

УКРАЇНСЬКИЙ ПРАВОСЛАВНИЙ СОБОР СВЯТОГО ВОЗНЕСІННЯ



UKRAINIAN ORTHODOX HOL Y ASCENSION CATHEDRAL

635 Broad Street, Clifton, New Jersey 07013

www.ukrcoc.org



CONSTITUTION AND BY-LAWS

Effective: 1 January 2014

CONSTITUTION OF THE
UKRAINIAN ORTHODOX HOLY ASCENION CHURCH
of
PASSAIC, NEW JERSEY

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CONSTITUTION OF THE
HOLY ASCENSION UKRAINIAN ORTHODOX CHURCH
OF PASSAIC, NEW JERSEY

ARTICLE I
NAME. CHARTER. SEAL. ORGANIZATION

SECTION A - The name of the Church shall be "Ukrainian Orthodox Holy Ascension Church of Passaic, New Jersey", also known as: "Ukrainian Orthodox Holy Ascension Cathedral of Clifton, New Jersey".

SECTION B - The "Ukrainian Orthodox Holy Ascension Church of Passaic, New Jersey was incorporated on the 11th day of the month of July, 1925, represented by a Certificate of Incorporation evidenced at the County Clerk's Office, Paterson, New Jersey, Charter #148652, and recorded at said office on the 20th day of the month of July, 1925, under the name of "UKRAINIAN ORTHODOX HOLY ASCENSION CHURCH OF PASSAIC, NEW JERSEY". This Certificate of Incorporation was amended on the 11th day of the month of July and duly filed and recorded at the above stated office on the 20th day of the month of July, 1925.

SECTION C - The location of the Ukrainian Orthodox Holy Ascension Church of Passaic, New Jersey, herein referred to as the "Church", is currently located in the City of Clifton, in the State of New Jersey, at 635 Broad Street.

SECTION D - The Seal of the Church is of a round shape with the following inscription in both Ukrainian and English: "UKRAINIAN ORTHODOX HOLY ASCENSION CHURCH OF PASSAIC".

SECTION E - The official language of the Church is Ukrainian. The English language will supplement the official language when necessary.

SECTION F - The Church recognizes the Faith, dogmas, canon laws, rites, and spiritual leaders of the Ukrainian Orthodox Church - Kyivan Patriarchate of Kyiv, Ukraine ("KP"). All church service books must have the approval of KP. The Church recognizes the Patriarch of the KP as the Supreme Religious Leader of all spiritual and religious matters, only. The Church does not and will not, whether directly or indirectly, surrender to the KP, whether by implication, course of conduct or otherwise, any of its rights, title and/or interest in any of its present or future property, other assets, income or contributions, or the control of its other affairs, including the right to select the priest or other clergy to serve the Church, consistent with this Constitution.

SECTION G - As long as the KP remains independent and free of any foreign influence and continues to support a free, sovereign, independent Ukrainian state, the Church shall recognize the KP as set forth in Section F. If the first sentence is deemed

no longer applicable by at least 75% of the majority vote of members who have been in good standing for a minimum of ten (10) years, then the Church will terminate its recognition of same. The determination of the Church's recognition of another spiritual authority, if any, shall be made by the same percentage of the same members. Under no circumstances will the Church become a member of or recognize the spiritual, temporal or other authority of any church or other religious or other organization or institution that is not a free and independent Ukrainian Orthodox Church and committed to a free, sovereign and independent Ukrainian state.

ARTICLE II PURPOSE and OBJECTIVES

SECTION A.- The objectives of the Church are to preach the teachings of Our Lord Jesus Christ in accordance with the dogmas, rules and rites of the Ukrainian Orthodox Church - Kyivan Patriarchate of Kyiv, Ukraine; to keep the Faith in the Christian spirit; to give moral and, where possible, material aid to the needy members of the Church; to organize and to maintain a religious and Ukrainian School where the children are taught religion, the Ukrainian language and history, and related subjects dealing with Ukraine. It is also the aim of the Church to be a leader in cultural and enlightening activities, both within and outside of the Church.

