

STATEMENT OF PRINCIPLES OF COOPERATION

PREAMBLE

With a profound conviction of the Bible doctrines of church and ministerial equality, and with unbounded faith in God for leadership, protection, and blessing, and with unquestioning acceptance of the Word of God as our all-sufficient rule of faith and practice, and with a strong desire for fellowship and cooperation with all Baptists who believe in the associational way of cooperation as taught in the New Testament and defined in the doctrinal statement, we offer the following Statement of Principles of Cooperation.

ARTICLE I - NAME

The name of this cooperative work is the Baptist Missionary Association of America.

ARTICLE II - PURPOSE

The purpose of the Baptist Missionary Association of America, a distinct fellowship of Baptist churches, is to (1) provide cooperating departments and agencies, (2) inspire a mission vision, and (3) assist each local church in carrying out the Great Commission, Matthew 28:19-20.

ARTICLE III - MEMBERSHIP

Section 1. This association is composed of regular missionary Baptist churches which are in sympathy with its efforts in providing this medium of cooperation. By regular missionary Baptist churches is meant those churches which hold tenaciously to the doctrines of the New Testament, believe in the principles of cooperation, fellowship, or association as taught in the New Testament, and as defined in the Doctrinal Statement.

Section 2. Any church which knowingly and habitually practices or upholds heresies or other human innovations which are not in harmony with the Word of God, such as open communion, alien baptism, pulpit affiliation with heretical churches, ecstatic speaking in tongues and other kindred evils arising from these unscriptural practices departs from the distinctive doctrines of this association and makes herself liable to exclusion from this association.

Section 3. The desire and willingness of any regular missionary Baptist church, as defined above, to cooperate will be expressed to the messenger body of this association in writing by January 31 of the calendar year. Presiding officers will make direct contact with each petitioning church for verification. The petitioning church will state that she has, in conference, duly adopted this Statement of Principles of Cooperation and the Doctrinal Statement of the Baptist Missionary Association of America, and is ready to work in harmony and in fellowship with all other churches of this association contingent upon a positive vote of the messengers.

Section 4. This association reserves the right to withdraw associational fellowship from any church which may be found to be out of harmony with this Statement of Principles of Cooperation and/or Doctrinal Statement. In the event a church within the membership of this body is challenged concerning her adherence to this Statement of Principles of Cooperation and/or Doctrinal Statement, a committee of three (3) shall be elected to investigate the charges and bring a report of their findings at a subsequent session. Messengers of the challenged church shall remain seated until and if the challenge is proven and fellowship withdrawn.

Section 5. Each church in this association is entitled to three (3) messengers chosen from her own membership. The qualifications of messengers are determined by the church electing them.

Section 6. In the event a church seeks membership in this body and a challenge is made concerning her being seated, the moderator shall appoint a committee of three (3) from the state in which the church challenged is located to investigate the charges against her. In the event there are no churches affiliated with this association in the state in which the church is located, the committee may be appointed by the chair without regard to the states in which the members of the committee reside.

Section 7. Any church already seated challenging the seating of a church in this body must do so in writing, stating the grounds upon which the challenge is made, and the challenge must be signed by the challengers before an investigation is made or the seating of the church is denied.

ARTICLE IV - NATURE

This association is, in its very nature, the cooperation and fellowship of the churches composing it. Each church has an equal voice in every enterprise sponsored by this association.

ARTICLE V - POLICY

Section 1. This association recognizes that freedom of speech is essential to the highest achievement of its work. The association will stand or fall upon its own conformity to the truth. The association will in no way exercise ecclesiastical authority, but it will, by every precaution, recognize the autonomy and independence of each church. The association will encourage, on the part of the churches and the messengers, the greatest possible freedom of expression in discussing matters pertaining to its works, and it will stress the preeminence of missions, evangelism, Christian education, publications, and benevolence in the work of the churches.

Section 2. All questions are to be decided by a majority of the messengers present and voting, except the questions of amending the Statement of Principles of Cooperation, Doctrinal Statement, or as otherwise provided.

ARTICLE VI - POWERS

The powers of this association are limited to the execution of the expressed will of the churches composing it according to the teachings of the New Testament. The association, in its annual sessions, will (1) elect such officers as are necessary for the expending of its deliberation and work, (2) will appoint such committees as are necessary, and (3) transact any business as may be directed by the churches composing it.

