constitution and By-Laws.

# **CONSTITUTION**

## ***ARTICLE I NAME***

### **Section 1 Corporate Name**

The corporate name shall be the New England District, a District Council of the International Fellowship of Christian Assemblies, Incorporated, which term is reserved for legal use when referring to the legal entity.

### **Section 2 District Organization**

The term New England District shall be used to refer to the District organization.

### **Section 3 District Council**

The term District Council shall be used to refer to sessions of the corporation.

## ***ARTICLE II TERRITORY***

The New England District shall include the work of the International Fellowship of Christian Assemblies in the territory comprising the states of Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, and the northern half of Connecticut, Hartford being the dividing line. The District shall be divided into zones, the boundaries of which shall be defined by the District Presbyters.

## ***ARTICLE III AFFILIATION***

The New England District Council of the General Council of the International Fellowship of Christian Assemblies, Incorporated is an integral part of the General Council of the International Fellowship of Christian Assemblies Incorporated, with headquarters at 1294 Rutledge Road, Transfer, Pennsylvania 16154-2299.

## **ARTICLE IV PRINCIPLES**

The New England District Council of the International Fellowship of Christian Assemblies, Incorporated, shall represent, as nearly as possible, the body of Christ as described in the New Testament Scriptures, recognizing the principles inherent in that body as also inherent in this fellowship, particularly the principles of unity, cooperation and equality. Its purpose is to maintain conditions under which it can as a fellowship, demonstrate these principles and their consequent development.

## **ARTICLE V ARTICLES OF FAITH**

The Bible is our all-sufficient rule for faith and practice, Hence the Articles of Faith Truths, approved by the General Council of the International Fellowship of Christian Assemblies Incorporated, is intended as a basis of fellowship among us (i.e., that we all speak the same thing, I Corinthians 1:10; Acts 2:42). The human phraseology employed in such statements is not inspired or contended for, but the truth set forth is held to be essential to a Full Gospel ministry. No claim is made that they contain all the truth in the Bible, only that it covers our present needs as to these fundamental doctrines.

## **ARTICLE VI PREROGATIVES**

1. To promulgate the Gospel of Jesus Christ by all Scriptural means, both at home and abroad;
2. To promote Christian fellowship among its members;
3. To establish churches for divine worship and to develop them in general unity along the lines of our distinctive testimony;
4. To supervise all the activities of the International Fellowship of Christian Assemblies in its prescribed field in accordance with the rights conferred by Article VIII of the Constitution of the General Council of the International Fellowship of Christian Assemblies;
5. To examine, credential and ordain ministers who have met the requirements of the New England District and the General Council as set forth in their Constitution and By Laws;
6. To elect its own officers and committees, to arrange for its own meetings and to govern itself, as a subordinate division of the General Council of the International Fellowship of Christian

Assemblies, amenable thereto in all matters of doctrine and conduct of credential holders, who shall have the endorsement of the New England District,

7. To establish and maintain such departments as may be necessary, that are in harmony with the General Council, IFCA;

8. To establish and maintain institutions that help to promote the purpose and goals of the New England District of the International Fellowship of Christian Assemblies, as may be required;

9. To own, purchase, hold in trust, use, sell, convey, lease, or otherwise dispose of such property, real or chattel, as may be needed for the prosecution of its work.

## **ARTICLE VII MEMBERSHIP**

### **Section 1 Ordained Ministers**

Ordained Ministers of the Gospel holding current Fellowship Certificates with the General Council of the International Fellowship of Christian Assemblies, residing within the New England District, and officially recognized;

### **Section 2 Ministers of the Gospel, License to Preach, and Christian Workers**

Ministers of the Gospel, Licensed to Preach, and Christian Workers holding current Fellowship Certificates issued by the New England District.

### **Section 3 Local Churches**

All local churches affiliated or associated with the New England District and all church members of such churches.

### **Section 4 Voting Constituency**

The voting constituency of the New England District Council shall consist of all persons holding credentials with the New England District Council, including one's who are current in their contributions to *the General Council, IFCA* as required by the

Constitution and By-Laws, present and registered, and accredited delegates from affiliated churches (2 delegates) or associated churches (1 delegate) also present, registered, and in harmony with the New England District

## ***ARTICLE VIII OFFICERS***

The officers of this District comprising the Executive Presbytery shall be an Overseer, Assistant Overseer, Secretary, Treasurer, and a Lay-Fellowship Director, together with such other officers as may be herein after required. They shall be known as District Presbytery and shall include the Assistant General Overseer of this District.

## ***ARTICLE IX ZONES/SECTIONS***

The New England District shall be divided into zones. Where zones are created they

shall be created through the District Presbytery.

## ***ARTICLE X MEETINGS***

The New England District Council shall convene annually.

## ***ARTICLE XI AUTONOMY***

### **Section 1 District Autonomy**

The New England District shall have full autonomy in the conduct of its affairs. It is understood that deliberations of the District Council shall not conflict with those of the General Council.

### **Section 2 Local Autonomy**

Each church in this District shall be self-governing in the administration of its own

welfare. It may adopt its own rules and regulations provided they do not conflict with the

deliberation of the District or General Council.

## **ARTICLE XII DISSOLUTION**

Should the New England District be dissolved, all of its assets shall accrue to and be held in the trust of the General Council of the International Fellowship of Christian Assemblies with headquarters at 1294 Rutledge Road, Transfer, Pennsylvania 16154-2299. The Executive Board of said General Council shall endeavor to re-activate the District Should the attempt fail, it

shall forthwith have full authority to use or dispose of the property and assets for the purpose

common to those for which this corporation was originally formed. There shall be (a)

representative(s) of the District or National Presbytery of the International Fellowship of Christian Assemblies at a meeting called for this purpose. The meeting shall be within the parameters of state and federal regulations.

In the event that the General Council of the International Fellowship of Christian Assemblies does not qualify as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), at the time of the dissolution or liquidation of the New England District, the District Presbytery shall after paying or making provisions for the payment of all the liabilities of the District, dispose of all the assets of the District to organizations operated exclusively for charitable, educational or religious, or purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the District Officers shall determine.

## **ARTICLE XIII AMENDMENTS**

Amendments to this Constitution and By-Laws may be made at any regular or special meeting of the New England District provided the proposed amendment has been submitted (first) to the District Presbytery and then mailed to each member of the New England District at least two months prior to the time of meeting. A two-thirds vote of all members present shall be necessary for adoption.