SECTION B - The Church will stand on guard for the rights of the Ukrainian Nation for its full independence; will not recognize any government in Ukraine which has been established against the will of the Ukrainian people.

SECTION C - A non-political attitude should be strictly adhered to in all Church meetings and under no circumstances shall a candidate for political office, or a commercial enterprise, be endorsed by the Church.

ARTICLE III MEMBERSHIP

SECTION A - A member of the Church shall be any person of Ukrainian origin, of good moral habits, who recognizes the Faith, including the Holy Sacraments, and rites of the Ukrainian Orthodox Church - Kyivan Patriarchate, pays the established membership fees, and fulfills all other obligations of a parishioner, and abides by the Church Constitution and its By-Laws. A person of other than Ukrainian origin may also belong to the Church, provided that he or she accepts the Ukrainian Orthodox Faith and fulfills the obligations as stipulated above.

SECTION B - Each new member must pay the annual dues as well as all other fees passed by the Church.

SECTION C - Members with full privileges may be persons who are eighteen (18) years of age, self-supporting, and who can fulfill all the responsibilities of a parishioner. Children under eighteen (18) years of age or totally dependent children, enjoy the rights under the membership of their parents, but they are not given the right to vote.

SECTION D - Application for new memberships will only be accepted at a meeting of the Executive Board. The applicant must be introduced by a member and must show a letter of character recommendation. The applicant must state his or her name, age, place of birth, address, last church attended, and the names and ages of all of his or her immediate family.

ARTICLE IV OFFICERS

SECTION A - The Executive Board will consist of:

1. President
2. Vice President
3. Treasurer
4. Financial Secretary
5. Recording Secretary - Ukrainian
6. Recording Secretary - English

The term of office for each of the Executive Board members will be one (1) year.

SECTION B - Other officers will be:

1. Trustees - comprised of six (6) members, each for a term of two (2) years, with the exception of three (3) members for the first election shall have terms of one (1) year each. Thereafter three (3) will be elected.
2. Auditing Board - comprised of three (3) members.
3. Assistant Treasurer
4. Assistant Financial Secretary
5. Director of Cultural Affairs
6. Church Cemetery Director
7. Assistant Church Cemetery Director
8. Sergeant-at-Arms - comprised of two (2) members.
9. Past President - Ex Officio
10. Elders

The term of office for the above-mentioned officers will be one (1) year except as otherwise specified.

SECTION C - Candidates for the Executive Board will be members who have been in good standing for a minimum of three (3) years. Candidates for other offices will be members who have been in good standing for a minimum of two (2) years.

SECTION: D - Officers are to be elected at the annual meeting of the Church. The voting can either be closed or open, as decided upon at each annual meeting. Majority rule will decide.

SECTION E - The elected Board President shall not hold the same office more than three (3) consecutive years without a lapse of at least one (1) year.

SECTION F - The newly-elected officers are to be sworn in during Liturgy on the Sunday following the electoral meeting. After the oath is taken, they are considered to be lawful officers and may take over their respective offices.

SECTION G - Officers are to be elected for a term as prescribed by Article IV, Sections A and B, or until their successors are elected as provided for in the By-Laws.

SECTION H - No Pastor or Cantor can at any time hold an elective office.

ARTICLE V DUES

SECTION A - Annual dues shall be due and payable on or before the first day of April of each year. The amount, thereof, shall be fixed by a majority of voting members present at a general membership meeting.

SECTION B - Dues shall be assessed on the basis of a single fee for each person qualifying as a member.

SECTION C - A vote to increase or decrease the amount of dues will not be taken until, during a general membership meeting, a motion is made, duly seconded, and a majority vote is received. The approved change will not go into effect until the following year.

SECTION D - Persons whose dues remain unpaid on December 1 of the current year will be dropped from the membership and shall lose all related membership rights..

SECTION E - A retired senior member, who is financially unable to pay his dues, will be excused from such payments provided he has been a member in good standing in the Ukrainian Orthodox Church - Kyivan Patriarchate, Ukraine for a period of ten (10) years.