ARTICLE VII - OFFICERS

Section 1. The presiding officers of this association are as follows: president, a first vice-president and a second vice-president, elected annually to assume the duties of the respective offices at the conclusion of the annual session in which they were elected, whose terms of office shall not exceed two (2) consecutive years. Officers are expected to be persons of integrity, to promote both sound doctrine and associational practices as clarified in the Statement of Principles of Cooperation, and hold membership in a church affiliated with the BMA of America.

Section 2. The clerical officers of this association are three (3) recording secretaries, elected on a staggered basis of three (3) years each. It is the duty of the recording secretaries to keep a true and accurate account of all proceedings of this association and to superintend the printing and distribution of minutes or annuals.

Section 3. Department and agency officers are as follows:

- A. Department of Christian Education: The board of trustees of the Baptist Missionary Association Theological Seminary shall, when necessary, elect a seminary president to supervise and promote the program of the institution.
- B. Department of Lifeword Media Ministries: Annually, this association shall elect an executive director of Lifeword Media Ministries to supervise and promote the radio and television ministry of the association.
- C. Department of Missions: Annually, this association shall elect a president of missions, who may recommend vice-presidents of missions to be approved by the Advisory Committee and the association or Missionary Committee, who will work together in the promotion of missions and in the distribution, according to the will of the churches, of all funds submitted to them.

- D. Baptist Publishing House: Annually, this association shall elect an executive director of the Baptist Publishing House to publish doctrinally sound literature for use in our churches.
- E. Ministers Resource Services Agency: Annually, this association shall elect an Executive Director of Ministers Resource Services to supervise and promote the work of this agency in providing various benefits for pastors and other employees of the churches.
- F. Moral Action Agency: Annually, this association shall elect an Executive Director of the Moral Action Agency to supervise and promote the work of the agency and to serve as treasurer, to receive and disburse funds as directed.
- G. BMA Foundation: Annually, this association shall elect an Executive Director of the BMA Foundation to supervise and promote the work of this agency.
- H. Daniel Springs Baptist Camp: Annually, this association shall elect a Camp Director of the Daniel Springs Baptist Camp to supervise and promote the work of this department.

Section 4. All presiding, clerical, department, and agency officers are elected by nomination and standing vote unless otherwise stated in this Statement of Principles of Cooperation. The election of presiding and clerical officers shall be during the third business session of the annual messenger meeting. Department and agency officers making annual reports shall be elected immediately after their reports have been made to, and received by, the messenger body.

Section 5. Should a vacancy occur in any of the departmental or agency executive offices between annual sessions of the association, it shall be the duty of the applicable committee and/or board of trustees to fill said vacancy.

Section 6. All departmental and agency officers shall make reports of their ministries to their respective committees or boards of trustees at regularly convened meetings. These officers and boards will render reports to the association when convened in annual session.

ARTICLE VIII - COORDINATING COUNCIL

Section 1. The Coordinating Council shall consist of seven (7) members: the three (3) presiding officers, the immediate past president and three (3) elected from the floor on a staggered basis for three (3)-year terms and may succeed themselves one (1) time. The immediate past president shall serve as chairman. Four (4) members of the Coordinating Council shall constitute a quorum.

Section 2. The purpose of the council is to cast a unified vision and promote cooperation between the departments and/or agencies of the Baptist Missionary Association of America.

Section 3. The duties of the council:

- A. To review, at least annually, the specific mission of each department or agency in light of the purpose and policy of the association, in order to assure comprehensiveness and avoid duplications in ministry.
- B. To advise in the development of each department's annual budget and fund-raising activities and make a report to the association.
- C. To recommend organizational changes in the departmental structure of the association. The council may recommend the establishment of additional departments, the elimination or consolidation of existing departments, or the transfer of responsibilities from one department to another.
- D. To report to the association annually.

Section 4. Duties of the Chairman:

- A. Call meetings as necessary to conduct the work of the council.
- B. Appoint a clerk to keep records of all proceedings.