# BY-LAWS

## ARTICLE I MEMBERSHIP

### Section 1 Ordained Ministers

#### A. Requirements

(1) A candidate for Ordination shall have been filled with the Holy Spirit according to Acts 2:4, and shall give evidence of having received a Divine call to the full gospel ministry. They shall be required to comply with the standards as set forth in the Scriptures, especially those found in I Tim. 3:1-7 and Titus 1:7-9. They must be of mature experience, and have demonstrated their ability to undertake the responsibilities of the full gospel ministry. To be Ordained, they shall have a Minister of the Gospel credential for two full consecutive years, and shall have resided and ministered as a pastor, evangelist, or other active ministry, (minister of youth, music, visitation, education, etc.) providing they meets all of the preaching qualifications in the New England District at least one year prior to the application.

(2) They shall obtain application from the District Secretary. Such forms shall be properly filled out and forwarded to the Secretary prior to the meeting of the Credentials Committee. They shall obtain proper recommendation from ordained ministers of the International Fellowship of Christian Assemblies, and/or other ordained ministers from other Movements recognized by the IFCA, on the basis of successfully passing any written examination that may be required by said committee. They shall appear before the District Screening Committee upon the invitation of the District office. They shall be prepared for examination on the Articles of Faith approved by the General Council of the International Fellowship of Christian Assemblies. Upon approval by the District, the candidate shall be recommended to the Department of FOCUS for ordination.

(3) The Credentials Committee shall refrain from granting credentials to a candidate living in a state of matrimony where the applicant is in violation of the official position of the General Council of the International Fellowship of Christian Assemblies. The Credentials Committee shall also reject the transfers from other movements of all such persons.

(4) They shall have an active ministry and preach at least 12 times a

year, except in case of ill health or infirmity of old age.

(5) They shall be expected to attend National, District, and Zone activities.

#### B. Ordination Service

Ordination taking place in the District shall be by the laying on of hands by the District Presbytery and the Assistant General Overseer (representing the Department of Focus). The time and place of the ordination service shall be determined by the candidate and District Presbytery.

#### C. Credentials

(1) Certificate of Ordination shall be issued from the office of the General Council of The International Fellowship of Christian Assemblies at the request of the Department of Focus. Fellowship cards, certifying good standing, are issued annually upon completion of the ministerial questionnaire and approval of the New England District Credentials Committee.

(2) When a minister or evangelist takes up residence in another district, an Inter District Transfer Notice shall be issued within sixty days unless there are definite charges pending against him. Exceptions may be made for ministers moving to serve at General Headquarters, or for those who are retired, or are in the Armed Forces, or who are serving on the faculties of approved schools or overseas missions ministry.

(3) A minister who shall withdraw from active ministry shall be expected to notify the District Secretary who shall be authorized to remove their name and to place it upon an inactive list. The District Secretary shall inform the General Secretary at Headquarters.

(4) A minister who shall have ministered less than 12 times within a period of one year shall be placed on the inactive list as a member not in good standing. If this occurs for two consecutive years, they shall be referred to the Department of FOCUS, unless the District Credentials Committee request otherwise by letter. This shall not apply to those whose inactivity has been caused by the infirmity of old age or ill health; or those engaged in other aspects of full-time ministry; or those who have reached the age of 60 and have had 15 or more years of approved service of ordained ministry of the International Fellowship of Christian Assemblies, or those who have had 25 years of approved service as ordained ministers in the International Fellowship of Christian Assemblies, regardless of age.

#### D. Ministerial Relations

(1) An ordained minister who shall establish residence in the New England District shall be expected to affiliate with the District and cooperate therewith. They shall obtain, from their former District, a letter of transfer and an Inter District Transfer Notice which shall be forwarded to the Secretary of this District and the National IFCA Secretary.

(2) The New England District Credentials Committee reserves the right to decide upon the transfer issued by other Districts. All who transfer into the New England District with proper recommendations, acceptable to the Credentials Committee, shall be enrolled on the District Roster.

(3) A minister who is affiliated with another denomination and who desires to unite with the International Fellowship of Christian Assemblies, shall be required to show that their character is above question and that their purpose to sever their former relationship is honorable. The credentials which they held in their former denomination may be recognized by the Credentials Committee.

#### E. Discipline

The New England District may avail itself of the prerogatives conferred upon it in the matter of discipline of members as defined in Article 14 Section 6 of the General Council of the International Fellowship of Christian Assemblies By-Laws. A two-thirds vote of the District Credentials Committee shall be necessary to disfellowship any member of the District. Any conduct unbecoming to a minister or indiscretions involving morals, general inefficiency in the ministry, a failure or inability to correctly represent our Pentecostal testimony, a contentious or non-cooperative spirit, an assumption of dictatorial authority over an assembly, and arbitrary rejection of District counsel, a declared open charge in doctrinal views, a habit of running into debt which brings reproach upon the cause, marriage in violation of our stand on marriage and divorce, the drawing around himself numbers of District Members without the oversight of the District Overseer and District Presbyters for independent purposes and in such fashion as to create, in effect a division in the District, or any other just and reasonable cause, may give grounds for discipline by the Credentials Committee. The decision shall be regarded as final unless the party adjudged guilty shall avail himself of the rights of appeal. The appeal must be filed within thirty days after the notice of decision shall have been given to those concerned, in accordance with the provisions made in the General Council of the International Fellowship of Christian Assemblies By (Matthew 18:15; 1 Timothy 5:19).

## F. Renewal of Fellowship Cards

### (1) Expiration date.

All fellowship cards are valid only until January 31st of each year and must be renewed annually. The renewing of credentials is the responsibility of the individual minister. In the event a minister does not receive a renewal form by January 1st, they should notify the District Office.

### (2) Late fee after January 31st.

All who shall have failed to renew their fellowship cards on or before January 31st, or who shall have failed to indicate their purpose to do so, shall be considered as delinquent and shall be required to pay a late fee of \$25.00, up until February 15th.

### (3) Reinstatement required after February 15th.

Ministers who have not renewed by February 15th due to neglect or failure to return the completed form, shall be recorded as lapse as of the expiration date of January 31st. They must make application for reinstatement and pay a \$50.00 fee in order to be reinstated.

## **Section 2 Minister of the Gospel**

### A. Requirements

(1) A candidate for Minister of the Gospel shall have been filled with the Holy Spirit and shall give clear evidence of having received a divine call, with an obvious purpose to devote their time to the full gospel ministry. They shall preach at least 12 times a year unless engaged in a specialized ministry such as a full-time minister of music or education. All candidates for Minister of the Gospel shall have held a Licensed to Preach for at least two years.

