

# **UNITED METAPHYSICAL CHURCHES**

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## **CONSTITUTION AND BYLAWS**

October 2010

# CONSTITUTION AND BYLAWS OF UNITED METAPHYSICAL CHURCHES

## CONSTITUTION

### PREAMBLE

We, the chosen representatives of Divine Metaphysical churches in the state of Michigan, in convention assembled, do organize to form a harmonious association and to promote the religion of Divine Metaphysics and to secure the blessings of liberty and protection to ourselves and our property under the laws of the State of Michigan, and do hereby establish this Constitution for guidance and control of this Association.

No article shall be included that conflicts with any State or Federal law, nor shall any article of this Constitution be amended so that it causes such conflict with any State or Federal law.

No Bylaw shall be adopted which is contrary to or in conflict with or inconsistent with any provision of this Constitution, which shall hold all Bylaws subordinate to it. Nor shall any Bylaw be so amended that it causes such contradiction, conflict or inconsistency with any of the provisions of this Constitution.

### ARTICLE I NAME AND SEAL

#### SECTION 1 NAME

The name of this Association shall be the **UNITED METAPHYSICAL CHURCHES** by which name it is incorporated under the laws of the State of Michigan. The initials UMC shall stand as an abbreviation of the name of this Association.

#### SECTION 2 SEAL

The seal of this Association shall be circular in form and contain: United Metaphysical Churches, organized November 21, 1964, incorporated April 20, 1965.

### ARTICLE II DECLARATION OF PRINCIPLES AND DEFINITIONS

#### SECTION 1 PRINCIPLES

The following Declaration of Principles is published to the world, not as a creed binding the conscience of the individual, but as the consensus of a large majority of Divine Metaphysicians on the fundamental teachings of Divine Metaphysics.

1. We believe in God as Infinite Intelligence.
2. We believe that the phenomena of nature, both physical and spiritual, are the expression of Infinite Intelligence.

3. We affirm that a correct understanding of such expression and living in accordance therewith constitute true religion.
4. We believe in personal responsibility, and that we create our own happiness or unhappiness as we live in harmony or discord with natural physical and spiritual laws.
5. We affirm that the existence and the personal identity of the individual continues after leaving the physical world.
6. We affirm that communication with Spirit is a natural experience and is proven through mediumship.
7. We affirm that spiritual gifts including prophecy and healing contained in the Bible and all sacred text are Divine Attributes proven through mediumship.
8. We believe that the highest morality is contained in the Golden Rule: "Do unto others as you would have them do unto you."
9. We affirm that the doorway to reformation is never closed against any human soul here or hereafter.

## SECTION 2 DEFINITIONS

The following definitions are published to the world, not as all-inclusive, or all-exclusive, but as comprehensive and concise statements having the sanction of this Association for use in court and in practical affairs:

1. Divine Metaphysics is the science, philosophy and religion of continuous life, based upon the demonstrated fact of communications, by means of mediumship, with those who live in the spirit world.

Divine Metaphysics investigates, analyzes and classifies facts and manifestations demonstrated from the spirit side of life.

Divine Metaphysics studies the law of nature both on the seen and unseen sides of life and bases its conclusions upon present observed facts. It accepts statements of observed facts of past ages and conclusions drawn there from, when sustained by reason and by results of observed facts of the present day.

Divine Metaphysics strives to understand and to comply with the physical, mental, and spiritual Laws of Nature, "which are the laws of God."

2. A Divine Metaphysician is one who believes, as the basis of his or her Religious Denomination, in the communication between this world and the spirit world by means of mediumship, and who endeavors to mold his or her character and conduct in accordance with the highest teachings derived from such communion.
3. A medium is one whose organism is sensitive to vibrations from the spirit world, and through whose instrumentality, intelligence in that world is able to convey messages and produce phenomena.
4. A spiritual healer is one who through inherent powers or through mediumship is able to impart vital, curative force.

5. The phenomena of Divine Metaphysics consist of prophecy, clairvoyance, clairaudience, gift of tongues, laying on of hands, healing, visions, trance, apports, revelation, levitation, raps, automatic and independent writing, painting, photography, materialization, psychometry, voice and any other manifestation proving the continuity of life through the physical and spiritual sense and faculties of man.

## **ARTICLE III** **OBJECTS AND POWERS**

### **SECTION 1 AFFILIATION**

This Association shall be the organization of Divine Metaphysical Churches who desire affiliation as a group to promote mutual aid and cooperation in the benevolent, charitable, educational, literary, musical, scientific, religious and missionary purposes and enterprises germane to the phenomena, science, philosophy and religion of Divine Metaphysics.

### **SECTION 2 BYLAWS**

This Association shall establish through the Bylaws the classification, qualifications and titles or degrees of its authorized demonstrators of phenomena, proponents of Divine Metaphysical philosophy and teachers of the religion of Divine Metaphysics; and shall establish the conditions under which all commissions, certificates and diplomas shall be granted to such authorized representatives.