ARTICLE IX - DEPARTMENT OF MISSIONS

Section 1. Purpose Statement: In compliance with the Great Commission (Matthew 28:19-20) our purpose is to evangelize, then baptize and disciple all converts. This being the New Testament method of missions, the focus of the Department of Missions is church planting. Following Christ's example, we also engage in humanitarian and benevolent ministries.

Section 2. Missionary Committee: The Missionary Committee shall consist of one committeeman from each church. The committee shall have authority to act between sessions as an executive for the association in matters of missions.

Section 3. Advisory Committee: The Advisory Committee shall be a fifteen (15) member standing committee, three (3) of whom shall be elected annually to five (5)-year terms. Eight (8) of this committee shall constitute a quorum.

1. The nature and duties of this committee are:
 - a. To counsel with the president and vice-presidents of missions in all matters pertaining to policy, operation, and personnel and to report its recommendations to the Association.
 - b. To consider processed missionary applications, to interview viable missionary candidates and to report to the Association or Missionary Committee those whom it recommends for election.
 - c. To interview all Partnership Plan missionary applicants.
 - d. To periodically review the work of the missionaries, president, and vice-presidents of missions and to report its recommendations to the Association.
 - e. To evaluate the performance and integrity of the president of missions and recommend annually to the association a compensation schedule based on tenure, merit, and cost of living increases for the president of missions.
2. Missionaries may present matters to the Advisory Committee, after consultation with the president and vice-presidents of missions.
3. In an emergency situation the Advisory Committee shall have the latitude to fill a vacancy on any mission field, subject to the approval of the Association or Missionary Committee at the next meeting.

ARTICLE X - DEPARTMENT OF CAMP MINISTRIES

Section 1. This association shall elect a Department of Camp Ministries board of trustees consisting of fifteen (15) members, eight (8) of whom shall constitute a quorum.

Section 2. The duties of the board of directors are:

- A. To act in its field as an executive of the association between annual sessions, performing all duties entrusted to it by the association.
- B. To fulfill the purpose of the department, which is to provide a retreat from outside pressures to focus on spiritual needs through Christian fellowship and evangelical ministries.
- C. To be responsible for the physical properties and the establishment of administrative policies relative to the operation of the camp.
- D. To fill any vacancy between sessions that may occur in the office of Camp Director.
- E. To require each applicant for a position in the Department of Camp Ministries to sign a statement that he/she agrees with the Doctrinal Statement of this association before election.
- F. To evaluate the performance and integrity of the camp director and recommend annually to the association a compensation schedule.

ARTICLE XI - CHRISTIAN EDUCATION DEPARTMENT

Section 1. This association shall elect a Christian Education Committee consisting of fifteen (15) members, eight (8) of whom shall constitute a quorum, to function as a board of trustees for the Baptist Missionary Association Theological Seminary.

Section 2. The duties of the board of trustees are:

- A. To act in its field as an executive of the association, performing all duties that may be entrusted to it by the association.
- B. To promote the work of the Baptist Missionary Association Theological Seminary.
- C. To make selection of the president, faculty, and other members of the school staff in accordance with the instructions and purposes of the association.

- D. To evaluate the performance and integrity of the seminary president and recommend annually to the association a compensation schedule based on tenure, merit, and cost of living increases for the executive director.
- E. To make whatever arrangements are necessary for the equipment and maintenance of the educational enterprise.

Section 3. The board of trustees is duly authorized to require each applicant for a position on the faculty to sign a statement that he/she agrees with the Doctrinal Statement of this association before his/her election.

Section 4. The board of trustees shall have charge of any and all properties acquired by the association for this department.

ARTICLE XII - PUBLICATIONS DEPARTMENT

Section 1. This association shall elect a Publications Committee, which shall also serve as the corporation's board of directors consisting of fifteen (15) members, eight (8) of whom shall constitute a quorum.

Section 2. The duties of the board of trustees are:

- A. To act in its field as an executive of the association between annual sessions, performing all duties entrusted to it by the association.
- B. To fill vacancies between sessions that may occur among staff writer positions and the Executive Director's office.
- C. To approve all writers of publications.
- D. To require each applicant for a leadership position and all writers in the Publications Department to sign a statement that he/she agrees with the Doctrinal Statement of this association before approval is granted by the board of trustees.
- E. To evaluate the performance and integrity of the executive director and recommend annually to the association a compensation schedule based on tenure, merit, and cost of living increases for the executive director.