(2) They shall have followed the procedures for application as outlined above for Ordained Ministers, Section 1, Paragraph A, sub-paragraph (2).

(3) Section 1, paragraph A., sub-paragraphs (3), (4), and (5), above shall also apply to candidates for Minister of the Gospel.

### B. Credentials

(1) A certificate shall be issued by the District Secretary as authorized by the District Credentials Committee and shall be signed by the District Overseer and Secretary. The credentials shall be so constructed as to be incomplete unless accompanied by a

District Fellowship Card. Renewal of the credentials shall be by decision of the District Credentials Committee and based upon the review of the annual questionnaire covering ministry during the preceding year. All applications for renewal shall be sent out by the District Secretary and shall be returned to the Secretary by **January 31st**.

(2) Section 1, paragraph C, sub-paragraph (2), (3), and (4) as outlined above for Ordained Ministers, shall also apply to candidates for Minister of the Gospel.

#### C. Ministerial Relations

Section 1, paragraph D, sub-paragraphs (1), (2), and (3) as outlined above for Ordained Ministers, shall also apply to candidates for Minister of the Gospel.

#### D. Discipline

Section 1, paragraph E, as outlined above for Ordained Ministers, shall also apply to candidates for Minister of the Gospel.

#### E. Renewal of Fellowship Card

Article 1, Section 1, paragraph F, sub-paragraphs (1), (2), and (3) as outlined above for Ordained Ministers shall also apply to the Minister of the Gospel:

## **Section 3 Licensed to Preach**

### A. Requirements

(1) Same as Section 2

## **Section 4 Christian Worker**

### A. Requirements

(1) A candidate for Christian Workers Certificate shall be a born again believer who conforms to scriptural standards: baptized and filled with the Holy Spirit according to Acts 2:4, demonstrating a call to the Christian ministry, willing to cooperate and serve under the Pastor of their local church.

(2) They shall follow the procedure for application as outlined above for Ordained Ministers, Section 1, paragraph A sub-paragraph (2).

### B. Credentials

(1). A Christian Workers Certificate shall be issued by the District Secretary as authorized by the District Credentials Committee and shall be signed by the District Overseer and Secretary. The Certificate shall be so constructed as to be incomplete unless accompanied by a District Fellowship Card. Renewal of the credentials shall be by decision of the District Credentials Committee and based upon the review of the annual questionnaire covering their ministry during the preceding year. All applications for renewal shall be sent out by the District Secretary and shall be returned to the District Secretary by **January 31st**.

#### C. Ministerial Relations

Section 1, paragraph D, sub.paragraph (1), (2), and (3) as outlined shall apply to candidates for Christian Workers Certificate.

#### D. Discipline

Section 1, paragraph E as outlined above shall apply to candidates for Christian Workers Certificates.

## **Section 5 Affiliated Church**

#### A. Definition

A local church which upholds the doctrines of the International Fellowship of Christian Assemblies which shows by its organization and maturity it is sufficiently ready to accept full responsibility for a total church program, and which has an adult membership of at least twenty, shall be eligible for recognition as a sovereign Affiliated Church. It must be able to meet its obligations and provide from its membership spiritually mature men and women capable of being officers.

#### B. Requirements

(1) An affiliated church is one which includes in its charter of incorporation and/or its Constitution and By-Laws a statement to the effect: "Although this church maintains its right to sovereignty, under God, in the conduct of its internal affairs, it formally declares itself to be affiliated with the General Council of the International Fellowship of Christian Assemblies and the New England District of the International Fellowship of Christian Assemblies."

An Article of Dissolution, to wit: 'In the event of the dissolution all outstanding debts and other liabilities having been satisfied, the remainder of assets (if any) shall inure to the General Council, International Fellowship of Christian Assemblies, to be distributed

by the Executive Board of the General Council in projects which are compatible with the original purpose/s of this church or to such other not-for-profit religious agencies as shall qualify under Section 501 (c)(3) of the Internal Revenue Code; provided such agencies are compatible with the doctrinal preferences of this church.”

(2) To be officially granted affiliation, the church, through its secretary, shall submit a copy of its duly approved application and resolution to affiliate, with its Constitution & By-Laws, to the District Presbytery. If the District Presbytery approve the application, it shall notify the General Council Office. The New England District Council in cooperation with the General Council of the International Fellowship of Christian Assemblies shall grant affiliation at a duly called congregational meeting.

(3) It shall choose its own pastor, elect officers, discipline members, hold property through either Trustees or the Corporate name, and transact all other business pertaining to the life of a local church.

(4) It shall be amenable to the District in doctrine, conduct, and all other matters affecting the harmony of the fellowship.

(a) Contribute one or two percent of its gross income from the general fund as part of its budget, or

(b) Contribute three dollars annually per member and adherent, and forward such offerings to the District Treasurer.

(5) It shall cooperate in the District Home Missions program and contribute to the programs of the General Council of the International Fellowship of Christian Assemblies.

### C. Privileges

(1) It shall have access to the counsel of the District Presbytery in all vital matters.

(2) It shall have access to all benefits of the departments of the District.

(3) It shall be required of the Assembly to seek the advice of the District Overseer and District Presbytery before calling a candidate. It is expected that no candidate shall be called except as recommended by the District Overseer and District Presbytery. A church desiring a change of pastors shall be expected to give the incumbent sixty days, except in a case where moral turpitude is involved. Likewise, a pastor should give their church at least thirty days notice before leaving.

## **Section 6 Associate Church**

### **A. Definition**

An established church in harmony with the principles and doctrines of the International Fellowship of Christian Assemblies and desiring fellowship with the New England District may, upon application, be recognized as an Associate Church of the General Council of the International Fellowship of Christian Assemblies. Such churches shall be encouraged to seek affiliation with the General Council.

### **B. Requirements**

(1) Constitution (Article 7, Section E)

(2) Other requirements for Associated Churches shall be the same as above for Affiliated Churches, Section 5, paragraph B, subparagraph (2), (3), (4), and 5,

### **C. Privileges**

Privileges for Associated Churches shall be the same as Affiliated churches, Section 5, paragraph C.

## **Section 7 Dependent Church**

### **A. Definition**

(1) A group of believers within the boundaries of the New England District subscribing to the principles and doctrines of the International Fellowship of Christian Assemblies, assembling as a church and desiring affiliation with the New England District but still in a formative state.

(2) A church no longer capable of assuming responsibility for a total church program requesting Status as a Dependent Church.

