

**CONSTITUTION
OF THE MOUNT CARMEL MISSIONARY BAPTIST DISTRICT ASSOCIATION
& AUXILIARIES**

ARTICLE I: THE NAME

The organization shall be known as MT. CARMEL MISSIONARY BAPTIST DISTRICT ASSOCIATION AND AUXILIARIES.

ARTICLE II: THE OBJECTIVE

The objective of this body shall be to **unite** the churches of the District in an effort to assist in evangelizing the world through the preaching of the Gospel, entering missionary enterprise, and supporting Christian Education.

ARTICLE III: COMPOSITION AND BOUNDARIES

The organization shall be composed of regularly and properly organized Missionary Baptist Churches, comprising of the following counties: Ralls, Lincoln, Pike, Boone, Audrain, Montgomery, **Callaway, St. Charles, and Warren**, or at the discretion of the Association, any church desiring affiliation with this Association outside of the said counties may become a part of the Association.

ARTICLE IV: MEMBERSHIP—ANNUAL MEMBERS, LIFE MEMBERS, AND REPRESENTATION FEES

Section A: Annual and Life Members

The membership shall consist of annual members made so by the payment of three dollars (\$3.00). Life members shall make a full payment of twelve dollars (\$12.00). They shall be known as Honorary Members and shall entitle them to all privileges except holding an office.

Section B: Representation Fee for Clergy of Mt. Carmel District

A representation fee of ten dollars (\$10.00), paid in increments of five dollars (\$5.00) at the Spring and Fall Board Meetings shall be paid by Pastors of the Association Churches and by ordained and licensed ministers who are members of a **regular** Missionary Baptist Church **within Mt. Carmel District**.

Section C: Annual Church Assessment

The purpose of the church assessment is to support the ministry of the Mount Carmel District; and is not a mandate but a request that the churches pay. Each church is assessed according to the congregation's membership with the breakdown as follows:

- Churches with one (1) to ten (10) members are asked to give \$150.00 in support of the Association; and have a voting strength of six (6) messengers.
- Churches with eleven (11) to thirty (30) members are asked to give \$300; and have a voting strength of nine (9) messengers.
- Churches with thirty-one (31) to one hundred (100) members are asked to give \$500; and have a voting strength of twelve (12) messengers.
- Churches with one hundred-one (101) to two hundred (200) members are asked to give \$750; and have a voting strength of fifteen (15) messengers.
- Churches with two hundred-one (201) plus members are asked to give \$1500; and have a voting strength of thirty (30) messengers.

ARTICLE V: THE OFFICERS OF THE ASSOCIATION AND AUXILIARIES

Section A: Executive Committee

Officers of the Association shall be: Moderator, First Vice-Moderator, Second Vice-Moderator, Executive Secretary, Recording Secretary, Treasurer, District Missionary, District Missionary Counselor, and two (2) Board Members. These officers shall also constitute the Executive Board Committee.

Section B: Executive Board

The Executive Committee and pastors, ordained ministers, and presidents of auxiliaries shall constitute the membership of the Executive Board.

Section C: The Duties and Qualifications of the Officers

Subsection 1: The Duties and Qualifications of the Moderator shall include:

- Qualifications of the Moderator shall include active participation in the District for 2 years prior to the election year. ~~The~~ The Pastor and Church shall also ~~include~~ be in good financial standing with all assessments paid to the District during that two (2) year time period.**
- To preside at meetings of the general membership and the Executive Board and to serve as Chairman of the Executive Committee.**
- To appoint chairmen and members of all committees not directly elected by the general membership or the Executive Committee.**

- iv) To exercise executive authority on behalf of the Association when the Executive Committee and the general membership are not in session, subject to ~~ratification-endorsement~~ by the Executive Committee.
- v) To countersign all ~~requisitions-vouchers~~ prepared by the Executive Secretary for disbursements from the Association treasury.
- vi) To perform such other functions and exercise such further duties as may be voted by the general membership or Executive Committee.
- vii) To serve as ex-officio member of all committees except the Nominating Committee ~~and the Constitution Committee.~~
- ~~viii) —Qualifications of the Moderator shall include active participation in the District for 2 years prior to the election year. It shall also include be in good financial standing with all assessments paid to the District during that two (2) year time period. (MOVED TO #i)~~

Subsection 2: The Duties and Qualifications of the Vice Moderator shall include:

- i) To perform all duties of the Moderator in his/her absence or disability. The Vice Moderators shall be designated as First and Second, and the Vice Moderators shall perform duties according to their numerical rank.
- ii) Qualification of the Vice Moderator shall include active participation in the Association for two (2) years prior to the election year. It shall also include good financial standing with all assessments paid to the Association during the two year period.
- iii) Duties of the Vice-Moderators shall be to act as a liaison to designated churches. He/she shall report to the Association the needs of those churches and make recommendations for the fulfilling the needs that have been expressed. The list of churches for each Vice-Moderator shall be assigned by Moderator.