Section 3. The publications of this association will be a complete course of Bible Study literature and such other literature and publications as the association may deem advisable.

Section 4. All literature bearing the name of the Baptist Publishing House, the publishing agency of the Publications Department, or any other trade names as the board of trustees shall authorize, including literature published in foreign languages, will be under the supervision of the Executive Director of Publications and the Publications Committee.

ARTICLE XIII - LIFEWORD MEDIA MINISTRIES DEPARTMENT

Section 1. Governance: This association shall elect the Lifeword board of directors consisting of fifteen (15) members, eight (8) of whom shall constitute a quorum. The duties of the board of directors are:

- A. To oversee the operation of this department between annual sessions of the association.
- B. To designate an interim director if a vacancy occurs in the office of executive director between sessions and recommend a nominee for executive director in the annual session of the association.
- C. To report annually to the messenger body of this association.
- D. To evaluate the performance and integrity of the executive director and recommend annually to the association a compensation schedule based on tenure, merit, and cost of living increases for the executive director.

Section 2. Purpose: To use electronic media to extend the gospel outreach of local churches around the world and in their own communities.

- A. Priority will be given to people and language groups who have little or no authentic media witness with a view to preparing the way for missionary activity on the ground.
- B. Emphasis will be given to innovative formats designed to capture the attention of unsaved listeners and expose them to the gospel.

ARTICLE XIV - MINISTERS RESOURCE SERVICES AGENCY

Section 1. This association shall elect a Ministers Resource Services board of trustees consisting of nine (9) members, five (5) of whom shall constitute a quorum.

Section 2. The duties of the board of trustees are:

- A. To act in its field as an executive of the association performing all entrusted duties.
- B. To promote the work of Ministers Resource Services.
- C. To select an executive director to implement the established purpose of the agency as dictated by the association.
- D. To establish and operate associational retirement and benefit programs for ministers, missionaries, and qualifying employees of member churches and other entities wholly owned or controlled by such churches of the association.
- E. To conduct the business and activities of the Ministers Benevolent Society (MBS) and the Auxiliary Benevolent Society (ABS).
- F. To conduct the business and activities of the Funds to Alleviate Ministers' Emergencies (FAME).
- G. To develop and institute further programs for the benefit and welfare of BMA constituents.
- H. To evaluate the performance and integrity of the executive director and recommend annually to the association a compensation schedule based on tenure, merit, and cost of living increases for the executive director.
- I. To fill a vacancy in the office of executive director that may occur between sessions of the association.

ARTICLE XV - MORAL ACTION AGENCY

Section 1. This association shall elect a Moral Action trustees board consisting of nine (9) members, five (5) of whom shall constitute a quorum.

Section 2. The purpose of this agency is:

- A. To present Christ as Savior to all with whom it may come into contact.
- B. To be responsible for leading the churches of this association in the promotion of biblical morality in all areas of society and in opposition of evils of our time, such as: alcohol, drug abuse, pornography, sodomy, gambling, child abuse, abortion, and moral/political issues that endanger the human race, the church and the family.
- C. To be responsible for securing written or printed materials that present the biblical perspective on the issues mentioned in section 2B.
- D. To be responsible for an organized effort among the churches to present the biblical views on all that is found in section 2B.
- E. To be responsible and available to lead in study courses, clinics, and conferences to inform the churches of the above evils and how to deal with them biblically.

Section 3. The duties of the board of trustees are:

- A. To act in council with the director of this agency on all matters that concern Moral Action.
- B. To be representatives of this agency in their states.
- C. To be available to join the director and others in lobbying our state and national legislative bodies concerning the issues in section 2B.
- D. To carry out the wishes of the churches in all matters concerning this agency.
- E. To bring before the association recommendations they feel are in the best interests of this agency and the churches.
- F. To evaluate the performance and integrity of the executive director and recommend annually to the association a compensation schedule based on tenure, merit, and cost of living increases for the executive director.
- G. To fill a vacancy in the office of executive director that may occur between sessions of the association.

ARTICLE XVI - BMA FOUNDATION

Section 1. Purpose: The BMA Foundation exists to endow participating departments and agencies of the Baptist Missionary Association of America with supplemental funding by investing gifts to the Foundation and distributing the earnings annually. It is a repository for the endowment of funds invested to produce ongoing support for those ministries.