SECTION F - Suspended members who wish to return to the Church shall be

assessed an amount as fixed in Article VII, Section D of the By-Laws.

ARTICLE VI
MEMBERS RIGHTS and PRIVILEGES

SECTION A - All qualified members have a vote at all Church meetings from the day of their acceptance into the membership of the Church.

SECTION B - Any member is eligible for a position as a Church officer provided he fulfills the qualifications as listed under Article IV of the Church Constitution.

SECTION C - Each member in good standing has the use of the Church and the services of the Priest when such use or service is of a general nature. The use of the Church and services of the Priest for any personal matter are also available. Refer to Article VII of the By-Laws for "Church Service Fees".

ARTICLE VII
QUORUM

SECTION A - A quorum at a general membership meeting shall be sixty (60) voting members and ten (10) officers; three (3) of whom must be from the Executive Board or Trustees.

SECTION B - A quorum at an officers meeting shall be ten (10) officers.

SECTION C - A quorum for a general membership meeting following a meeting that has been postponed due to failure of meeting a quorum, shall be fifty (50) voting members and ten (10) officers, three (3) of whom must be- from the Executive Board or Trustees.

ARTICLE VIII
CHURCH PROPERTY

SECTION A - The Church and its property, real or otherwise, belongs exclusively to the Church, and may never be sold, assigned, or given away by an individual member, a group of members, any Clergy, or the Diocese, nor any hierarch or religious entity within the Ukrainian Orthodox Church - Kyivan Patriarchate of Kyiv, Ukraine or any other religious institution whatsoever.

SECTION B - The Church may use its property as it sees fit without any permission from any Bishop or any cleric nor any hierarch or religious entity within the Ukrainian Orthodox Church - Kyivan Patriarchate of Kyiv, Ukraine or any other religious institution whatsoever.

SECTION C - The Church is managed only by the Church officers. These officers cannot give away or donate any Church property without the majority vote at a general membership meeting, unless such items are deemed refuse or have no real value to the Church.

SECTION D - The Church officers can purchase items for Church use under the following-limitations:

1. For single purchases under Ten Thousand Dollars (\$10,000.), the officers require a majority vote at a Church officers monthly meeting or special meeting called for same.
2. For single purchases over Ten Thousand Dollars (\$10,000), a majority vote is required at a general membership meeting.
3. For major repairs to the church properties in excess of \$10,000, the church officers are authorized to proceed after obtaining a minimum of three quotations, and by unanimous vote of the Board, and after announcing the action needed at three consecutive Sunday Liturgies.

SECTION E - The Church officers cannot sell or mortgage any Church property without the authorization of the Church membership. The limitations are as described for purchases under Section D.

ARTICLE IX CEMETERY

SECTION A - The Church has its own section at the East Ridgelawn Cemetery, in the City of Clifton, New Jersey. The section contains both individual and family plots and these are available for purchase by a Church member in good standing.

SECTION B - The Church reserves the right to purchase additional plots, or dispose of, at the present location or purchase additional plots another cemetery should the need arise.

SECTION C - The price per plot has already been established. A vote to increase or decrease this amount should not be taken until, during a general membership meeting, a motion is made, duly seconded and a majority vote is received. The approved change shall become effective immediately after approval.

SECTION D - A member shall not purchase any more plots than necessary. The number o plots available for purchase to a member will bear a direct relationship to the number in his immediate family. Members desiring to purchase more plots than allotted to them will have to send a written notice to the Church Cemetery Director stating the reasons why the additional plots are required. The notice will be read at a monthly Church officers meeting and the decision of the officers will be final.

SECTION E - Payment for the plot or plots are to be arranged by the Church Cemetery Director. A maximum of one (1) year will be allowed for purchases made on a term basis, unless the Church officers grant an extension.

SECTION F - When the full payment is received for a plot, a deed will be issued. This deed will not be valid unless signed by the Church Cemetery Director, the Pastor, and the Church Board President. All final purchases are subject to

approval by the Executive Board.

SECTION G - The deeds are non-transferable except within the family, provided such person is a member of the Church in good standing.