Subsection 3: The Duties of the Executive Secretary shall include:

- i) To give due notice of all meetings of the Association. The notice shall be deemed completed when postmarked by the U.S. Postal system ten (10) days before the meeting.
- ii) To keep record of all Association members and their dues. He/she shall be the clerk of official board meetings and shall issue vouchers signed by the Moderator and the President of Auxiliary or their designee. To submit reports of the activities of the general membership and the Executive Committee at all regular Association's Annual Session a report listing activities. The Executive Secretary shall be responsible to the general membership, to the Executive Committee; and between meetings of the general membership and the Executive Committee to the Moderator.

- iii) The Executive Secretary shall be the second signer on the checking account, ~~monitor the account virtually~~, and is able to process vouchers, receipts and monies.

Subsection 4: The Duties of the Recording Secretary shall include:

- i) To act as secretary of the Association's Annual session and ~~Executive Committee-board meetings~~. Minutes of the same shall be a full and accurate account of the proceedings of the Association's Annual session and ~~Executive Committee-board meetings~~. These minutes shall be recorded in a minute book or electronically with a hard copy of the same. The minutes shall also be made available to the churches through distribution by mail, electronically, parcel post or a combination of these avenues whichever is convenient and best accommodates the churches.

Subsection 5: The Duties of the Treasurer shall include:

- i) To receive all monies of the Association and promptly deposit the same in the Associational account established in a responsible bank or trust company. Funds shall only be withdrawn from any account by a check signed by the Treasurer and consigned by the Executive Secretary.
- ii) To act as chief financial officer of the Association and Chairman of the Finance Committee.
- iii) To make authorized disbursements upon ~~requisitions~~-vouchers signed by the President of the Auxiliary or his/her designated person and countersigned by the Moderator or Vice-Moderator in his/her absence. Each ~~requisition-voucher~~ shall state the amount and purpose of the payment requested.
- iv) To remit to the Executive Secretary of the Missionary Baptist State Convention of Missouri and the National Baptist Convention USA, INC the assessments necessary for representation of the Association.
- v) To submit reports to the Association and the Executive Committee at all regular meetings and any other designated meetings of the Association. The report shall include the status of the finances by showing receipts, disbursements, and any unpaid and outstanding accounts since the last report. The treasurer shall also submit an annual report at the Annual Association that lists any business of his/her office. This document shall be appended with a signed statement by the Moderator and Executive Secretary verifying that all funds expended from the treasury are listed in the treasurer's report.
- vi) The Association will require the Treasurer and Executive Secretary to be bonded at the expense of the District.

Subsection 6: The Duties of the District Missionary shall include:

- i) **The District Missionary shall be an Ordained Minister in Mt. Carmel District.**
- ii) **Visiting** each church in the Association once during the associational year. These visits shall be coordinated beforehand with the pastors of the churches. On such visits the District Missionary shall present his/her message, the plans and programs for the furtherance of the Association mission and edification of god's Kingdom. Special concern shall be given to the welfare of churches without pastors and the availability of the District Missionary to give help when it is requested by the church. The church visited by the District Missionary shall sustain the expense of the visit of their church.
- iii) **The District Missionary shall report missionary activities to the Parent Body at the Fall and Spring Board meetings.**

~~Subsection 7: The Duties of the District Missionary Bounselor shall include:~~

- ~~i) — The District Missionary Counselor shall be a sitting or former pastor who shall oversee the activities of the missionaries. (MOVED to SUBSECTION 6)~~
- ~~ii) — The District Missionary Counselor shall oversee the training in cooperation with the individual pastor and the Congress of Christian Education to prepare the individual to serve the Association churches.~~
- ~~iii) — The District Missionary Counselor shall inform the individual of Associational information to distribute to the churches.~~
- ~~iv) — The District Missionary Counselor shall provide the District churches those missionaries who are capable of serving the local church.~~
- ~~v) — The District Missionary Counselor shall report missionary activities to the Parent Body at the Fall and Spring Board meetings. (MOVED to SUBSECTION 6)~~

Subsection 7: The Duties of the First and Second Board Members shall include:

- i) To help make plans and programs in the Executive Committee meetings and to help transact all business that comes before it.