Section 2. Governance: This association shall elect a BMA Foundation board of directors consisting of nine (9) members with one (1) board seat reserved for a representative, nominated by the executive director, of each of the BMAA departments/agencies participating in the association's estate planning program. Five (5) members shall constitute a quorum.

Section 3. Board of Directors Duties: The duties of the board of directors are:

- A. To act in its field as an executive of the association between annual sessions, performing all duties entrusted to it by the association.
- B. To utilize sound business principles in maintaining professional management of Foundation investments.
- C. To fulfill any vacancy between sessions that may occur in the office of executive director.
- D. To evaluate the performance and integrity of the executive director and recommend annually to the association a compensation schedule based on tenure, merit, and cost of living increases for the executive director.
- E. To fill a vacancy in the office of executive director that may occur between sessions of the association.

ARTICLE XVII - BMA OF AMERICA SERVICE TEAM

Section 1. Purpose: *Baptist Missionary Association (BMA) of America Service Team (BMA Service Team)* is a wholly owned subsidiary of the departments of the Association located at the BMA Global Missions Center in Conway, Arkansas. The *BMA Service Team* was created for the purpose of providing an entity designed with the capacity to share employees and assets, thereby minimizing costs and maximizing return on investment for support services and functions.

Section 2. Governance: *BMA Service Team* activities are supervised by the executive directors of departments and agencies located at the BMA Global Missions Center in Conway, Arkansas. To oversee day-to-day operations, the executive directors may hire, in cooperation together, a Director of Operations.

Section 3. Specific duties assigned to the *BMA Service Team* are:

- A. To provide shared services to supporting BMA departments and agencies to minimize overhead costs and to prevent duplicate activity. These services include accounting, conferences, human resources, information services, information technology, production, and development.
- B. To provide a legal entity to hold shared employees and assets of BMA departments located at the BMA Global Missions Center in Conway, Arkansas.
- C. To provide services to departments, agencies, and applicable committees in producing the annual BMA national meeting.

ARTICLE XVIII - COMMITTEE ON OF THE NATIONAL MEETING

Section 1. This committee shall consist of seven (7) members: the Director of the Conference Division, the President, 1st Vice-president, and 2nd Vice-president of the association, the Director of Operations of the BMAA Service Team, and two members of the BMAA Service Team.

- A. The Director of the Conference Division will lead this committee.
- B. The Director of the Conference Division, in cooperation with the president of the association's direction and theme, will oversee the planning, logistics, and production of the national meeting.
- C. The two members of the BMAA Service Team will be appointed by the Director of the Conference Division in consultation with the Director of Operations of the Service Team.

Section 2. The duties of the committee are:

- A. To plan the national meeting giving attention to the logistics of producing the meeting and providing opportunities during the association that (1) Promote the work of our departments and agencies. (2)

Focus on missions, evangelism, discipleship, worship, and edification. (3) Focus on the acquisition of information and skills beneficial for practical application in ministry.

- B. To plan a budget for the national meeting, including the authorization of payments for the expenses of the national meeting.
- C. To promote the national meeting.
- D. To develop and maintain written requirements for acceptable meeting places and arrangements.
- E. To report their work to the association each year, including all invitations, and a recommendation as to an acceptable meeting place at least two (2) years in advance.
- F. A quorum for this committee shall be four (4).

Section 3. The committee on the Production of the National Meeting shall:

- A. Receive invitations for the annual meeting place at least six (6) months in advance of the meeting date in which the invitations are to be considered.
- B. Determine first through correspondence and second through personal inspection by at least two (2) members of the committee that the proposed sites meet the requirements for an acceptable meeting place.
- C. Be responsible for negotiating and signing all contracts for meeting site and facilities.
- D. To determine exhibitors, allot display space, and assign committee meeting rooms.

ARTICLE XIX - STANDING COMMITTEES

Section 1. The standing committees are: Baptist Publishing House, BMA Foundation, Department of Christian Education, Daniel Springs Baptist Camp, Enrollment and Finance, Lifeword Media Ministries, Ministers Resource Services, Department of Missions Advisory, Moral Action Agency, Nominating, North American Revolving Loan Fund, and International Revolving Loan Fund.