### **B. Requirements**

(1) To be recognized as a Dependent church, a church shall have established a meeting place, a schedule of regular services, an acting Pastor, an adult membership of at least ten in addition to the Pastor and his family, and show promise of continuance,

(2) When the above has been achieved it shall make application for recognition to its District Presbytery.

(3) A Dependent church shall seek the status of a Affiliated church through the Presbytery's guidance in organization, constitution, and

the development of the requirements for an Affiliated church. (Article 1, Section 5, paragraph A).

### C. Privileges

(1) It shall have access to all benefits of the departments of the District.

(2) It shall have the counsel of the District Presbytery in all vital matters.

## **ARTICLE II OFFICERS**

### **Section 1 Qualifications**

The officers of the New England District shall be ordained and of mature experience, sound judgement, recognized ability and Christian character and faithful in National Financial Stewardship. They shall be chosen from the active membership, shall have been ministering with the District for at least two years and must attend a IFCA church.

### **Section 2 Nominations and Elections**

A. The District Overseer, Assistant Overseer and District Presbyters shall be nominated by the nominating committee and be elected at District Council by secret ballot.

B. Two-thirds of all ballots cast shall be required for election. All names presented shall be balloted upon until the second ballot. The two candidates receiving the highest number of votes on the second ballot shall be the only nominees to be voted upon. If following the third ballot no election is declared the office shall be declared vacant (see Article 2, Section 4A)

C. The elections shall be based on the stagger system. The District Overseer, District Secretary and District Treasurer shall be elected in the same year. The Assistant District Overseer and Lay Fellowship Director shall be elected the following year.

D. Where applicable, each Zone shall elect annually one of its ordained ministers to serve as Zone Presbyter. They shall be elected by a two-thirds of all ballots cast at a duly announced zone meeting held at least one month before District Council. His name shall be presented to the District Presbytery for approval.

E. The nominating committee shall consist of two members of the Presbytery (those whose terms of office are not expiring), two members elected from the floor at the All Church Conference, and the District Overseer would serve as Chairman. Exception: During the year when the term of office of the District Overseer is to expire, the Assistant District Overseer would serve as Chairman. The term of office for each elected Nominating Committee member is one year.

(1) All nominations shall be made through the nominating committee.

(2) Guidelines for nominees are as follows: The nominee must have ministerial experience and maturity, must possess Christian character, be faithful in attending District meetings and functions for at least two years, be faithful in giving financially, and be qualified for the position.

### **Section 3 Terms of Office**

The term of office for the District Overseer and Presbyters shall be three years. The term of office for Zone Presbyters shall be one year. All officers shall assume office one month after their election. Full time retiring District Officers, having served the District for at least 2 terms, shall be granted an additional two months severance pay. Said benefit shall be only available one time per officer, except if the Presbyters deem otherwise.

### **Section 4 Vacancies**

A. Should the office of District Overseer become vacant, the Assistant District Overseer shall assume that office until the next District Council. Should a vacancy occur in any other District Office, power is vested in the remaining members of the District Presbytery to fill such office by appointment until the next District Council.

B. The District Presbyters shall have the authority to declare vacant, by two-thirds vote, any elective District or Zone office for any just and reasonable cause, and shall notify the Department of FOCUS in writing of the action taken.

### **Section 5 Liability - Indemnification**

A. Any officer of the District shall not be personally liable for monetary damages as such, for any action taken, or for any failure to

take any action, unless: (1) the officer has breached or failed to perform the duties of his/her office in good faith, in a manner he/she reasonably believes to be in the interest of the District and Zone and with such care, including reasonable inquiry, skill and diligence, as a person of ordinary prudence would use under similar circumstances; and (2) the breach or failure to perform constitutes self-dealing, willful misconduct, or recklessness.

B. The District shall indemnify each District and Zone Officer of this District to the full extent permitted by law, against all judgement, fines, liabilities, and / or reimburse him for all reasonable expenses (including, but not limited to, court costs, attorney fees and any amount paid in any settlement), which judgements, fines, liabilities and expenses were incurred or expended in connection with any claim, suit, action or proceeding, whether civil, criminal, administrative or investigative, and in which he/she was involved because of anything he may have done or omitted to do as an officer of the District or Zone within the New England District.

C. The officers are authorized and required to procure insurance protecting all officers of the New England District (District and Zone) because of expenses actually or reasonably incurred by them in connection with the defense of any action, suit or proceeding in which any one of them may be made a party by reason of having been an officer of this District or Zone with the District.

## ***ARTICLE III DUTIES OF OFFICERS***

### **Section 1 District Overseer**

A. To preside at all meetings of the District Council, the District Presbytery, and the Credential Committee.

B. To act as President of the Corporation in all legal matters.

C. To be the administrator of the District Office.

D. To receive all communications addressed to the District Presbytery.

E. To sign all District credential cards issued by the Credentials Committee.

F. To direct the District Home Missions program.

G. To serve as a member of all District departmental committees and to be an ex- officio member of all other committees.

- H. To assist District churches with personal advice and ministry.
- I. To administer discipline in all cases when requested to do so in conjunction with the District Presbytery and General Council of the International Fellowship of Christian Assemblies policies.
- J. To perform such other functions as are usual and customary for the District Council.
- K. The District Overseer in cooperation with the established policy of the General Council of the International Fellowship of Christian Assemblies shall ordain to the ministry all qualified candidates.
- L The District Overseer shall install pastors in churches or designate an alternate officer /s of the District Presbytery.
- M. The District Overseer shall coordinate all his activities with the Board of Presbyters and shall be amenable to said Board.
- N. The District Overseer shall visit each pastor of the New England District during his three year term of office.
- O. At each District Council the District Overseer shall present to the council members a detailed plan (goals, new church planting, special projects, etc.) for the following calendar year.
- P. The District Overseer (in conjunction with the Presbytery) shall be responsible for the implementation of the above mentioned plan.
- Q. The District Overseer (with the approval of the church board, if a Pastor) shall set aside 1/2 day per week and three (3) successive days each month for the fulfillment of the responsibilities within this office. Excluding monthly Presbytery meeting.
- R. The District Overseer shall be responsible to coordinate an annual meeting between the District Officials and the Pastor and Boards of churches with the New England District.

## **Section 2 Assistant District Overseer**

- A. To assist the District Overseer
- B. To preside at meetings in the absence of, or at the request of the District Overseer
- C. To accede to the office of District Overseer if that office becomes vacant, until the following District Council.
- D. To serve as a member of the District Presbytery and of the

Credentials Committee.

E. To act as Vice-President of the Corporation.

F. To perform such other functions as may be directed by the District Council or the Presbytery.

### **Section 3 District Secretary**

A. To make and keep true records of the proceedings of the District Council, and to publish the same as approved and directed by the District Council or District Presbytery.