SECTION H - Each owner must abide by the rules of the Cemetery.

SECTION I - Non-members may not be buried in the Church Cemetery.

SECTION J - A member who resigns or loses his membership, likewise loses all rights of the unfilled plots at the Cemetery which he had earlier purchased. The Church will refund the purchase price of the unfilled plots, provided the unfilled plots are suitable for resale.

SECTION K - Services at the Church Cemetery are only to be performed by the Church pastor, his assistants, or an invited guest Clergy, provided he is within the framework of the Ukrainian Orthodox Church - Kyivan Patriarchate of Kyiv, Ukraine.

ARTICLE X ASSOCIATED CHURCH ORGANIZATIONS

SECTION A - Only Church members can be members in any of the associated Church organization
SECTION B - All Church organizations must abide by the Church Constitution and its By-Laws. All other organizations using the facilities of the Church and/or its properties, must abide by the Church rules.

SECTION C - Any new organization desiring to be formed must have the approval of the Church officers.

SECTION D - All Church organizations are to elect their own officers and should strive to be self-sufficient. They should form their own rules and regulations, provided they do not conflict with the Church Constitution and its By-Laws.

SECTION E - Should a Church organization fail to be active for a period of time exceeding twelve (12) months, it will be assumed that the organization has been dissolved.

SECTION F - Any Church organization that is dissolved must turn over its funds and records to the Church.

ARTICLE XI THE PASTOR HIS DUTIES and RIGHTS

SECTION A - Only a Ukrainian of Orthodox Faith can be a pastor of the Ukrainian Orthodox Holy Ascension Church of Passaic, New Jersey.

SECTION B - Every newly-arrived Pastor must possess a letter of assignment.

SECTION C - The Pastor, aside from performing his regular required pastoral duties, also supervises the instruction of the children in the religious schools, works in an advisory capacity with the Church Choir and other Church organizations.

SECTION D - The Pastor keeps a record of all members. He must keep the records o births, marriages and deaths accurately.

SECTION E - The Pastor shall receive a monthly salary and benefits as agreed upon y the membership.

SECTION F - A Pastor who desires to leave the Church must notify the Church officers of his intention sixty (60) days in advance. Failure to comply with this will cause the Pastor the loss of a month's salary. Also, upon his departure, he must return all books, documents and other Church property to the Church Board.

SECTION G - If the Church wishes a change in Pastors, it must notify the Pastor sixty (60) days in advance of its intention. The Pastor can be requested to leave only by majority vote at a general Church membership meeting.

SECTION H - A Pastor shall be provided with suitable furnished quarters.

SECTION I - A Pastor shall be an honorary member of the Church officer board with voting power.

ARTICLE XII
THE CANTOR
HIS DUTIES and RIGHTS

SECTION A - The Cantor must be a Ukrainian, religious and qualified. He teaches and substitutes for the Pastor in the Ukrainian School. He/she conducts the choir. He/she must fulfill the wishes of the Church and the Church Board. The salary is decided by the membership. If he/she desires to leave the Church, he must notify the Church Board sixty (60) days in advance of his intention. Failure to do so will result in a loss of a month's salary.

SECTION B - Upon his/her departure he/she must return all books, documents and other Church property to the Church Board.

SECTION C - All music for the church, written by the Cantor, during his/her employ shall become the property of the Church. A copy of all music must be kept on Church file with Church seal.

ARTICLE XIII
DISSOLUTION

SECTION A - In the event of dissolution, all property, real and personal, after all

debts have been paid, shall be given to the Vicariate of the Kyivan Patriarchate of the USA/Canada. In the event that Section G of Article I had been exercised, the proceeds shall be given to the Ukrainian organizations in accordance with the wishes of 75% of the remaining members who have been in good standing for a minimum of ten (10) years.

