

# Missionary Church Florida District TEMPORARY BYLAWS

## ARTICLE I – NAME

The name of this organization shall be the Missionary Church Florida District Inc. abbreviated as: (MCFD)

## ARTICLE II – BOUNDARIES

- A. The boundaries of the Missionary Church Florida District included the state of Florida and all other areas as defined by the General Conference of the Missionary Church Inc.
- B. The address of the MCFD is the address of the duly selected chairman of the District Administrative Team

## ARTICLE III – RELATIONSHIP

Missionary Church Florida District is a subsidiary of The Missionary Church Inc. with headquarters at P.O. Box 9127 or 3811 Vanguard Dr., Fort Wayne, IN 46809. The MCFD is responsible for the promotion and work of fulfilling the objectives of the Missionary Church Inc. (“to be an evangelical denomination committed to church planting and missions”) within its confines known as the Missionary Church Florida District. The MCFD is governed in all matters pertaining to doctrine, polity and practice by the “Constitution and Bylaws” of the parent organization: The Missionary Church Inc. The bylaws of the parent organization shall supersede the bylaws of the subsidiary if in direct conflict.

## ARTICLE IV – PURPOSE, VALUES, VISION AND MISSION

The purpose of the Missionary Church Florida District is:

To make more and better churches

The Purpose, Values, Vision and Mission of the MCFD shall be outlined in the MCFD Policy Manual.

## ARTICLE V – FAITH AND PRACTICE

The Missionary Church Florida District accepts the “Articles of Faith and Practice” as outlined in the most recent edition of the “Constitution of the Missionary Church Inc.” of Fort Wayne, IN.

## ARTICLE VI – CONSTITUENCY

The constituency of the Missionary Church Florida District shall be (the full member churches, credentialed resident ministers, members in good standing of full member churches, and institutions controlled by the MCFD and used for the MCFD’s purposes) within the boundaries of the Missionary Church Florida District.

All full member churches and institutions controlled by the MCFD and used for the MCFD’s purposes shall be subsidiaries of the MCFD. All subsidiaries of the MCFD shall adopt a purpose, mission, and values statement and be governed by bylaws adopted by the subsidiary in accordance with MCFD bylaws and policies and the Constitution and Bylaws of the Missionary Church Inc. The MCFD’s or the Missionary Church Inc.’s bylaws and policies shall supersede those of its constituency when in direct conflict.

## ARTICLE VII – DISTRICT CONFERENCE

- A. **Jurisdiction:** The Missionary Church Florida District shall be governed by a District Conference which shall function in accordance with the authority delegated to it by the Constitution and General Conference of the Missionary Church Inc., The Missionary Church Inc., and the Missionary Church Florida District Bylaws. The District Conference shall have jurisdiction over

all district officers, boards, churches, organizations, and the tangible property of the MCFD and its churches.

- B. **Composition:** The District Conference shall be composed of the denominational president (member ex officio), all ordained and licensed ministers who are resident ministers of the MCFD, one lay delegate for each 25 members or fraction thereof from each full member church, and the chairperson of any District Standing Committee.
- C. **Time of Meeting:** The District Conference shall meet once each calendar year at the time and place decided by the District Conference or the District Executive Board. All conferences shall be governed according to Robert's Rules of Order. Special conferences may be called by the District Executive Board. The membership of the special conference shall be the same as the membership of the previous District Conference.
- D. **Function:** The function of the District Conference shall be that as defined by the "Constitution of the Missionary Church Inc."
- E. **Procedural Order:** The District Administrative Team shall have authority to place items on the agenda for the District Conference and to arrange the agenda of the District Conference. Any constituent of the MCFD may request the District Administrative Team to consider placing an item on the agenda for the District Conference by submitting a written request to the District Secretary at least 60 days prior to the announced District Conference.

It is the prerogative of any full church member within the boundaries to make official recommendations to the District Conference. Such recommendations must come by a 2/3 majority vote from the highest governing body of the local church and must be submitted to the District Administrative Team at least 30 days prior to the announced date of the District Conference. These items shall be automatically placed on the agenda of the District Conference.