### **SECTION 3 POWERS**

This Association shall have the power to grant charters to churches and study groups organized for the objects of this Association. It shall have the power to establish a Board of Trustees of this Association (also hereafter referred to as the Board or Board of Trustees). It shall have the power to acquire by purchase, gift, bequest or other laudable means, and to hold control and cause to be conveyed such property, both real and personal, as may be deemed necessary or useful to carry out the objects of this Association. Such conveyance shall be made only upon authorization by a two-thirds vote of the Board of Trustees.

All property, both real and personal, acquired by any chartered church or study group may be held in trust by this Association upon the written request of the majority of the auxiliary board of such church or study group, or the majority of its auxiliary membership in good standing for such time as requested, if accepted by the Board of Trustees of this Association.

## **ARTICLE IV** **OFFICERS**

### **SECTION 1 ORGANIZATION**

The membership of the Board of Trustees of this Association shall consist of nine (9) officers. The officers of this Association shall be President, Vice President, Secretary, Treasurer, and five

Trustees (also referred to as Officers or Members). The Officers and therefore membership on the Board shall be elected at the annual convention by the duly elected delegates.

## SECTION 2 ELIGIBILITY

Persons eligible for office in this Association shall have been a member in good standing of a chartered church for a minimum of three (3) years. The time requirement may be reduced to two (2) years by a majority vote of the Board of Trustees.

No member of the Board of Trustees can hold more than one office, elected or appointed, at any given time. To be considered eligible for election to any other office on the Board, the Member must submit his resignation in writing to the Secretary of the Board prior to the time set for election of Officers by the Bylaws.

## SECTION 3 TERM OF OFFICE

The Officers of this Association shall be elected by ballot at a regular annual convention by the delegates assembled, and shall hold their offices for a term of three (3) years. Vacancies from death or any other cause shall be filled by a vote of the Board of Trustees. Such Board elected Officers shall hold office until the regular election of Officers at the next annual convention. Service in any office for one-half or more of the term shall be considered full term.

## SECTION 4 DUTIES

The Bylaws shall prescribe the duties of all Officers of the Board of Trustees and shall determine the need and provisions for bonding of Officers, the deposit of funds and the general management of this Association.

## SECTION 5 SERVICE ON THE BOARD

Only one member of a family (family includes husband, wife, children, brothers, sisters, father and mother) may serve on the Board of Trustees at any one time.

## **ARTICLE V** **MEMBERSHIP**

The membership of this Association shall consist of all churches and study groups chartered by it. The Bylaws shall establish the procedure for their representation at the annual convention, and the election of delegates thereto. The Board of Trustees of this Association shall, at its discretion, determine the qualifications and requirements not stated in the Constitution or Bylaws for membership in this Association.

Members at Large or Members of the Association not choosing to be members of a local congregation shall be considered members of the UMC Global Congregation and must pay dues to that congregation. They shall sign a declaration at their joining of this global congregation stating their belief in and acceptance of the Declaration of Principles of UMC as set forth in Article II Section I.

The Secretary of each church or study group shall prepare and transmit to the Secretary of this Association an annual report of the names and numbers of members enrolled as well as any other information, which may be required by the Board of Trustees of this Association.

## **ARTICLE VI** **CONVENTION**

### **SECTION 1 ANNUAL MEETING**

The convention of this Association shall be held annually, at a location determined at the previous meeting. The dates of the convention shall be determined by the Board of Trustees.

The Board shall have the power to change the location and dates.

### **SECTION 2 RULES**

Each convention may formulate and adopt rules for its guidance provided that they are not inconsistent with the Constitution or Bylaws of this Association.

The President of this Association shall preside over the convention and the Secretary of this Association shall be the Secretary of the convention. The Vice President shall preside at any meeting at which the President is absent. In the event the Vice President is unable to preside over a meeting, (s)he will delegate the chair to another Officer.

The Bylaws shall describe the procedures for conducting the annual convention.

## **ARTICLE VII** **DELEGATION OF POWERS**

In the event there is only one church remaining in this Association, all of this Association's legal power and possessions shall be retained by the remaining church.

## **ARTICLE VIII** **AMENDMENTS**

Any church, the Board of Trustees of this Association or a committee appointed by the Board to revise the Constitution and Bylaws may initiate amendments to the Constitution and Bylaws.

Amendments to the Constitution and Bylaws of this Association may be made at any convention of this Association by a two-thirds vote of the accredited delegates assembled and voting, but only if all other requirements in this article have been fulfilled.

Any proposed amendment or repeal of permanent suspension shall require that a notice shall have been filed with the Association Secretary at least sixty (60) days prior to the date of the convention. It shall be the duty of the Secretary upon receipt of the notice of the proposed action to forthwith forward it to all chartered auxiliaries.

It is intended that the provisions of these Constitution and Bylaws shall be construed as severable as to section, sentence, and phrase for the purpose of saving the whole if any such section, sentence, or phrase should be found to be improper under State or Federal law in its present

form, then any such section, sentence, or phrase shall be reduced to such scope as is reasonable and useful within its original meaning and intent and these Constitution and Bylaws shall be construed as if it had originally been drawn in such reduced form.