ARTICLE XIV
AMENDMENTS

Proposed amendments to the Church Constitution may be introduced by any member at a general membership meeting. Such a proposed amendment or amendments must be put in a form of a motion, duly seconded, and the proposed amendment must be posted on the Church property for all members to see. Announcements shall be made in Church for three (3) consecutive Sunday services on the proposal. In the posted notice, as well as the announcements in Church, members shall be given the date of the general membership meeting and the text of the proposed amendment. The results of the vote shall be determined by a seventy-five percent (75%) majority at a general membership meeting.

The Church Constitution was approved on 27 October 2013.
Effective date: 1 January, 2014

BY-LAWS OF THE
UKRAINIAN ORTHODOX HOLY ASCENION CHURCH
of
PASSAIC, NEW JERSEY

ARTICLES	TITLES
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I	MEMBERS RESPONSIBILITIES AND DUTIES
II	OFFICERS RESPONSIBILITIES AND DUTIES
III	RESIGNATIONS
IV	LOSS OF MEMBERSHIP
V	MEETINGS
VI	ELECTIONS
VII	CHURCH SERVICE FEES
VIII	AMENDMENTS

BY-LAWS OF THE
HOLY ASCENSION UKRAINIAN ORTHODOX CHURCH
OF PASSAIC, NEW JERSEY

ARTICLE I
MEMBERS RESPONSIBILITIES and DUTIES

SECTION A - Each member of the Church shall attend Church **services, receive the Holy Sacraments, help the Church by fulfilling the duties** that have been assigned to him, become familiar with the Church Constitution and its By-Laws, and abide by them. **A member shall contribute to the development of the Church, lead an honest and moral life, and avoid any action which would be detrimental to himself or the Church.**

SECTION B - Each member should send his children to Sunday School for religious training and to Ukrainian School in order that the child may learn the Ukrainian language and the history of Ukraine.

SECTION C - **Members shall attend general membership meetings. During such meetings members must conduct themselves properly.**

SECTION D - Members are required to contribute to Sunday collections as well as other Church collections. Members shall financially fulfill their obligations to all church functions, whether in attendance or not.

SECTION E - **Under no circumstances shall a member other than the President, the Pastor, or their duly appointed representatives, issue public statements or opinions with the inference that they are the attitudes of the Church as a whole.**

SECTION F - Occasionally, secondary rules will be adopted by the officers during their term of office; each member shall abide by these rules.

SECTION G - Any member who is absent from a meeting must nevertheless abide by the decisions made in his absence.

SECTION H - **Members should not speak untruths of their fellow members, the Pastor or church officers or officials; nor make any derogatory remarks against the Church or the Orthodox religion.**

SECTION I - Each member must submit to the Church Executive Board his address, number of children and their ages. It will be the member's responsibility to notify the Board of any changes in this information.

ARTICLE II
OFFICERS' RESPONSIBILITIES and DUTIES

SECTION A - All officers shall abide by the rules for members as outlined under Article I of the By-Laws.

SECTION B - The President shall preside at all Church meetings, appoint committees and be a member Ex Officio, thereof.

SECTION C - The Vice President shall perform the duties of the President in his absence or at his request.

SECTION D - The Treasurer shall have charge of all Church funds and shall place same in such bank or banks as may be approved by the remaining officers. Such monies shall be withdrawn only by checks signed by the Treasurer and countersigned either by the President or the Financial Secretary; these to be used for the payment of such bills as have been approved by the officers. He shall keep an accurate accounting of all his transactions and render a detailed report to the officers when requested to do so. He shall also submit an annual report to the membership. He shall, further, be responsible for the collection of membership dues. This office shall be in "bond".

SECTION E - The Financial Secretary shall keep the records of the Treasurer and be responsible for drawing the checks for payment of approved bills. He shall keep a record of all receipts, bills, and maintain a record of all members. He shall keep an accurate accounting of his transactions and render a detailed report to the officers when requested to do so. He shall also submit an annual statement to the membership.

SECTION F - The Recording Secretary shall conduct all correspondence, notify members of all monthly meetings, and, if necessary, any general meetings. He shall keep a true record of all meetings and shall have custody of all papers and record books, except those books kept by other officers. He shall sign all official papers along with the signature of the President. (The Recording Secretary-English, shall keep a true record of all meetings in the stated language.)

