

Indiana State Association of Free Will Baptists

Constitution and By-Laws

RULES OF DECORUM

1. The Moderator shall call the meeting to order at the appointed time and shall preside during the Association. In the absence of the Moderator, the Assistant Moderator, the Clerk or the Senior Minister in years shall preside.
2. Each meeting of the Association shall be opened with suitable devotions and prayer, and shall be closed with prayer.
3. This Association shall decide all questions by majority of delegates present at any regular or called meeting.
4. There shall be no conversation by members one with another so as to interrupt business when in session.
5. Every person wishing to speak shall first rise, address the Moderator, and wait to be recognized.
6. No person shall interrupt another while they are speaking except through parliamentary procedure.
7. No motion shall be opened for discussion until properly seconded, but debate may be shut off any time by the Moderator, or by two-thirds (2/3) majority of delegates present.
8. No one shall speak more than twice on the same subject without special leave from the Moderator and personal reflections shall be avoided.
9. No delegate shall be permitted to speak more than five (5) minutes at a time on the same subject, unless the Moderator gives permission.
10. No member shall be absent himself from the body when in session without special permission from the Moderator. Unlawful absence from the body denies a delegate voting privilege.
11. Motions made and lost shall not be recorded in the minutes unless ordered at the time by the Moderator.
12. The Moderator shall have the same privilege to speak as any other member providing the chair is filled.

13. Any decision of the Moderator may be overruled by a two-thirds (2/3) vote.
14. Visiting brethren shall be entitled to a seat and speak by permission of the Moderator only.
15. Alterations may be made in these rules at any regular meeting of the Association by majority vote of delegates present.

CONSTITUTION

Preamble: The object and purpose of this organization shall be to unify and strengthen the work of the various bodies composing the Indiana State Association of Free Will Baptists; to promote unity, love, and understanding among the brethren; and to devise and execute measures for the extension of the Kingdom of God in connections with the various organizations in the Association, or that may be hereafter represented therein.

Article 1 – This Association shall be called the Indiana State Association of Free Will Baptists.

Article 2 – This Association shall be a member of the National Association of Free Will Baptists, and be governed by the Treatise of the Faith and Practices of the National Association, and shall recognize and support all of its ministries.

Article 3 – This Association shall be composed of elected delegates of members organizations, ordained Ministers and Deacons, elected officers, and committee (or board) members of this State Association, and one delegate per each church.

Article 4 – The officers of this Association shall be Moderator, Assistant Moderator, Clerk, Assistant Clerk, Treasurer, and Promotional Secretary.

Article 5 – Each organized body cooperating with this Association shall send, by the hand of their delegates, a full account of all work done by them during the year, including all such statistics and information as will be helpful and interesting.

Article 6 – This Association assumes no higher authority than an advisory council, but may withdraw from any body having membership with this State Association that becomes disorderly, refuses to abide by the Constitution and By-Laws, or to represent by letter or delegate annually.

Article 7 – This Association shall send delegates and letter to the National Association annually.

Article 8 – The Executive Board shall consist of the elected officers of this Association, its trustees, and the District Association Moderators, (each serving a one year term) Chairman of the Home Mission Board, Chairman of the Camp Committee. The Executive Committee shall have interim authority to act on any business between the yearly Association meetings. They shall have the power to act in behalf of and for the State Association of Free Will Baptists regarding property, both real and personal, owned by the State Association, providing that the meeting where such business is to be transacted be open to any legal voting delegate (elected or standing) accepted by the last meeting of the State Association, and each church be notified of such business to be enacted at least two (2) weeks prior to meeting.

Article 9 – This constitution may be amended at any annual meeting of this Association by two-thirds (2/3) vote of delegates attending, providing that a notice of such change shall be given during the first setting of the meeting.

Article 10 – This Association states that no one participating in, or being a member of the Masonic Lodge or any other Secret Society may serve as an Indiana State Officer, Executive Board Member, State Committee Member, or as a Standing Delegate.

BY-LAWS

Section 1 – General Rules

1. Associational officers are to be elected by standing vote unless a request is made for secret ballot.
2. Officers of this Association shall be elected at the regular meeting of the State Association, and shall serve from the close of the state meeting in which they were elected, through the following state meeting in which their term expires. The Moderator, Assistant Moderator, Clerk, Assistant Clerk, Treasurer and Promotional Secretary shall be elected to two year terms. One Trustee, one Mission Board Member, and one Camp Board Member.

3. No meeting of this Association is legal without a quorum. A quorum shall be equal to one (1) times the number of churches in the Association of Conferences having membership in the State Association of Free will Baptists.
4. The Executive Board, officers, and committees shall make an annual written report to the State Association.
5. The State Association shall meet annually on the third (3rd) Saturday in June at 9:00 A.M.
6. The State Association will not accept as members any Association or body that ordains women to the ministry.
7. The State Association will not accept as members any Association or body that ordains Ministers or Deacons that have more than one living wife, or having a wife with more than one living husband.
8. The State Association shall pay the expenses of the Promotional Secretary, elected officers, and members of committees and boards as long as such expenses are incurred while representing this Association, or on business for the Association. Such expenses must be kept within the amount allocated in the budget, or sanctioned by the Executive Committee.

Section 2 – Representation to National Association

1. The Moderator shall appoint five (5) delegates to the National Association. These delegates shall receive remuneration toward their expenses.
2. The State Association shall choose a member as a recommendation for National General Board Member every two (2) years and they shall receive remuneration for their expenses.