#### **ARTICLE VIII – OFFICERS**

- A. **Qualifications:** Officers shall be members in good standing of full member MCFD Churches. Officers shall be in complete agreement with the Vision, Values and Mission statement of the MCFD. All officers must receive a majority vote of the District Conference to be elected to office.
- B. **Executive Officers:** The Executive Officers of the MCFD shall consist of the Chairman, Secretary and Treasurer.
- C. **The Chairman:** shall be selected by the District Administrative Team.
- D. **The District Secretary:** shall be selected by the District Administrative Team.
- E. **The District Treasurer:** shall be selected by the District Administrative Team.
- F. **Vacancies:** occurring in the Executive Officers shall be filled by appointment of the District Administrative Team.

#### **ARTICLE IX – DUTIES OF OFFICERS**

- A. The Chairman shall have direct supervision of all credentialed ministers, churches, institutions controlled by the MCFD, and or any MCFD subsidiary. He shall fulfill all reporting requirements of the Missionary Church Inc.. He is the liason officer in all negotiations between churches and pastors. He shall monitor each church in the fulfillment of that churches mission. He shall offer coaching, mentoring, and development to all residential credentialed ministers. He shall be accountable to the President of the Missionary Church Inc. and the District Conference.
- B. The District Superintendent shall be responsible and is duly empowered to conduct the business of the District Administrative Team in the intervals between meetings. The District Superintendent shall definitively deal with all emergency matters and may call a special session of the District Administrative Team when necessary. The District Superintendent shall act definitively on matters concerning churches, property, church planting, ministers and other related matters that might occur that could affect the accomplishment of the purpose and mission of the MCFD. The District Superintendent shall act definitively on all matters prescribed by the District Administrative Team or District Conference.
- C. The Secretary shall record, keep and distribute all minutes of the District Conference and District Administrative Team and perform such other functions as are outlined by the Conference or

- District Administrative Team. The Secretary shall keep a public volume of all District policies and monitor all District meetings for procedural accuracy.
- D. The Treasurer shall receive such moneys as the District Conference shall determine and make payments in keeping with its policies and directives. The Treasurer shall utilize customary and usual accounting procedures, offer books for audit annually, submit an annual report to the District Conference and provide other reports as requested by the District Conference or District Administrative Team.

#### **ARTICLE X – DISTRICT ADMINISTRATIVE TEAM**

- A. **Composition** – The District Administrative Team shall be composed of the Chairman, Secretary, Treasurer and MCFD senior pastors who have served in the district a minimum of three years. The national director of US Ministries shall be an advisory member.
- B. **Duties** – The District Administrative Team is duly empowered and shall be responsible to conduct the business of the District Conference in the intervals between District Conferences. The District Administrative Team shall definitively deal with all emergency matters and may call a special session of the District Conference when necessary. The District Administrative Team shall act definitively on matters concerning churches, property, finances, church planting, ministers and other matters that could affect the accomplishments of the purpose and mission of the MCFD. The District Administrative Team's actions shall be subject to ratification by the next District Conference. The District Administrative Team shall be responsible to fulfill any duties under District Executive Board in the Missionary Church Inc. Constitution and Bylaws.
- C. The District Administrative Team is duly empowered and shall be responsible to develop day to day policies for the governing of the MCFD's regular affairs.
- D. The District Administrative Team shall have authority to make judicious investigation of any official elected by the District Conference in the event of malfeasance in office or unworthy conduct by the elected officer.
- E. **Directors** – The District Administrative Team shall have the authority to appoint directors for district programs and affairs.
- F. **Ministerial Credentials** – The District Administrative Team shall develop a policy outlining requirements and examination of all ministerial candidates who seek to become resident credential ministers in the MCFD making certain to fulfill all requirements for credentialing as outlined in the Missionary Church Inc. Constitution and Bylaws and to maintain the harmony of the MCFD and the fulfillment of its mission. The District Administrative Team shall (by a 2/3 majority vote) license, ordain or accept ministers as resident ministers in the MCFD.
- G. **Pastoral Relations** – The District Administrative Team shall serve as the pastoral relations committee. The pastoral relations committee shall resolve pastoral conflict and set procedure for all pastoral changes in the highest interest of the churches, pastors and denominations.
- H. **Authority to Intervene** – upon request of a local church, or when it is apparent to the District Administrative Team that emergency assistance is needed by a local church, or when the integrity of the minister, local church, District or Denomination is apparently threatened – the relevant issues shall be placed before the District Administrative Team. The congregation shall be informed of the meeting of the District Administrative Team in which consideration of the situation shall be made, and individuals from the congregation shall be allowed to represent their views and perceptions, either in person or by letter, to the District Administrative Team. The District Administrative Team by a 2/3 majority vote shall have authority to exercise discipline (including removal or dismissal) over local churches, church members, church governing bodies, or ministers in order to maintain the integrity of a minister local church, the District or the Denomination without the approval of the local church congregation.
- I. **Board of Directors** – The District Administrative Team shall serve as the Board of Directors of the District Conference and shall hold in trust any properties owned by the District Conference and have authority to receive and hold in trust moneys, gifts, and legacies; acquire, loan or borrow money; purchase, sell, improve, convey or exchange real estate held by the District Conference or other property such as stocks, bonds, mortgages and other securities; issue conformity with civil laws of several states in keeping with the authority delegated by the District Conference. The District Administrative Team may designate certain of its officers to serve as agents to carry out any of the foregoing authorizations.