B. To be the custodian of the official seal of the New England District of the International Fellowship of Christian Assemblies.

C. To issue credentials under the direction of the Credentials Committee.

D. To keep a record of all ministers and churches in the New England District.

E. To sign official and legal documents as may be required.

F. To perform such other functions as are customary or as may be directed by the District Council, or by the District Presbytery.

### **Section 4 District Treasurer**

A. To be the custodian of the General Funds of the New England District Council of the International Fellowship of Christian Assemblies, and to deposit the same in a responsible bank in the name of the New England District Council of the International Fellowship of Christian Assemblies.

B. To keep an accurate record of all receipts and disbursements and to conduct the work of the office according to accepted methods of business.

C. To serve as a member of all District departmental committees and supervise their accounts.

D. To be bonded as determined by the District Presbytery.

E. To give reports as may be requested by the District Presbytery.

F. To have the financial records audited at the request of the District Presbytery or District Council prior to the annual District Council.

G. To perform such other functions as are customary to his office or as may be directed by the District Council or by the District Presbytery.

## **Section 5 Lay Fellowship Director**

A. He shall act as a liaison between the various District departments (Men's Ministries, Women's Ministries, Youth Ministries, Children's Ministries) and the District Presbytery.

B. He shall attend all departmental and committee meetings.

C. He shall be responsible to obtain nominees from various departments for leadership positions and present them to the District Presbytery for approval.

D. He shall help to coordinate the dates of the activities of all fellowship departments.

E. To perform such other functions as are customary to his office or as may be directed by the District Council or by the District Presbytery.

## **Section 6 District Presbytery**

A. The District Presbytery shall meet according to a schedule agreed upon by its members and shall be summoned to all such meetings by the District Overseer.

B. Each Presbyter shall give themselves to the care and encouragement of the pastors within the New England District.

C. Each Presbyter shall be responsible to contact a predetermined number of Pastors each month.

D. Each Presbyter shall be responsible to visit a predetermined number of Pastors within the New England District a minimum of once a year.

E. Each Presbyter shall be responsible to give a written annual report to the District Presbytery and an annual report to the District Council concerning items (B) and (C).

F. Each Presbyter shall be functioning within a stated portfolio.

G. Presbyters shall assist Pastors and churches desiring advice or aid, and if unable to resolve the matter, refer it to the District Overseer or the District Presbytery for final disposition.

## **Section 7 Zone Presbyter**

- A. To preside at all Zone functions
- B. To be an ex-officio member of all committees in his Zone.
- C. To give a quarterly report to the District Overseer on activities and scheduled events.

## **Section 8 Files/Properties**

Upon completion of his term of office, the outgoing officer shall transfer all records, correspondence, legal documents, printed materials, keys, furniture, mailing lists and any other material pertaining to his office to his successor within thirty (30) days.

## ***ARTICLE IV COMMITTEES***

### **Section 1 Credential Committee**

- A. Shall consist of the members of the District Presbytery
- B, Shall meet as needed to interview applicants for credentials.

### **Section 2 Education Qualification Committee**

- A. Shall consist of three ordained ministers appointed annually by the District Presbytery, assuming its duties at the close of District Council.
- B. Shall examine all applications for credentials as to their educational qualifications according to the standard approved by the District Council.
- C. Shall determine what additional studies, if any, are necessary to meet the approved standard. If any additional studies are necessary, approved courses as deemed necessary by the Educational Qualification Committee, shall serve as the source of home studies.
- D. Shall recommend qualified candidates to the District Credential Committee.

### **Section 3 District Council Committee**

The following committee shall be appointed by the District Overseer, in consultation with the District Presbytery, before each District Council: the Resolutions Committee, the Program Committee, the Poster Committee, the Election Committee and such other committees as may be necessary for the conduct of the District Council business. The Resolutions Committee shall serve for one year from the time of appointment to edit and amend the Constitution and By-Laws and to keep them in line with the General Council.

### **Section 4 Prayer League Committee**

The committee shall encourage and promote the practice of prayer in the District in any way that seems wise and expedient. It shall be appointed by the Overseer in consultation with the District Presbytery before the close of each District Council.

### **Section 5 Special Committees**

Special Committees may be appointed by the Overseer in consultation with the District Presbytery.

## ***ARTICLE V PROPERTY***

### **Section 1 Property**

All property of the New England District shall be acquired and held in the corporate name and deeded to the New England District Council of the International Fellowship of Christian Assemblies, Inc. No real property shall be acquired, sold, leased mortgaged, or otherwise encumbered or alienated, unless the same shall have first been recommended by two-thirds affirmative vote of those delegates to the District Council present and voting at a duly convened and conducted business meeting for that purpose, or unless the same shall have first been authorized by a special referendum vote as provided for in the By-Laws, Article VII, Section 4. The Overseer and Secretary of the New England District of the International Fellowship of Christian Assemblies shall certify in such conveyance, lease or mortgage, that the same has been duly authorized by a vote of the District Council. Such certificate shall be held to be conclusive evidence thereof.

## **Section 2 Emergencies**

In the event of an emergency which shall arise between District Councils' relative to the maintenance and improvement of District properties, the District Presbytery shall be empowered to make such improvements as may be deemed advisable in a sum not to exceed 60 percent (60%) of the intrinsic value of all District property less the amount of current liabilities.

## ***ARTICLE VI FINANCES***

### **Section 1 District Council Fund**

The financial needs of the District shall be coordinated under one general heading, to be known as the New England District Council Fund. This fund shall be administrated by the District Treasurer under the supervision of the District Presbytery and shall be available for the operation, programs and outreaches of the District.

### **Section 2 Budgets**

All District departments shall submit a proposed budget each year at least 60 days before the close of the District fiscal year for adoption by the District Presbytery and withdrawals shall be made according to budgetary procedures.

### **Section 3 Prerogatives**

The District Presbyters shall be authorized to divert undesignated surplus funds from one department to another when necessary.

### **Section 4 Policy**

The principle of voluntary cooperation underlies the financial policy. Each should be willing to carry his share of the expense of the District program. While cooperation is voluntary, the cooperative spirit will show itself by actual participation in the work and burden of the fellowship.

## **Section 5 Sources**

- A. The major income for the District will come from it's allocation of the 'General Council of IFCA Collected Contribution' Distribution. As specified the By-Laws of IFCA Article VII Section 2 paragraph A.
- B. Contributions from Credential Holders will be as specified the By-Laws of IFCA Article VII Section 1 paragraph A.
- C. C. Contributions from Affiliated and Associated Churches Holders will be as specified the By-Laws of IFCA Article VII Section 1 paragraph B."