### **DATE OF EFFECTIVENESS**

This Constitution, with its above Articles and its Bylaws, shall replace and supplant any previous Constitution and Bylaws used or followed in the interim before this Constitution was accepted and adopted by this Association, the **UNITED METAPHYSICAL CHURCHES**. This Constitution and Bylaws shall nullify any and all motions that have been made in Board meetings and conventions that are in conflict or inconsistent with this Constitution and Bylaws. Having been accepted by at least a two-thirds vote of the Board of Trustees and two-thirds of the Delegates assembled and voting in convention of October 2010, at the Headquarters of the United Metaphysical Churches, 1488 Peters Creek Road, NW, Roanoke, Virginia, this Constitution and its Bylaws become adopted and valid and wholly effective October 2010.

# **BYLAWS**

## **ARTICLE I** **PURPOSE AND POLICIES**

### **SECTION 1 PURPOSE OF ASSOCIATION**

The purpose of this Association is to promote mutual aid and cooperation in all matters germane to the phenomena, science, philosophy and religion of Divine Metaphysics and to further the spiritual growth of the individual.

### **SECTION 2 POLICY**

This Association shall develop policies:

- (a) to further the attitude of cooperation by individuals and groups in the pursuit of spiritual growth.
- (b) to achieve high standards and continuing improvement of the ministry of Divine Metaphysics through established educational programs.
- (c) to cooperate with other national and international organizations having related interest.

## **ARTICLE II** **RULES**

Robert's Rules of Order shall be the authority governing in all matters not provided for by the Constitution and Bylaws.

## **ARTICLE III** **BOARD OF TRUSTEES**

### **SECTION 1 MEMBERSHIP**

The Board of Trustees shall consist of the Officers of this Association, namely: President, Vice President, Secretary, Treasurer, and five Trustees.

### **SECTION 2 POWERS**

The Board of Trustees shall have the power to make all rules and regulations for the conduct of the business affairs of this Association which are not provided for in the Constitution and Bylaws, and are not in conflict therewith. Any rules, regulations or policies shall be put in writing and be readily available for reference.

No member of the Board shall act individually in representing the Board of this Association unless commissioned to do so by the full Board.

### SECTION 3 ATTENDANCE

If any one of the Board of Trustees is absent from three (3) consecutive meetings without sufficient cause, the office of such Member shall be declared vacant upon a vote of the Board.

### SECTION 4 APPOINTMENTS

The Board of Trustees may reject any appointment made by the President of any State agent, missionary or special representative, or may appoint any State agent, missionary or special representative which the President neglects or refuses to appoint.

### SECTION 5 DUTIES OF THE BOARD

The Board shall have the general power to administer the affairs of this Association and to carry out its program and policies. Specifically the Board shall:

- (a) fill all vacancies which may occur on said Board
- (b) vote on the appointment of missionaries, representatives, attorneys and agents.
- (c) approve and direct, reject, cancel or modify any charter, certification paper or individual membership for sufficient cause.
- (d) have the power to set and to change the amount of charter dues and per capita fees.
- (e) accept bequests, devices and donations when practicable and feasible and in the best interest of this Association.
- (f) manage the property and funds of this Association conduct binding arbitration hearings for conflicts about organizational and Association issues, including those on the local level. These may be conducted by subcommittee appointed by the President on behalf of the Board.
- (g) conduct binding arbitration hearings for conflicts about organizational and Association issues, including those on the local level. These may be conducted by subcommittees appointed by the President on behalf of the National Board.
- (h) perform all duties required of it under the Constitution and Bylaws.

### SECTION 6 VOTING

Unless otherwise specifically provided in the Constitution or Bylaws, a majority of the Members of the Board of Trustees shall constitute a quorum for the transaction of business. A majority is defined as one-half plus one of the total number of Board Members.

In order to carry any measure, a two-thirds vote of the quorum is necessary. The Chairman shall have no right to vote except to make or break a tie, or when there is a ballot vote.

However, a two-thirds vote of the entire Board of Trustees is necessary to:

- (a) suspend, cancel or revoke the charter of any church or auxiliary.
- (b) overrule a Bylaw.
- (c) dissolve this Association.

When the occasion demands, a vote shall be taken by the Secretary by the use of a mailed (postal or electronic) ballot covering the question involved.

Electronic ballots shall only be valid if all members of the board have acknowledged its receipt, thus assuring the delivery of the ballot. Each ballot must be returned to the Secretary within 15 days. All such ballots shall be filed with the Association documents. The President shall be notified of the deciding result of the balloting and shall instruct the Secretary to so notify the other members of the Board.

Members of the Board may also participate in a meeting of the Board by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time. Any action required or permitted to be taken at any meeting of the Board may be taken without a meeting if all Members of the Board consent thereto in writing.

## SECTION 7 BONDS

The necessity, amount of and condition for any bonds shall be determined and approved by the Board.

## ARTICLE IV DUTIES OF OFFICERS

### SECTION 1 PRESIDENT

It shall be the duty of the President to preside at all meetings, both of this Association and its Board of Trustees also hereafter referred to as the Board, and to countersign all charters issued to auxiliaries and all papers bearing the seal of this Association. The President shall call all Board Meetings as deemed necessary for the good of the association.