SECTION G - The Auditing Board shall check the financial state of the Church savings and checking accounts and the general conduct of business. The accounts should be checked quarterly and a report issued at the annual meeting. The semi-annual report should be posted. The Auditing Board has the right to call in any financial record at any time should there be any suspicion of misappropriation of funds or suspicion of unlawful practice. Such suspicions, if found to be true, are to be immediately reported to the officer body so that further proper action may be taken.

SECTION H - The Trustees have in their care all the Church property and they help manage it with the Executive Board. The Trustees shall keep a record of all Church property and report same to the membership at the annual meeting. No

major large transaction can take place without the agreement and signature of all the Trustees, provided said transaction has been approved by the membership as stated under Article VIII, Section E of the Church Constitution. The Trustees are obligated to act in accordance with the decisions of the general membership.

SECTION I - The Director of Cultural Affairs shall arrange, with the approval of the Executive Board, the Pastor, and the Cantor, concerts, national holiday celebrations, and other special events. He shall prepare and arrange exhibits of Ukrainian crafts and arts, as well as organize groups to continue these Ukrainian traditions.

SECTION J - The Church Cemetery Director shall keep the records of plots in the Church Cemetery. He shall be responsible for collecting monies for the purchase of lots, recording purchases, issuing receipts that are subject to approval by the Executive Board, maintaining accurately the plot location map. He shall keep an accurate record of all his accounts and transactions, and render a detailed report to his officers when requested to do so. He shall also submit an annual statement to the general membership. All monies he receives must be turned over to the Treasurer.

SECTION K - The Sergeants-at-Arms shall be responsible for maintaining order at each meeting. They shall also assist in seeing that only members are permitted to the general meetings, except when special permission is granted by the officers. Any disorderly persons shall be conducted out of the meeting by the mentioned officers.

SECTION L - The Assistants to the Treasurer, Financial Secretary, Recording Secretary (English), and the Church Cemetery Director, shall each assist their respective officers in performing their duties.

SECTION M - All statements or reports intended for issuance to the general membership must have the majority approval of the Executive Board.

SECTION N - All officers are obligated to attend the monthly officers meetings and general membership meetings. An officer must notify the Executive Board when he cannot attend one of the meetings. An officer shall

be asked to resign should he fail to attend three (3) consecutive monthly meetings without good cause and being properly excused.

SECTION O - Any officer failing to perform his duties as an officer or Church member, shall be brought up for arraignment at a special officers meeting. A majority officers' vote will be required for impeachment; if such action is deemed necessary. An impeached officer must immediately surrender all Church funds, books, records and keys that are in his possession.

ARTICLE III RESIGNATIONS

SECTION A - The resignation of any member may be accepted by either the President or the Pastor at any time.

SECTION B - Should the President resign, the Vice President shall assume the required duties until the next annual meeting. However, should any other vacancy exist in the officer board, said vacancy to be filled by the respective assistant, if one exists; or by a Church member who has been appointed by the Executive Board until the general election at the next annual meeting.

SECTION C - Any officer who resigns or is suspended, must surrender at once any Church property, funds, ledgers, books or keys that are in his possession.

ARTICLE IV LOSS OF MEMBERSHIP

SECTION A - A member will be suspended and lose his right of membership on any of the following counts:

1. Not living in accordance with the teachings of the Ukrainian Orthodox Church.
2. Failure to pay membership dues as specified under the Church Constitution, Article V.
3. When he advocates the Communist doctrine or conducts himself as an anarchist, or when he propagates the dividing or breaking up of the Church.
4. Failure to abide by the Church Constitution and its By-Laws.

SECTION B - A member who is suspended or who resigns his membership loses all rights and privileges of the Church. He has no right to claim any return of contributions or donations other than a legal loan or mortgage.

SECTION C - Charges against any member must be submitted in writing to the Executive Board. The member who is charged will be petitioned in writing and should be present at a special Church board meeting. Should the Board in its

findings suspend the member, that person shall have twenty (20) days within which to appeal the suspension. The appeal shall then be carried over to the next annual or semi-annual meeting, whichever comes first, for consideration by the general membership. Any decision made by the general membership will be final and no future appeal will be granted.