Section 3 – Committees

1. **Chairman** – It shall be the duty of Chairman of all boards, councils, or committees, when requested by any participating body or Executive Board Member, to contact the members of his committee, council, or board concerning such business or meetings to be held. Failure of the Chairman to try to inform his members shall be considered grounds for removal.

2. **Trustees** – There shall be a board of five (5) elected to a Board of Trustees, which shall be elected on a rotating basis, whose duties are as follows: To act in and on behalf of this State Association of Free Will Baptists, having power of attorney to transact business, hold and keep in repair all property, both real and personal, rightly belonging to this Association. They shall not mortgage, buy, sell, or encumber any property belonging to this Association without the consent of the Association, or by the Executive Board acting in behalf of the State Association.
3. **Budget** – A committee of three (3) shall be appointed by the Moderator to serve as Budget Committee, who shall present a printed budget to the Executive Committee prior to the State Association Meeting.
4. **Mission Board** – There shall be a board of five (5), which shall be elected, on a rotating basis to serve as a Mission Board. It shall be the duty of this board to examine and approve any prospective missionary and the location of a mission work before making recommendation to the State or National Associations. They shall advise and assist missionaries that have been approved by the State Association.
5. **Nominating Committee** – The Moderator shall appoint a Nominating Committee of five (5) members to be selected from the members of the Executive Board. The Committee shall report such nominees to the Executive Board prior to the following state meeting. The body may place nominations from the floor for each office. All offices must be voted on and approved by the state body.
6. **State Youth and Camp Committee** – There shall be a Camp Committee of five (5) elected on a rotating basis, whose duties shall be to direct and oversee all camping activities on the state level, and shall work in harmony with other associations and churches who wish assistance in camp programs. There shall be a Camp Treasurer elected from the Camp Committee. This committee will work in harmony with the Executive and Trustee Boards in implementing the overall camping and campground activities within our State Association. The Chairman of the Camp Committee shall be the liaison officer between the Committee and the State Youth Coordinator.

7. **Chairmen** – All committees shall elect their own chairman.

Section 4 – State Youth Coordinator

1. The State Association shall employ an individual to fill the position of State Youth Coordinator who will administer the State Youth Program and Camp Development. He will report and be responsible to the Chairman of the Camp Committee.
2. This position shall be an operation whose financial support shall come from the churches, associations, individual gifts, and camping programs, or by any other means approved by the Camp Committee.
3. This office should be permitted to hold services in all our churches with the cooperation of the pastors for the purpose of youth promotion, information, and financial support.
4. If a vacancy occurs in this office due to resignation or dismissal, the position shall be filled by the State Executive Committee.

Section 5 – Finances

Free-will offerings and fees from each Association belonging to the State Association shall finance this Association. Each Association shall pay into the state treasury the sum of \$50.00 (fifty dollars) per member church per quarter for quarterly support plus \$100.00 (one hundred dollars) per member church per year for National Delegate fee plus \$10.00 (ten dollars) per mission status church per quarter for quarterly support for the churches belonging to that Association, to facilitate the annual budget.

Section 6 – By-Law Changes

These by-laws may be amended at any annual meeting of the Indiana State Association by two-thirds (2/3) vote of delegates present.

DUTIES OF OFFICERS

Section 1 – Moderator

The duties of the Moderator shall include presiding at the meetings of the State Association and the Executive Committee; to call special meetings of the Executive Committee when needed; to

appoint such committees as are created without provisions for their selection; and, in general, to fulfill whatever responsibilities may be commensurate with his office or delegated to him by the body.

Section 2 – Assistant Moderator

The duties of the Assistant Moderator shall include presiding at the request of, or in the absence of, the Moderator and assisting him in such ways as may be necessary.

Section 3 – Clerk

The duties of the Clerk shall include the preparation of minutes for the proceedings of all meetings of the State Association and the Executive Committee, and the handling of such official correspondence as he may be directed.

Section 4 – Assistant Clerk

The duties of the Assistant Clerk shall be to act for the Clerk at the meetings of the State Association and Executive Committee in his absence or at his request, and to assist the clerk in whatever ways may be necessary.

Section 5 – Treasurer

The duties of the Treasurer shall be to receive and keep all monies delivered to him to be used for any and all State Ministries, except those concerning camp, which shall be directed to the Camp Treasurer mentioned in Section 3 (6) of the by-laws. He shall deposit the same in any banking institution approved by the Executive Committee and shall disburse only the funds so directed by the State Association or the Executive Committee. He shall keep accurate records of same and keep on file all receipts of such transactions for a period of five (5) years, after which such receipts may be destroyed by direction of the Executive Committee. The Treasurer may be bonded if so directed by the State Association. He shall be a member of the Board of Trustees.

Section 6 – Assistant Treasurer

The Clerk of the State Association will serve as Assistant Treasurer and has the authority to sign checks and/or act for the Treasurer when necessary.

Section 7 – Promotional Secretary

The duties of the Promotional Secretary shall be to show through general promotion the correlation and interrelation of the National Ministries, and to promote impartially the total program of our National Association. He shall keep in close contact with all the churches and pastors affiliated with the State Association in promoting all phases of our State Ministries. He shall act as consultant and assist in whatever way possible concerning special services, conferences, and seminars. This office, generally, shall be responsible for publishing the state publication The Key, as Editor in Chief.

Revised: June 21, 2008