- (a) The President shall have general supervision of the Officers of this Association and the transaction of business. He or she shall make a yearly report on the progress of this Association at its annual convention.
- (b) The President shall appoint such State agents, missionaries and other special representatives as hereinafter provided for. All appointments shall be approved by the Board of Trustees.
- (c) The President shall appoint a superintendent of lyceums when necessary, who shall perform duties as assigned by the Board of Trustees. Such an appointment shall be approved by the Board of Trustees.
- (d) The President shall, with National Board approval, be responsible for the supervision of the National Headquarters property and may appoint any assistants as needed for the execution of that supervision.

## SECTION 2 VICE PRESIDENT

It shall be the duty of the Vice President to perform the duties of the President in the absence of that Officer.

## SECTION 3 SECRETARY

- (a) The Secretary shall prepare all records and accounts of this Association, attend to its correspondence, keep official minutes of all meetings, and be the custodian of the Association Seal. The Secretary shall perform other duties as the President of the Board may direct, when not in conflict with the Constitution or Bylaws.
- (b) The Secretary shall countersign all charters and papers bearing the Seal, and shall affix the Seal to all charters, certificates, commissions, powers of attorney, receipts and such other papers as may be required for authentication.
- (c) The Secretary shall keep an account of any monies received by that office and turn over same to the Treasurer.
- (d) The Secretary shall make a yearly report at the annual convention. The report shall contain a true account of the membership of all chartered churches and any other matters that the Board of Trustees may deem necessary.
- (e) The headquarters and principle office of this Association shall be 1488 Peters Creek Road NW, Roanoke Va. 24017
- (f) The Secretary shall make available any records or documents for inspection at the headquarters of this Association. Any inspection must be deemed necessary by the Board and must be carried on in the presence of at least three (3) Association Board members. The Secretary shall transcribe into the permanent record minutes of all meetings within thirty (30) days of said meetings. The Members of the Board of Trustees shall have access to all records of this Association. No records or copies thereof shall leave the possession of the Secretary or the Board without the written order of the Board of Trustees.
- (g) The Secretary of this Association shall transmit to the Secretary of each church or auxiliary not later than January 31 the appropriate forms for reports due to this Association.

## SECTION 4 TREASURER

The Treasurer shall collect dues and receive moneys of this Association and make disbursements as directed by the Board of Trustees.

- (a) The Treasurer or designated agent appointed by the National Board shall pay all bills against this Association with checks countersigned by any one of the following: President, Vice President or Secretary.
- (b) The Treasurer shall deposit all surplus funds in a bank or banks in the name of this Association, and with the approval of the Board of Trustees, make special arrangements with a recognized financial institution or institutions, regarding investments in securities and their safekeeping.

- (c) The Treasurer shall furnish a statement of accounts whenever called upon to do so by the Board, but as a minimum at all regular Board meetings.
- (d) At the annual convention, the Treasurer shall make a full report to the members of this Association of all funds received, disbursed, remaining on hand, and any other pertinent information as to the financial condition of this Association. The financial records shall be subject to review by a duly authorized review committee appointed by the President.

## SECTION 5 TRUSTEE

It shall be the responsibility of a Trustee of this Association to lend aid and expertise to the ongoing business of the organization. A Trustee shall participate in all Board activities and vote on matters coming before the Board. At the discretion of the President, a Trustee may be requested to work on special projects or committees.

## **ARTICLE V** **AUXILIARY CHAPTERS**

### SECTION 1 APPLICATION AND QUALIFICATIONS FOR CHURCHES

Any ten or more persons, avowed Divine Metaphysicians, not already members of any church under the jurisdiction of this Association may apply for a charter by filing with the Secretary of this Association the appropriate application and application fee. The following particulars must be included in the application: the name and residence of the applicants, the specific location of their meeting place, the purpose(s) of their group, the name by which it is to be known and chartered, and its domicile.

- (a) No charter shall be granted to a church or group unless it has been organized and functioning for religious purposes for a period of ninety (90) days immediately preceding the date of application. Any deviation from the above stipulations must be approved by the Board of this Association.
- (b) All charter dues, per capita fees and the required contribution toward the convention programs shall be due and payable April 1 for the current year.
- (c) Each local Auxiliary shall submit an official membership list, including names and addresses for that calendar year with submission of dues and fees stated in (b).
- (d) All individual members of churches are required to declare publicly their belief and acceptance of the Declaration of Principles of UMC as set forth in Article II, Section 1 of the Constitution.

### SECTION 2 APPLICATION AND QUALIFICATION FOR STUDY GROUPS

The Board of Trustees may charter study groups for the purpose of promoting the study of Divine Metaphysics and furthering the spiritual growth of the individual.

- (a) A group may apply for membership as a study group by filing with the Secretary of this Association the appropriate application and application fee. The following particulars

must be included in the application: the full name and address of the applicants, the purpose of the organization and its domicile, and agreement to be governed and guided by the Constitution and Bylaws of this Association.