## **ARTICLE VII MEETINGS**

### **Section 1 District Council**

The New England District Council of the International Fellowship of Christian Assemblies shall convene annually the time and place of the council meeting shall be chosen by the District Presbytery and due notice shall be announced to each member at the current District Council meeting.

### **Section 2 Emergency Sessions**

Special sessions may be called to meet any emergency that may arise within the New England District. Such a call shall be issued by the District Secretary after the emergency has been fully considered and passed upon by a majority vote of the District Presbytery.

### **Section 3 Special Session**

The right of initiative in the matter of calling a special session shall be granted to any ordained minister in good standing with the New England District A statement setting forth the reasons for the special session and signed by not less than twenty percent (20%) of the ordained ministers of the New England District shall be considered sufficient reason for such a call. Said statement shall be delivered to the District Office. The matter shall be considered by the District Presbytery who shall issue a call for a meeting within sixty (60) days after the filing of the statement

## **Section 4 Interim Sessions**

Should occasion arise between sessions of the District Council requiring a decision by the District Council and it be deemed not feasible by the District Presbytery to call a special session, provision is hereby made to take a referendum vote of the New England District. Ballots for that purpose shall be mailed to all members to be returned to the New England District office within a period of thirty (30) days. Such ballots shall be District Secretary and two others appointed by the District Presbytery and the result announced to the constituency.

### Order of Business

The suggested order of business for the District Council shall be:

- I. Devotional
- II. Report of the District Overseer
- III. Report of the Secretary
- IV. Report of the Treasurer
- V. Report of the Assistant District Overseer
- VI. Report of the Lay Fellowship Director
- VII. Report of District Committees
- VIII. Unfinished Business
- IX. Election of Officers
- X. New Business
- XI. Adjourn

## ***ARTICLE VIII ZONES/SECTIONS (Where Applicable)***

### **Section 1 Purpose**

- A. To provide inter-church fellowship
- B. To expedite the departmental programs of the New England District

## **Section 2 Organization and Government**

### **A. Officers**

The officers shall be a Zone/Section Presbyter and a Secretary

### **B. Qualifications**

All officers shall be ordained ministers or ministers of the gospel who have resided in the Zone/Section for at least one year and are in good standing at the time of the election.

### **C. Elections**

The Zone/Section Presbyter shall be nominated and elected by secret ballot at the November Zone Meeting and ratified by the District Presbytery in session (By-Laws Article II, Section 2, paragraph D). All other officers of the Zone/Section shall be nominated and elected by secret ballot. A majority of all votes cast shall constitute an election. They shall take office at the close of the November Zone/Section meeting.

### **D. Voting Constituency**

All persons holding duly accredited credentials with the New England District, residing within the Zone, and having attended at least three (3) Zone meetings in the Zone since its last election shall comprise the voting constituency. Missionaries, evangelist, those holding positions with the National Departments, supernannuated ministers and those from outside the Zone who have been in the Zone for less than six (6) months shall be exempt from this requirement for voting.

### **E Vacancies**

When a vacancy shall occur in the office of Zone Presbyter, the Zone Secretary Treasurer in cooperation with the District Overseer shall call a special Zone election at the next regular Zone meeting. At that time a successor shall be elected to fill the unexpired term of office. His name shall be presented to the District Presbytery for approval. All other offices vacated shall be filled by appointment of the District Presbytery.

### **F. Duties**

(1) The duties of the Zone Presbyter shall be as set forth in Article III, Section 7 of these By-Laws.

(2) The Zone Secretary shall serve as secretary of the Zone and shall assist the District Secretary in matters pertaining to his Zone.

(3) The Zone Treasurer shall serve as treasurer of the Zone. He shall deposit all monies entrusted to him within one week of receipt, in a responsible bank in the name of the Zone. All accounts shall be audited annually by a committee appointed by the District Presbytery. All accounts shall be kept on a fiscal year, in accordance with the District's fiscal year.

## **ARTICLE IX CHRISTIAN EDUCATION DEPARTMENT**

### **Section 1 Designation**

There may be a New England District Christian Education Department.

### **Section 2 Purpose**

- A. To promote Sunday School in the New England District.
- B. To promote and conduct District and Zone conventions and or workshops.
- C. To facilitate a camping program for boys and girls up through age 12.
- D. To assist in developing Christian Educational activities in the local church.
- E To coordinate National, District, Zone, and local efforts for Sunday School and other Christian Education efficiency, growth and development.
- F. To encourage every Sunday School to attain to the National Sunday School Standard.

### **Section 3 Organization and Government**

#### **A. Officers**

The officers shall consist of the District Education Director and a representative from each Zone. They shall elect a secretary from among the representatives.

## B. Committees

The District Education Committee shall be composed of the Director, the Zone Representatives.

## C Qualifications

(1) The District Education Director shall be a qualified ordained minister of

the District and shall have resided in the New England District for the past year.

(2) The Zone Representative shall be thoroughly acquainted with the organization and administration of the Sunday School and residing in this Zone for a period of at least six months.

## D. Elections

(1) The District Presbytery, serving as a nominating committee shall be entrusted with the responsibility of making careful investigation concerning the qualifications and general fitness of available individuals for this strategic post and shall select not more than three names to be presented to the District Council in session for election.

(2) The District Christian Education Director shall be elected bi-annually in even numbered years by a two-thirds vote at the District Council. The term of office shall begin one month after the election. In the event This is not feasible, the District Presbytery shall be authorized to set another date.

(3) The Representatives shall be elected annually (By-Laws, Article VIII. Section 2, paragraph D).

## E. Vacancies

(1) If the office of the District Christian Education Director becomes vacant, it shall be filled by appointment of the District Presbytery in consultation with the District Christian Education Committee.

(2) If a Zone Representative's office becomes vacant, the District Christian Education Director, with the approval of the Zone Presbyter of the respective Zone shall appoint a successor.

## F. Duties

(1) The duties of the District Christian Education Director shall be:

a. To promote Sunday School activities in the New England District.

- b. To have the general oversight of **the Sunday School and other Christian Education work.**
- c. To be responsible for arranging and conducting conventions, rallies, camps and other activities pertaining to Christian Work in the District in cooperation with the District Presbytery.
- d. To encourage each church to conduct a Workers' Training Course annually.
- e. To call an annual meeting of the Christian Education Committee and any additional meetings as may be deemed necessary.