- J. **Budget** – The District Administrative Team shall be authorized to prepare a budget for the District subject to approval by the subsequent District Conference.
- K. **Quorum** – a majority of the members of the District Administrative Team shall constitute a quorum for the transaction of business provided “due notice” of the meeting has been given.

#### **ARTICLE XI – COMMITTEES**

- A. **The District Conference** shall have the authority to appoint standing and ad hoc committees it deems necessary to fulfill its purpose.
- B. **The District Administrative Team** shall have the authority to appoint standing and ad hoc committees it deems necessary to fulfill its purpose.

#### **ARTICLE XII – FINANCES**

- A. **Tenant** – The MCFD shall be self supporting in its operation. Its fiscal year shall be January 1 to December 31.
- B. **Fair Share** – The District Conference may approve a percentage of total gross local church receipts (with the exception of bequests and future building improvement capital funds) as Fair Share funds to be given monthly as financial support for the MCFD. This action shall be a policy of the MCFD.
- C. **Loans** – all churches and district organizations anticipating incurring any loans or financial obligation in excess of \$10,000 shall seek prior approval of the District Administrative Team. All loans over \$1,000 shall be reported to the District Administrative Team.

#### **ARTICLE XIII – DUE PROCESS PROCEDURE**

All members, ministers, churches, institutions controlled by the MCFD and/or any MCFD subsidiary shall follow the due process procedure of the MCFD for the resolution of all conflicts. The appeal of any decision of any entity of the MCFD begins at the level appropriate for the appeal. All appeals made by members, churches or ministers shall utilize the same procedure, follow the same chronological steps and be bound by the same arbitration authority as utilized under Article XIV “Due process procedure for members of the Missionary Church” of the Missionary Church Inc. Constitution and Bylaws.

#### **ARTICLE XIV – DISSOLUTION/DISASSOCIATION**

Upon dissolution of the MCFD (or disassociation with the Missionary Church Inc. without following the due process procedures of the MCFD and the Constitution of the Missionary Church Inc), all assets and liabilities of the MCFD shall automatically be transferred to the Missionary Church Inc. Upon said dissolution or disassociation with out proper due process proceedings, the officers of the said Missionary Church Inc. shall automatically become the officers of the MCFD and have all power and authority to execute documents to transfer assets and liabilities of the MCFD to the Missionary Church Inc.. Upon the dissolution of any MCFD organization, church or subsidiary (or the disassociation with the MCFD without following due process procedures of the MCFD and the Constitution of the Missionary Church Inc.), all assets and liabilities of the MCFD organization, church or subsidiary shall automatically be transferred to the MCFD Upon said dissolution or disassociation without proper due process proceedings, the officers of the MCFD shall automatically become the officers of the MCFD organization, church or subsidiary and have all power and authority to execute documents to transfer assets and liabilities of the MCFD organization, church or subsidiary to the Missionary Church Florida District.

#### **ARTICLE XV – AMENDMENTS**

Amendments to these bylaws may be adopted at any regular session of the District Conference by a 2/3 majority vote. Recommendations for amendment shall come as an agenda item from a full member church or through District Administrative Team.