- (b) All individual members of a study group are required to sign a form declaring their belief and acceptance of the Declaration of Principles of UMC as set forth in Article II, Section 1 of the Constitution.

### SECTION 3 APPROVAL BY BOARD OF TRUSTEES

The Board shall at its earliest convenience will vote upon applications for charter by churches and study groups. If the application is approved, a charter shall be issued accordingly. In the event the application is not approved, the charter fee shall be returned to the persons making the application.

### SECTION 4 RIGHTS OF MEMBERSHIP

The charter shall entitle the applicants and their associates and successors to membership as a body in this Association. It shall entitle them to all the rights and privileges accorded membership by the Constitution and Bylaws of this Association. It shall obligate them as a body to perform all the conditions of the Constitution and Bylaws of this Association and to observe all proper rules of this Association.

Each chartered church or study group may write its own Bylaws, provided nothing therein conflicts or is inconsistent with the Constitution or Bylaws of this Association. If a conflict arises, the Bylaws of this Association shall supersede any and all Bylaws of chartered churches and study groups that are members of this Association.

### SECTION 5 CUSTODY OF CHARTER

All charters shall be displayed in a prominent place at all public worship meetings. For any church not having permanent headquarters, the charter shall reside with the Secretary of the body to which it is granted.

### SECTION 6 POWER TO SUSPEND OR CANCEL

The Board of Trustees shall have the power to suspend, cancel or revoke the charter of any church or study group of this Association by a two-thirds vote of the entire Board when, in its judgment, it is for the welfare and general good of Divine Metaphysics and this Association. However, the officers of the board of the offending church or study group shall first be given a hearing to show satisfactory cause as to why their charter should not be suspended, canceled or revoked. The time and place of the hearing shall be set by the Board of Trustees of this Association.

### SECTION 7 ANNUAL DUES AND REPORTS

The annual dues and reports shall be forwarded to the Secretary of this Association each year.

- (a) The annual dues, per capita fees and reports of each chartered church and study group are due to the Secretary of this Association by April 1 each year, unless the

date is changed by the Board. The amount of per capita fees shall be determined by the number of members in good standing on the preceding December 31.

The Secretary shall notify each church and study group of its obligation at least sixty days before April 1 to send in its annual reports and fees and dues.

Any dues or fees not received by the Secretary by April 1 shall automatically place the negligent church or auxiliary in delinquency. Any delinquent church or auxiliary shall forfeit all rights. Restitution of a delinquent church or auxiliary to full rights shall be accomplished by remittance of all past dues and fees and written notification to the Secretary of this Association.

- (b) A delinquent church or study group shall not be entitled to representation at the annual convention. The Board is given the power to waive any or all delinquent payments if the delinquent member shall show that it is in the best interest of this Association to do so.
- (c) In the event any church or study group becomes two years in arrears in payment of its dues, the Secretary shall notify the delinquent member that it must show cause why its charter should not be revoked. The time, date and place of hearing shall be mutually agreed to but shall be at least thirty (30) days from the date of the notice.

## SECTION 8 GOVERNING PROCEDURES

- (a) Only one member of a family (family includes husband, wife, children, brothers, sisters, father and mother) may serve on the Board of Trustees of a chartered church or study group at any one time.
- (b) Each church and study group shall hold orientation meetings at regular intervals to acquaint new and prospective members with the principles of the religion of Divine Metaphysics and the policies of the local organization. These meetings shall include orientation material as prescribed by the National Board. The local secretaries will keep accurate records of these orientation meetings with the names of those attending.
- (c) Eligibility to vote shall be given to members in good standing. A member in good standing is one who has been taken in publicly and whose dues are currently paid if required by the local church. Members must be present to exercise their right to vote.
- (d) Members of the global congregation (members at large) are exempt from being taken in publicly but must sign and date a written Right Hand of Fellowship form.
- (e) Each chartered church shall hold at least one annual membership meeting. This meeting shall be announced in writing thirty (30) days in advance, a copy of which shall be sent to the Association Secretary.

## SECTION 9 SUPERVISION

This Association shall have general supervision of its churches and study groups. The Board shall make the final decision in the event of disagreement between the members of chartered body.

- (a) This Association shall have the right to censure, discipline, reorganize or revoke the charter of any church or study group for conduct unbecoming a religious body, for intentional disobedience of any directives by the Board, or for the violation of any provision of the Constitution or Bylaws of this Association.

The offending auxiliary church or study group shall have the right to a hearing to show satisfactory cause why such action should not be taken. Time and place of the hearing shall be set by the Board.

- (b) In the event this Association shall revoke the charter of any church or study group for cause under the Constitution and Bylaws, all real and personal property loaned to the church or study group by the Association shall be returned. The organization shall have lost its membership in this Association and all rights and privileges shall be immediately withdrawn.
- (c) This association shall have the right to hold hearings to settle disputes in any church or study groups where a conflict can not be settled internally. These hearings shall be comprised of two or more members of the National Board of Trustees. Their decision shall be binding based on the facts of the dispute and the application of the National By-laws.
- (d) All gifts, donations or payments to this Association shall be the property of it and not returnable.