(2) The duties of the Zone Representatives shall be:

- a. To promote the Sunday School and other Christian Education Programs in his Zone in cooperation with the Zone Presbyter.
- b. To conduct Zone Rallies and Workshops
- c. To encourage prompt return of the annual Sunday School survey.
- d. To assist local churches in promoting an annual Workers' Training Course.
- e. To attend all District Christian Education Committee meetings.

(3) The duties of the Christian Education Committee shall be:

- a. To develop plans and programs for the New England District Christian Education Department in keeping with policies approved by the District Presbytery.
- b. To compile, subject to the approval of the District Presbytery, a manual of procedural guidelines.

## ***ARTICLE X District YOUTH DEPARTMENT***

### **Section 1 Designation**

There maybe a New England District Youth Department.

### **Section 2 Purpose**

- A. To advance the youth program in the New England District.
- B. To promote and conduct youth rallies, camps, conventions, retreats and other activities.

C. To encourage and assist in promoting and developing youth groups in local churches.

D. To provide opportunities to develop Christian character and leadership.

E. To coordinate National, District, Zone and local youth activities.

### Section 3 Organization and Government

## Section 3 Organization and Government

### A. Officers

The officers shall be: A District Youth Director, a Representative from each Zone. The District Youth Director and Zone Representatives shall select a member-at-large. They shall select a Secretary from among the Representatives.

### B. District Youth Committee

The District Youth Committee shall be composed of the District Youth Director, Secretary (chosen from the Zone Representatives), a member-at-large, the Zone Representatives, and a Presbyter (Lay-Fellowship Director).

### C. Qualifications

The District Youth Director shall be a Minister of the Gospel or an Ordained Minister of the District and shall have resided in the New England District for the past year. The Zone Representative shall be a credential holder and shall have resided in his Zone for at least six months.

### D. Elections

(1) The District Presbytery, serving as a nominating committee shall be entrusted with the responsibility of making careful investigation concerning the qualifications and general fitness of the available individuals for this strategic post and shall select not more than three names to be presented to the District Council in session for election.

(2) The District Youth Director shall be elected by secret ballot bi-annually in odd-numbered years by a two-thirds vote at the District Council. The term of office shall begin one month after the election. In the event this is not feasible, the District Presbytery shall be authorized to set another date.

(3) The Zone Representatives shall be elected annually. (By-Laws

Article VIII, Section 2, paragraph D).

#### E. Vacancies

(1) If the office of the District Youth Director becomes vacant it shall be filled by appointment of the District Presbytery in consultation with the District Youth Committee.

(2) If the office of a Zone Representative becomes vacant, the respective Zone Presbyter shall appoint a successor.

#### F. Duties

(1) The duties of the District Youth Director shall be:

a. To oversee and supervise the District Youth work in general.

b. To preside at all business sessions and meetings of the District Youth Committee.

c. To promote and preside at District Youth Department conventions, camps, retreats (grade 7 through college).

d. To sponsor and assist in the organization of local youth groups in cooperation with Pastors and Zone Representatives.

(2) The duties of the Zone Representatives shall be:

a. To promote and preside at Zone rallies in cooperation with the Zone Presbyter and local Pastors.

b. To keep an accurate record of the youth leaders in his Zone and notify the District Youth Director monthly of any changes.

c. To assist in organizing local groups when possible.

d. To keep accurate records of Zone rallies and activities, copies of all correspondence and promotional materials and transfer these to his successor.

(3) The duties of the District Youth Committee shall be:

a. To develop plans and programs for the New England District Youth Department in keeping with the policies approved by the District Presbytery.

b. To compile, subject to the approval of the District Presbytery, a manual of procedural guidelines.

# ***ARTICLE XI MEN'S MINISTRIES DEPARTMENT***

## **Section 1 Designation**

There may be a New England District Men's Ministries Department.

### Section 2 Purpose

- A. To stimulate each local church to organize a Men's Ministries Department and to unite these in fellowship and cooperative service.
- B. To encourage cooperation with local Pastors in accomplishing the objectives of the local church.
- C. To promote personal evangelism among men.
- D. To promote the Men's Ministries program among young men and boys.

## **Section 2 Organization and Government**

### A. Officers

The officers shall consist of a District Director, a Representative from each Zone/Section and a Secretary (chosen from among the Zone/Section Representatives).

### B. Committee

The District Men's Ministries Department Committee shall consist of the officers, and a Presbyter (Lay-Fellowship Director).

### C. Qualifications

The District Director shall be a man of mature Christian experience, sound character, executive ability, shall subscribe to the Articles of Faith of the International Fellowship of Christian Assemblies and shall have been baptized with the Holy Spirit according to Acts 2:4.

### D. Elections

(1) The District Presbytery serving as a nominating committee shall be entrusted with the responsibility of making careful investigation concerning the qualifications and general fitness of available individuals for this strategic post and shall select not more than

three names to be presented to the District Council in session for the election.

(2) The District Director shall be elected in odd-numbered years by a two-thirds vote for a two year term.

(3) A Zone/Section Representative shall be elected annually (By-Laws Article VIII, Section 2, paragraph D).

#### E Vacancy

(1) A vacancy in the office of District Director shall be filled by appointment of the District Presbytery in consultation with the District Men's Ministries Department Committee.

(2) A vacancy in the office of Zone Representative shall be filled by appointment of the District Director in consultation with the Zone Presbyter.

#### F. Duties

(1) The duties of the District Director shall be:

- a. To preside at all District meetings of the Men's Ministries Department.
- b. To have general oversight of the District Men's Ministries Department
- c. To assist in the formation of local groups.
- d. To call and conduct rallies and encourage local and Zone Section rallies with the approval of the Zone Presbytery
- e. To coordinate all programs through a District Presbyter (Lay-Fellowship Director).

(2) The duties of the Secretary shall be:

- a. To keep records of all proceedings.
- b. To prepare reports.
- c. To attend to all official correspondence and any other related duty.

(3) The duties of the Zone Representative shall be:

- a. To arrange and conduct Zone Men's Ministries Department activities.
- b. To visit the various local groups upon invitation.

c. To suggest projects for local groups.

d. To organize local Men's Ministries.

(4) The duties of the District Men's Ministries Department Committee shall be:

a. To develop plans and programs for the Men's Ministries

Department in keeping with policies approved by the District Presbytery.

b. To promote the activities of the Men's Ministries Department in the District.