SECTION D - While a member is in a period of suspension, he shall lose the privilege of voting at general Church meetings.

ARTICLE V
MEETINGS

SECTION A - A general meeting is one that is open to the general membership, such as: annual, semi-annual and special meetings.

SECTION B - Only paid-up members in good standing are permitted to attend and vote at general meetings.

SECTION C - The annual meeting is called on the last Sunday in the month of October. At this meeting, the activities of the past year are discussed, final officer reports are presented, and important current matters are taken up. The order of business for the annual meeting is to be as follows:

1. Opening of Annual Meeting (by President, or Vice President, or their duly-appointed representative.)
2. Opening Prayer - Invoked by the Pastor.
3. Commemoration of deceased members.
4. Officers' Roll Call
5. Reading of the Minutes
6. Acceptance of the Minutes
7. 2 Secretaries

8. Correspondence
9. Report by the Pastor
10. Report of the Choir Director
- 11; Reports of Officers (opening statement - President)
12. Acceptance of Reports.
13. Election of Chairman to preside over election of Officers.
14. Election of new Officers.
15. Old Business
16. New Business
17. Acceptance of new members and/or review of suspension appeals.
18. Adjournment - Closing Prayer

SECTION D - A majority vote shall rule at all meetings, provided a quorum exists, except when otherwise stated in the Church Constitution or By-Laws.

SECTION E - The specific day and time for all general meetings shall be established by the Church officers at a regular monthly officers meeting. The announcement shall be made in Church for two (2) consecutive Sundays.

SECTION F - Roberts Rules of Order, Revised, shall govern the procedure at all meetings, provided these rules do not conflict with any part of the Church Constitution or its By-Laws. Should this ever be the case, the Church Constitution and its By-Laws will have precedence. (Members desiring to speak must be recognized by the Chairman. No member is permitted to interrupt another member who has been given the right to speak.)

SECTION G - Officers meetings are to be held monthly. The time and date for these meetings shall be established by the newly-elected officers, after the swearing-in ceremonies.

SECTION H - All meetings start punctually at the time specified. If at that time a quorum does not exist, a thirty (30) minute maximum waiting period shall be held. If after the waiting period a quorum still does not exist, the meeting will be postponed for a later date.

ARTICLE VI
ELECTIONS

SECTION A - Nominations for office shall be made from the floor at the annual meeting, or each office in the Executive Board.

SECTION B - The election of officers can either be closed or an open vote, as decided upon by the majority of members.

SECTION C - The Chairman shall appoint a committee of three (3) to be responsible for providing an acceptable procedure with which to accomplish the honesty of the balloting, and in the case of a closed vote, the secrecy of the balloting. In a closed vote, the Chairman of the mentioned committee shall maintain the ballot box intact for a period of thirty (30) days.

SECTION D - Plurality vote shall elect.

SECTION E - Newly-elected officers shall take office after the swearing in ceremony as described in the Church Constitution, Article IV, Section F.

ARTICLE VII
CHURCH SERVICE FEES

SECTION A - All members in good standing receive the following:

1. Baptism
2. Matrimony
3. Funeral

SECTION B - A person who commits suicide will not receive any Church services, unless proven otherwise.

SECTION C - Fees for services shall be posted on the Church Bulletin Board and adjusted by the Church Council as necessary.

ARTICLE VIII
AMENDMENTS

Proposed amendments to the Church By-Laws may be introduced by any member at a general membership meeting. Such a proposed amendment or amendments must be put in a form of a motion, duly seconded, and the proposed amendment must be posted on the Church property for all members to see. Announcements shall be made in Church for three (3) consecutive Sunday

services on the proposal. In the posted notice, as well as the announcements in Church, members shall be given the date of the general membership meeting and the text of the proposed amendment. The results of the vote shall be determined by a seventy-five percent (75%) majority at a general membership meeting.

The Church By-Laws were approved on 27 October 2013.
Effective date: 1 January 2014