Section 2. All standing committee members shall be elected on a staggered basis for five (5)-year terms, three (3)-year terms for non-departmental committees, or as otherwise specifically authorized, and may succeed themselves one time. No one may serve on more than one standing committee at one time.

Section 3. No one who is an employee of the Baptist Missionary Association may serve on a committee under whose supervision he may come, except where legal status prohibits this rule.

ARTICLE XX - ENROLLMENT AND FINANCE COMMITTEE

Section 1. This association shall elect annually a chairman and assistant chairman of the Enrollment and Finance Committee. The committee will consist of six (6) members, four of whom will be appointed by the clerks, and two (2) of whom shall constitute a quorum.

Section 2. The duties of the Enrollment and Finance Committee are:

- A. To enroll the messengers and visitors at all regular or called sessions of the association, and to receive such funds as may be tendered by the churches, and any other funds as directed by the presiding officer of the association.
- B. To report to the body the number of messengers enrolled, and funds collected. The first report will be given immediately after the president announces the messengers are ready for permanent organization. A report shall be given at any time after the committee is prepared, upon request of any presiding officer or any messenger. A final report shall be given during the Wednesday morning session of the association.
- C. The Enrollment and Finance Committee shall not enroll messengers while the association is in session.

Section 3. Any time the number of votes exceeds the number of messengers enrolled, the voting shall be suspended until the irregularity is checked and corrected.

Section 4. In the event any irregularity in voting cannot be corrected otherwise, a roll call of the churches shall be taken and the number of persons voting from each church shall be ascertained.

ARTICLE XXI - NOMINATING COMMITTEE

Section 1. This association shall elect a Nominating Committee consisting of seven (7) members, four (4) of whom shall constitute a quorum. In annual session the association president and vice-presidents shall present nominees for the nominating committee, giving due consideration to representation from various regions of the association.

Section 2. The duties of the Nominating Committee are:

- A.** To present to the association as nominees the names of persons to serve on all other standing committees (except the Missions Advisory Committee), boards of trustees, and any other committees, as directed by the association, as terms expire or as vacancies occur.
- B.** To encourage the submission of the names of prospective members of committees and boards of trustees by the chief executive officers of the departments and agencies as well as from the general constituency, including state and local associations.
- C.** The Nominating Committee shall meet at least twice during the year.
 - 1.** The first meeting shall be to collect and process names, including those suggested by the executive directors and the churches, and then to compile the lists of prospective nominees and send them to the directors of the appropriate departments or agencies for review (i.e., to identify potential conflicts of interest, membership on another standing committee, and confirm a nominee's and/or church's support of the work of this department or agency).
 - 2.** After the department and agency directors have had a reasonable time to respond, the nominating committee shall meet the second time to finalize the list of nominees it will present at the next annual meeting. When the list is completed, the secretary of the nominating committee shall send a copy of the list to the recording secretaries for publication in the recommendation's booklet.

ARTICLE XXII - MEETINGS

Section 1. The regular meeting of the messengers of the churches shall convene on Monday, Tuesday, and Wednesday following the third (3rd) Sunday of April, at such place as the messengers may choose two (2) years in advance. The date and/or location of the meeting may be adjusted, if necessary, by vote of the messengers at least one (1) year in advance.

Section 2. There will be six (6) sessions of the association. The initial session will convene Monday evening at 7:00 and is to be a worship service planned by the presiding officers. Included in this session will be the president's message and introduction of the theme. The second session will begin on Tuesday afternoon at 3:00. The third session will begin at 7:00 Tuesday evening and will include a worship service with the annual message. Business may be conducted at the discretion of the president. The fourth session will begin Wednesday morning at 8:30, and the fifth session will start Wednesday at 2:00 p.m.. The sixth session will start Wednesday evening and will include the Missions Department report.

Section 3. All departments and committees in Article VII, Section 3, except the Department of Missions, shall report annually to the association on a rotating basis with a thirty (30)-minute time limit for each report and no time limit for discussion of said report.

Section 4. The presiding officers, and the Host Committee shall be responsible for the schedule of all related committee and auxiliary meetings, within the framework of Section 2 above, taking into consideration the wishes and requests of the various groups which require time and space for their meetings.