### **Section 3 Finances**

A. Special offerings shall be received at Zone and District activities.

B. Expenditures shall be according to the budget approved by the District Presbytery (By-Laws Article VI, Section 2).

## ***ARTICLE XII WOMEN'S MINISTRIES***

### **Section 1 Designation**

There ~~shall~~ *may* be a department known as Women's Ministries of the New England District.

### **Section 2 Purpose**

A. To provide fellowship among the women of the International Fellowship of Christian Assemblies in the New England District.

B. To serve in any way possible for the promotion of World & Home Missions.

C. To provide opportunity to pray for missionaries and to study missions.

D. To promote the Women's Ministries program among young women and girls.

## **Section 3 Organization and Government**

### **A.. Officers**

#### **(1) Executive Officers**

There shall be a President, Vice-President, Secretary and Treasurer.

#### **(2) Representatives**

There shall be a Women's Ministries representative from each Zone.

#### **(3) There shall be a Young Girls Coordinator.**

### **B. Committee**

The New England District Women's Ministries Committee shall consist of the Executive Officers, Zone Representatives, and a District Presbyter with the portfolio of Lay- Fellowship.

### **C. Quallfications**

(1) Must have a born-again experience

(2) Must be spirit baptized according to Acts 2:4

(3) Must be a member of a local church and active in Women's Ministries.

(4) Must be in harmony with the New England District of the International Fellowship of Christian Assemblies.

(5) The officers shall have resided in the District for the past year.

Representatives shall have resided in their respective Zone for at least six months.

### **D. Elections**

(1) The District Presbytery, serving as a nominating committee shall be entrusted with the responsibility of making careful investigation concerning the qualifications and general fitness of available women for these strategic posts and shall select not more than three names to be presented to the Women's Ministries District Council in session for election.

(2) The Women's Ministries President shall be elected by secret

ballot at the Women's Ministries District Council in even-numbered years. A two-thirds vote shall be necessary to elect. The term of office shall be two years and she may succeed herself.

(3) All other District Officers shall be nominated and elected by secret ballot at the Women's Ministries District Council for a term of two years. A two-thirds vote is necessary to elect. The Vice-President and Treasurer shall be elected in odd-numbered years, the Secretary shall be elected in even-numbered years.

(4) All Zone Representatives shall be elected annually.

(5) The Young Girls Coordinator shall be nominated and elected by secret ballot at the Women's Ministries District Council for a term of two years. A two-thirds vote is necessary to elect. She shall be elected in even-numbered years.

(6) All Officers and Representatives shall take office at the close of the Women's Ministries District Council.

#### E. Vacancies

(1) A vacancy in the office of Women's Ministries President shall be filled by the District Presbytery in consultation with the Women's Ministries District Officers. A vacancy in any other Women's Ministries District Office shall be filled through appointment by the Women's Ministries President in consultation with the Women's Ministries Committee and the approval of the District Presbytery.

(2) A vacancy in the office of Zone Representative shall be filled by the District Women's Ministries President in consultation with the Presbyter of that respective Zone.

#### F, Duties

(1) It shall be the duty of the Women's Ministries President to preside at all meetings of the Women's Ministries Committee and have general oversight of the District Women's Ministries work.

(2) It shall be the duty of the Vice-President to preside at all meetings in the absence of the President and to work in close cooperation with the President in all activities of the Women's Ministries Committee.

(3) It shall be the duty of the Secretary to keep a record of all proceedings and to prepare reports.

(4) It shall be the duty of the Treasurer to receive and disburse all funds of the Women's Ministries under the direction of the

President.

(5) It shall be the duty of all officers to attend all District Women's Ministries meetings and functions.

(6) It shall be the duty of the Zone Representative to:

- a. Arrange for and conduct Zone Rallies.
- b. Visit the various groups upon invitation of the local church.
- c. Stimulate and submit projects.
- d. Contact local groups each month by mail.
- e. Organize new groups.

(7) It shall be the duty of the Women's Ministries Committee:

- a. To develop plans and programs for the New England District Women's Ministries Department in keeping with the policies approved by the District Presbytery and General Council.
- b. To compile, subject to the approval of the District Presbytery, a manual of procedural guidelines.

## ***ARTICLE XIII HOME MISSIONS DEPARTMENT***

### **Section 1 Designation**

There may be a New England District Home Missions Department.

### **Section 2 Purpose**

- A. To promote the cause of Home Missions in cooperation with the National Home Missions Department.
- B. To establish and develop new churches.
- C. To assist and encourage dependent churches and to guide them to the status of affiliated churches.

### **Section 3 Organization and Government**

A. Officers

The District Overseer shall direct District Home Missions through

an assistant appointed by the District Presbytery.

#### B. District Home Missions Committee

The District Home Missions Committee shall be the District Presbytery.

#### C. Zone/Section Home Missions Committee

The Zone/Section Home Missions Committee shall be comprised of the Zone/Section Presbyter, Zone/Section Secretary, and a minister-at-large who resides in that Zone/Section and is appointed by the District Presbytery.

#### D. Duties

(1) The District Overseer shall direct the District Home Missions Committee.

(2) The District Home Missions Committee shall develop and plan programs, annually review the Home Missions Manual and make necessary changes.

(3) The Zone/Section Home Missions Committee shall develop and promote Home Missions projects on a local basis as outlined in the Home Missions Manual

(4) The District Home Missions Committee shall negotiate a written agreement and give a Constitution and By-Laws to all new efforts as outlined in the Home Missions Manual and shall act as the governing Board of any Affiliated church when it requests to become a Dependent church under the supervision of the District Presbytery,

(5) The Zone/Section Presbyter shall promote Home Missions activities in his Zone/Section. He shall keep records of all Zone/Section activities, promotional material and shall transfer these to his successor

## ***ARTICLE XIV QUORUM***

### **Section 1 District Council**

50% of those eligible members present at a duly announced meeting of the New England District shall constitute a quorum.

## **Section 2 District Presbytery**

A majority present at a duly called meeting of the District Presbytery shall constitute a quorum.

## **Section 3 Zone/Section Council**

Those present at a duly announced meeting of the Zone/Section shall constitute a quorum.

## ***ARTICLE XV RULES OF ORDER***

In order to expedite the work of the District Council and to avoid confusion in its deliberations, the District Council shall be governed by Roberts Rules of Order, all in keeping with the spirit of Christian love and fellowship.

An official parliamentarian shall be appointed by the District Presbytery. His decisions shall be binding unless reversed by a two-thirds vote of the body.

## ***ARTICLE XVI AMENDMENTS***

Amendments to the By-Laws may be made at any regular or special meetings of the District Council by a two-thirds vote of the members voting on the proposed amendment (Article XIII Constitution).