## SECTION 10 DISSOLUTION

Any church or study group wishing to dissolve, disband or withdraw from this Association shall submit to the Secretary a written Notice of Intent to Dissolve, Disband or Withdraw ninety (90) days prior to their desire or intention to do so. This notice will include reasons for such action.

- (a) Upon receipt of such notice, the President shall appoint a Special Agent/Representative as described in Article IV Sect. 1 to address with the local church or study group the grievances they list on their Notice. If no amicable agreement can be reached with the local auxiliary (making further action unnecessary), the church or study group shall call a membership meeting specifically for the purpose of voting dissolution or withdrawal from the Association. The Special Agent from the National Board, acting on behalf of the best interests of UMC, must be present. A 30 day written notice shall be sent to all members in good standing as well as the National Board Secretary informing them of the time and place of the meeting, which must be mutually agreeable to the local and National Boards.

A two-thirds vote of the membership present in good standing is necessary to dissolve or withdraw from this Association. Members eligible to vote at this meeting are those listed on the membership roster submitted to the Secretary as of December 31 of the previous year. All Annual Reports, Dues, Fees and Membership Lists must be current for the Membership List used at the meeting to be considered valid for the purpose of this meeting.

In order for the membership's decision to withdraw or dissolve to be recognized, a notarized statement of such action, signed by the officers of the local church's board,

together with a list of the members in good standing and the National Board Special Agent present, must be forwarded to the secretary of the Association for review by the National Board.

- (b) The assets and property, both real and personal, belonging to said church or study group at the time of dissolution may be held in trust by this Association for a period of up to two (2) years for reorganization or request for reinstatement, if such assets and property are accepted by the Board of Trustees of this Association. If satisfactory reorganization or reinstatement has not been effected within the two-year period, the assets may become the property of this Association, if accepted by the Board.
- (c) In the event a church or study group withdraws from this Association and does not dissolve, all assets and property, both real and personal, acquired wholly through its own finances, shall remain the property of said church or study group.

## **ARTICLE VI** **AGENTS AND CERTIFIED WORKERS**

### **SECTION 1 SPECIAL AGENT**

Special agents may be appointed by the President. The agents' duties shall be to assist in aiding and defending all certified workers, procuring information and in promoting the interests of this Association in its respective locations. They may also conduct grievance hearings on behalf of the Board of Trustees as deemed necessary by the President.

### **SECTION 2 RESPONSIBILITIES**

The appointment of all special agents, representatives, attorneys, or other appointees appointed by the President for special purposes, shall be approved by the Board of Trustees in order to be valid. The purpose of the commission or power of attorney shall be specified at the time of the appointment, and no added authority shall be given unless it be approved by the majority of the Board.

## **ARTICLE VII** **MINISTRY**

### **SECTION 1 ORGANIZATION**

The ministry of this Association shall consist of ordained minister-missionaries, deacons, licentiates, associate licentiates, certified medium- missionaries, and certified healer-missionaries.

The Board may prepare and adopt guidelines or manuals for any program related to the training, development and education of minister-missionaries, deacons, licentiates, associate licentiates, certified medium-missionaries, and certified healer-missionaries and implement such programs.

All certificate holders must become members of the Global Congregation whether or not they belong to a local affiliated church. Renewal fees shall include dues for the Global membership.

No member of any church shall serve as pastor unless he or she is an ordained minister with this Association, or with another association which is approved by the Board of Trustees of this Association. In the event that an ordained minister is not available, the congregation may elect a Program Chairperson to plan and coordinate the speakers, classes, etc., subject to the approval of the Board of Trustees of this Association.

## SECTION 2 GENERAL QUALIFICATIONS

Spiritual Healer-Missionary: A member of UMC in good standing who has satisfactorily completed a course of study as outlined by the UMC Education Department. Applications must be submitted with applicable fees and six notarized letters giving testimony to healing ability of a specific nature. Applications are subject to National Board Approval.

Certified Medium-Missionary: A member of UMC in good standing who has satisfactorily completed a course of study as prescribed by the UMC Education Department and have demonstrated favorably that they are test and message mediums known to possess psychic power of an edifying nature. Applications must be submitted with applicable fees and receive National Board approval.

Associate Licentiate: A UMC Educational Program student who has completed all work and tested successfully for year one requirements.

Licentiate: A UMC Educational Program student who has (1) Held the Associate Licentiate Certificate a minimum of one (1) year. (2) Completed all work and tested successfully for years 1 and 2 requirements.

Deacon: A candidate who has (1) Held a Licentiate Certificate for a minimum of 1 year. (2) Completed all work and tested successfully for the years 1, 2, and 3 requirements. (3) Submitted an application with applicable fees. (4) Received National Board approval.

Upon certification, a Deacon may conduct all functions of a Minister except marriage.

Minister-Missionary: A candidate who has (1) Held a Deacon Certificate for a minimum of 1 year. (2) Completed all work and tested successfully for the years 1, 2, and 3 requirements. (3) Submitted application with applicable fees. (4) Paid all seminary costs in full. (5) Received National Board approval.