Section 5. The presiding officers may call a special session of the association in case of an emergency.

Section 6. In the event of a state of emergency that prevents the association from meeting at a previously approved time and location:

- A.** The president of the association may call a special meeting of the presiding officers, Coordinating Council, department and agency directors, and the chairperson of the trustee bodies.
 - 1.** Accurately recorded minutes of all meetings should include an explanation to justify an emergency meeting. Such minutes are to be presented for approval at the next available regularly scheduled and/or in-person meeting of the national association.

2. Matters addressed in the meeting should be limited to items essential for maintaining departmental and agency operations during the emergency as determined by the Coordinating Council, department and agency directors, and board chairs.
 3. Presiding officers are expected to make reasonable efforts to communicate such decisions with the association's affiliated churches.
 4. Should the emergency prevent the association's ability to meet in person, presiding officers may initiate temporary and alternative voting measures if they are consistent with the association's Statement of Principles of Cooperation and nature. Under such conditions, presiding officers may be allowed to continue serving for an additional year or until the next regularly scheduled meeting.
- B.** These leaders may select an alternate feasible time and location for the association to meet.

ARTICLE XXIII - FUNDS AND PROPERTIES

Section 1. All funds of this association will be raised by voluntary contributions secured solely upon the merits of the cause for which appeals may be made. Such funds as may be derived from income from any property that may be acquired by purchase or donation, or any gift that may be made to the association, will be disbursed by vote of the association or its designated governing board.

Section 2. Distribution of funds will be authorized by an act of this association, or by the act of properly authorized committees of the association. In no event will the association, or any of its governing boards, use funds in violation of the expressed will of the donors.

Section 3. All funds received on behalf of this association by committees or governing boards will be deposited by a financial fiduciary of the committee or governing board in the authorized bank account. Deeds or other non-cash contributions will be recorded by the financial fiduciary of the committee or governing board on its fixed-assets register and will include the date the assets are donated, their value, and their physical locations.

Section 4. It will be the responsibility of the directors to ensure the receipt and disbursement of all funds of this association are carried out according to the will of the association. Moreover, the directors will also ensure adequate *Directors and Officers* liability insurance is in place to protect their staff and the association in case of litigation. The directors will make true and full reports of all matters pertaining to their offices, and their reports are to be approved by certified auditors.

ARTICLE XXIV - AMENDMENTS

Section 1. Amendments to the Statement of Principles of Cooperation.

- A. Proposed amendments to this Statement of Principles of Cooperation must be submitted in writing to the clerks of the association no later than February 1 prior to the annual meeting. It shall be the responsibility of the clerks to provide a copy of each proposed amendment no later than February 15, to be published in the Recommendations Booklet which will be distributed to the churches. Any additional expenses involved in developing and distributing the Recommendations Booklet shall be paid from the Minute and Meeting Expense Fund.
- B. Any proposed amendment may be presented in any annual business session and thoroughly discussed in that session. At a subsequent business session, the vote will be taken without further discussion. Any change requires a two-thirds (2/3) majority of messengers present and voting.
- C. In the event a proposed amendment to this Statement of Principles of Cooperation is referred to the churches, and the churches send their vote either by letter or messenger, and a majority of the churches thus reporting express their desire for the amendment, the amendment shall pass. No particular form will be required.

Section 2. Amendments to the Doctrinal Statement.

- A. Proposed amendments to the Doctrinal Statement must be submitted by a cooperating church to the clerks of the association no later than February 1 prior to the annual meeting. It shall be the responsibility of the clerks to provide a copy of each proposed amendment, no later than February 15, to be published in the Recommendations Booklet which will be distributed to the churches. Any

additional expenses involved in developing and distributing the Recommendations Booklet shall be paid from the Minute and Meeting Expense Fund.

- B.** A proposed amendment shall be presented and discussed in one annual meeting and voted on in the following annual meeting during its initial business session. Discussion will be permitted immediately before the vote is taken. Any change requires a two-thirds ($2/3$) majority of messengers present and voting.
- C.** In the event a proposed change to the Doctrinal Statement is referred to the churches, and the churches send their vote either by letter or messenger, and a majority of the churches thus reporting express their desire for the amendment, the amendment shall pass. No particular form will be required.