Subsection 8: The Duties of the Ministers' ~~Union~~ Division shall include:

- i) The Ministers' ~~Union~~ Division consisting of all clergy in the Association shall provide ongoing educational opportunities for the clergy of the Association in cooperation with the Congress of Christian Education.
- ii) To coordinate fellowship activities for clergy and their spouses or significant others.

Subsection 9: The Duties of the Executive Committee shall include:

- i) The Executive Committee shall have general control of the affairs and programs of the Association, subject to the authority of the Association and the provisions of the constitution.
- ii) The executive Committee shall render a report containing the reports of all standing and special committees, at the regular meetings of the Association and whenever otherwise required.
- iii) At the first meeting following the election, the Executive Committee shall act on the nominations for chairpersons of the various standing committees as presented by the Moderator.
- iv) The Executive Committee shall create special committees as the need arises.
- v) The Executive Committee shall be authorized to fill vacancies in the Association and on the Executive Committee.
- vi) The Executive Committee shall decide matters of the Association policy subject to endorsement by the Association.

Subsection 10: The Term of Office and Election Process:

- i) All officers of the Association and Auxiliaries shall be elected to a **five (5)** year term of office. All offices become vacant during an election year.
- ii) Removal from Office- All officers of the Association and Auxiliaries not fulfilling their duties or responsibilities “**shall** be removed.” It shall be the responsibility of the Auxiliary President to recommend to the Executive **Committee** their removal from the said office. This recommendation shall be **with specific stated reasons in writing** for removal from office. The decision of the Executive **Committee** shall be final.

Subsection 11: Nominating Committee:

- i) In the **fifth** year there shall be elected at the November **Board meeting** of the Association a Nominating Committee. This committee shall be composed of not less than five (5) no more than fifteen (15) members of the Association in good standing, provided that not more than two (2) shall be officers of the Association or members of the Executive Committee. **In addition, no identifiable candidates for office shall serve on the Nominating Committee.**
- ii) Duties of the Nominating Committee: The Executive Secretary shall call the organizing meeting of the nominating Committee. The first meeting of the Nominating Committee shall be held no later than ten (10) days after its election.

- iii) Reporting of the Nominating Committee: The Nominating Committee shall ~~vet~~ (shall examine thoroughly each candidate suitable for office) all candidates and submit a report in writing at the June Annual Session. This report shall consist of the names of those persons qualified to fill existing Association offices.
- iv) The voting delegates shall meet the following requirements:
 - a. Confession of Jesus Christ as Lord and current membership in a participating church of the Association. Participating churches shall be defined as a church that has paid all assessments to the Association ~~or persons not listed as delegates from their church letter that have registered with \$25.00, and this is attested by the office of the Executive Secretary.~~

Subsection 12: Amendments:

- i) This constitution may be amended by presentation of recommendations to the appointed Constitutional Committee and then recommended to the body at the next session for adoption by the General body. All amendments to the Constitution must be presented by the Constitutional Committee.
- ii) Amendments to the constitution must be read twice. At the second reading a vote of adoption is taken.
- iii) A two-thirds majority vote is required for adoption. ~~Each church will have one "for" or one "against" the recommended changes.~~

Subsection 13: Moderator's Annual Address and Reports:

- i) The Moderator's Annual Address, reports of the Recording Secretary, Executive Secretary, Auditor, Treasurer, and Executive ~~Committee~~ shall be ~~made~~ during the Annual ~~Meeting Session~~ of the Association.

Subsection 14: Allocation of Disbursements:

- i) Using 100% as a basis for distribution
 - A. Western Bible College
 - B. Women's Home and Foreign ~~Mission~~ Unit
 - C. Ushers' and Health Unit
 - D. Congress of Christian Education
 - E. Laymen
 - F. Music
 - G. Minister's ~~Union Division~~
 - H. ~~Minister's Wives & Widows Ministry~~
 - I. Missionary Baptist State Convention of Missouri

J. Missionary Baptist Congress of Christian Education of Missouri

Respectfully Submitted,

The Constitutional Committee

Rev. Dr. Roderick L. Williams, Sr., Chair

Rev. Marcus Richardson

Rev. Martin Hardin

Deacon James Martin

Sis. Barbara Robinson

Sis. Rhonda Butler

Sis. Mary Ratliff

Rev. Karl M. Thomas, Moderator

Sis. Angelette Prichett, Executive Secretary

Sis. LaVelle Curry, Recording Secretary

First Reading: November 10, 2018

Second Reaching:

Ratified:

DRAFT