Completion of requirements does not mean automatic ordination. The United Metaphysical Churches reserves the right to deny or postpone ordination for any candidate deemed unsuitable for the Ministry.

Upon certification, a Minister may conduct public worship services and assume all other responsibilities of a Minister.

## SECTION 3 ORDINATION

When ordination has been granted, a public ordination service may be held, at which the rite of ordination shall be performed by a representative especially designated and empowered by this Association to confer such rite.

- (1) The time and place of the ordination service shall be determined by mutual agreement between the candidate, the church and this Association.
- (2) The UMC Ministers Manual shall be followed in all ordination ceremonies. The UMC Ministers Manual is incorporated herein by reference and may be changed or amended by the Board of Trustees of this Association.

#### SECTION 4 SANCTIONS

All candidates for Ordination Sanction must give decisive proof of their previous ordination and their ability to present intelligently the fundamental principles and philosophy of Divine Metaphysics. Applicants may be asked to submit to oral examination by the Board of Trustees. Any candidate for Ordination by Sanction must be a member in good standing of a chartered auxiliary for at least a year unless waived by the Board.

Ordination by Sanction is handled on an individual basis and is at the sole discretion of the Board of Trustees of this Association.

No person ordained to the ministry of any other religious sect, denomination or organization shall be deemed an ordained minister within the meaning of these provisions for ordination, unless the person shall receive ordination sanction from this Association.

#### SECTION 5 CONTINUING EDUCATION FOR MINISTERS BEGINNING THE EDUCATION PROGRAM AFTER OCTOBER, 1996

Ministers and Deacons should be encouraged to participate in the continuing education program. This maintains their status as Active Ministers and Deacons.

#### SECTION 6 PERFORMANCE OF SERVICE

Ministers, Deacons and candidates for the ministry are required to serve the church with which they are affiliated as determined by the Pastor or Board of Directors of that church.

#### SECTION 7 MINISTERIAL/CERTIFICATE HOLDER MISCONDUCT

An Ordained Minister or certificate holder may have his/her UMC membership revoked for cause by the National Board. If requested by the party involved, there can be a hearing with full National Board to show why this action should not be taken. The date and time of such a hearing must be mutually agreed upon and the results of that meeting shall be binding.

### **ARTICLE VIII** **LYCEUMS**

The Lyceum corresponds to the Sunday School of other religious systems. The Superintendent of Lyceums shall establish courses of study and rules of procedure that will make uniform and progressive the systematic study of the science and philosophy and religion as promulgated by this Association.

## ARTICLE IX ADMINISTRATION

### SECTION 1 SALARY AND COMPENSATION

The compensation of pastors, deacons, licentiates, associate licentiates, certified mediums, spiritual healers and missionaries shall be the salary determined by the churches which they serve, and any fees or contributions they may receive from or on behalf of persons to whom they may minister their spiritual gifts.

The fiscal year for determining annual salary to any member of the Board of Trustees of this Association shall be from annual convention to annual convention.

If the President or Secretary or any other salaried Officer of the Board, after having served at least six months of a term, vacates the office under honorable conditions (s)he shall receive the full amount of salary for that term.

- (a) If the vacating is caused by death, the salary shall be paid to the spouse. If there is no spouse, the Board shall decide the disposition of those moneys.
- (b) If an Officer vacates under conditions other than honorable, (s)he shall receive one-twelfth of the salary for every month or major fraction thereof served of that term.
- (c) An appointee who finishes an un-expired term shall be paid one-twelfth of any salary for every month or major fraction thereof served of that term.

### SECTION 2 REIMBURSEMENTS

Reimbursements to help defray car expenses of the Board members traveling to attend Board meetings shall be determined by the Board at the annual convention but in no case shall exceed the amount allowed by the Internal Revenue Service for business mileage.

All proper bills levied against this Association shall be paid by the Treasurer. However, a bill paid by a person other than the Treasurer requires Board approval before reimbursement can be made.

### SECTION 3 CERTIFICATES AND RENEWALS/REINSTATEMENTS

Fees for certificates, including renewals, shall be determined by the Board of Trustees as necessary.

All renewals of certifications are subject to review by the Board of Trustees who shall have the final authority to grant or withhold certification renewal.

Renewal of all certificates must include all applicable fees. Renewal of certificates shall be granted without charge to ministry workers who are sixty-five (65) or more years of age and who are members in good standing of an affiliated church, study group and /or Global Congregation.

Original certificates shall be granted without charge to ministry workers who are sixty-five (65) or more years of age and who are members in good standing of an affiliated church, study group, and/or the Global Congregation for at least one year.

All certificates shall expire the last day of February of each year. Application to the Education Department of this Association is due upon receipt.

Ordained Minister-Missionaries, Healer-Missionaries, and Medium-Missionaries wishing to reactivate their certification papers after a lapse has occurred must fulfill the following requirements if ordained after October 2005 as per 10/05 Delegates meeting.

- (1) Be members in good standing in their local chartered auxiliary, and /or the Global Congregation.
- (2) All renewal fees in arrears must be paid.

Members in general who have not paid their annual dues to their local church, study group or the Global Congregation for a period up to two years are considered "members not in good standing."

#### SECTION 4 BOARD MINUTES AND RESOLUTIONS

The Secretary shall transcribe into the permanent record minutes of all Board meetings within thirty (30) days of said meeting. No person other than the Secretary of this Association shall obtain or possess a copy, electronic or otherwise, of the convention or Board meeting minutes except by written permission of the Board.

#### SECTION 5 DISSOLUTION OF ASSOCIATION

If at any time it should be deemed prudent or necessary that this Association discontinue or dissolve, the Board of Trustees shall have the power to effect such discontinuance or dissolution, but only by at least a two-thirds ballot vote of the full board.

- (a) If such action is voted, all assets of this Association shall be equally divided among the remaining auxiliary churches and study groups. All records and minutes belonging to this Association shall be kept by the outgoing Secretary for a period of seven (7) years, after which they may be destroyed.
- (b) If a reorganization of this Association is effected within the seven year period, all records shall be turned over to the Secretary of the reorganized Association.
- (c) In the event there are no auxiliary churches or study groups to receive the assets of the Association, the next assets shall be paid and delivered, as the Board of Trustees may direct in accordance with law, to one or more corporations, community chests, funds, foundations, or other organizations which are organized and operated exclusively for religious, charitable, scientific, public safety testing, literary or educational purposes, or for the prevention of cruelty to children or animals. No part of the net earnings shall inure to the benefit of any private shareholder or individual, nor to any organization who substantially carries on propaganda or otherwise attempts to influence legislation, or participates or intervenes (including the publishing or distributing of statements) in any political campaign on behalf of any candidate for public office.

## ARTICLE X CONVENTION PROCEDURES

### SECTION 1 OFFICERS

The President, or his/her assignee, shall appoint the following officers for each convention: Sergeant-at-Arms, Assistant Sergeant-at-Arms, Reading Clerk and any other special officers as they are required. Such officers shall be either delegates or alternates.

### SECTION 2 COMMITTEES

The standing committees of the convention shall be appointed by the President as the occasion requires, for example: Credentials, Rules, Resolutions, Reports, Constitution and Bylaws, Ways and Means, and Treasurer's Review. All such committees expire at the final business meeting of the convention.

### SECTION 3 DELEGATES AND CREDENTIALS

Three voting delegates and three alternates shall represent each chartered church. These will be chosen at a duly called membership meeting of the church of which they are a member in good standing. Additionally, for each chartered Study Group, one Study Group Leader shall act as delegate for their group with one vote. All delegates and alternates shall present their credentials to the Credential Committee before admission to the Convention Delegate meeting. The Committee shall determine the eligibility of these persons to be delegates under the Articles of the Constitution and Bylaws. A delegate may only represent one chartered church or study group in good standing with this Association with which he/she holds membership at any one convention. Each delegate credential shall contain a Declaration of Eligibility, signed by the delegate and church/study group officer.

When certified by the Credentials Committee, delegates shall be given an official badge to wear during the convention and shall be allowed seating on the convention floor. Only delegates wearing an official badge shall be given the privilege of the floor; exceptions can be made upon the two-thirds vote of the delegates assembled.

The Secretary of this Association shall transmit to the Secretary of each church not later than January 31 the appropriate forms for reports due to this Association.

### SECTION 4 ELECTIONS

At the annual convention, the duly elected delegates shall elect the Officers and Trustees of this Association by written ballot. The nominating speeches shall be limited to five minutes. The term of all outgoing Officers shall expire at the close of the last business meeting of the convention.

Each church and study, regardless of its number of members, shall have equal voting power at conventions. Each church shall have no more than three votes, each study group one vote, which shall be cast by the accredited delegates (or accredited substitutes). The presiding officer cannot be a voting delegate except in the case of a tie. Global Members not affiliated with a local auxiliary have no vote.

## SECTION 5 REPORTS AND MINUTES

All delegates and local auxiliaries' reports shall be rendered in writing and referred to the proper committees.

The minutes and all reports of the officers and committees shall be rendered in writing and read verbally before the convention, unless the reading of such reports is dispensed with by a two-thirds vote of the delegates present.

The reports of the annual convention of this Association shall be compiled, edited and arranged under the supervision and control of the Board of Trustees.

The Secretary of each affiliated church and study group shall make and forward to the Secretary of this Association an annual report, due April 1 of each year, which shall contain the following information: number of enrolled members, list of officers and addresses and any other information as requested by the Board of Trustees of this Association.

## SECTION 6 OVERRULE POWER

If the Board of Trustees should deem it necessary and in the best interests of this Association, the Board may overrule any Bylaw by a two-thirds vote of the full Board. But any such action must be ratified at the forthcoming convention in order to remain valid.

## **ARTICLE XI** **ANTI-DISCRIMINATION CLAUSE**

The United Metaphysical Churches and its member churches prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, age, disability, political beliefs, sexual orientation, and marital or family status.