

**Constitution and By-Laws
of the
United Methodist Men
of
Ebenezer United Methodist Church**

Preamble

We the United Methodist Men of Ebenezer United Methodist Church (EUMC) join our hearts and hands in Christian fellowship. We rededicate ourselves, our time, our talents, and our resources to the building of the Kingdom of God through the spreading of the gospel of Jesus Christ.

Article I – Name

The name of the organization shall be called the Ebenezer United Methodist Men (EUMM).

Article II – Purpose

EUMM shall be a creative, supportive fellowship of men who seek to know Jesus Christ, to grow spiritually, and to seek His will daily. Its primary purpose is to bring Jesus Christ into the lives of men and into all of their relationships.

Article III – Objectives

EUMM will provide a supportive organization for all men of EUMC to enable them to participate in the following objectives:

1. To engage daily in Bible study and prayer
2. To bear witness to Christ's way in daily word and in all personal contacts through words and action.
3. To engage in some definitive Christian service.
4. To encourage knowledge of and support for the total mission of the United Methodist Church.
5. To support the EUMC pastors wherever possible to advance the EUMC vision, mission, and objectives.
6. To engage in evangelism by sharing the fullness of the gospel in its personal and social dimensions.
7. To clarify and speak to the identity and role of man in contemporary society.
8. To seek commitment to discipleship.
9. To study and become familiar with the United Methodist Church, its organization, doctrines, and belief.
10. To cooperate with all units of United Methodist Men in obtaining these objectives through district, conference, and church-wide goals.

Article IV – Membership

EUMM membership shall be available to all males regardless of age who subscribe to the Purpose (Article II) and Objectives (Article III) as set forth in this constitution.

Article V – Meetings

1. EUMM shall hold a meeting once per month as specified in the By-Laws.
2. The meeting held during the month of January shall be designated as the Annual Meeting. The installation of officers shall take place at this meeting.
3. Voting on routine matters may be by voice; however, voting on the By-Laws, or amendments, adoption of the budget, or adoption of a project shall be by a show of hands with the vote being counted and recorded in the minutes.
4. If time or importance dictate that a vote be taken between scheduled meetings, an email vote can be used to address that need. That vote shall be recorded in the minutes of the next scheduled meeting.
5. A meeting quorum shall consist of a majority of the members present at a given meeting.
6. The election of officers will be performed by secret ballot.
7. Additional EUMM meetings may be called by the President, a Pastor, or by a majority of the Executive Committee (EUMMEC).

Article VI – Officers

1. Officers shall be a President, First Vice-President, Second Vice-President, Secretary, Treasurer, and Chaplain. They shall be installed at the annual meeting. If membership levels do not support having two Vice Presidents, the EUMMEC can approve operating the EUMM with one.
2. A Nominating Committee shall be appointed by the EUMMEC three months prior to the annual meeting. The report of this committee shall be made two months prior to the annual meeting. Nominations shall also be accepted from the floor.
3. Prior service as an officer or as a member of an EUMM Standing Committee is strongly recommended for nomination to the office of President, First Vice-President, or Second Vice-President.
4. The term for each office shall be one year. An officer shall not be eligible to serve more than four consecutive terms in the same office. All officers must be at least 21 years of age.
5. Unexpected vacancies during the year shall be filled by the EUMMEC.

Article VII – The Executive Committee

1. The Executive Committee (EUMMEC) shall be composed of the following officers: President, First Vice-President, Second Vice-President, Secretary, Treasurer, Chaplain, the immediate past President (or past board member in the President's absence), and the chairman of any Standing Committees. A pastor can serve as an ex-officio member of the EUMMEC, without voting rights.
2. The general administration and supervision of EUMM is vested in the EUMMEC.

3. Each member of the EUMMEC shall have one vote.
4. A meeting quorum shall consist of a majority of the members present.

Article VIII – Committees

1. The EUMMEC may create Standing Committees as it deems necessary to promote the objectives and carry on EUMM's work. The EUMMEC shall appoint the chairman of each Standing Committee. Vacancies will be filled by the EUMMEC as required.
2. The power to form Special Committees and appoint their members rests with EUMM or the EUMMEC.
3. The President shall be an ex-officio member of all committees except the Nominating Committee.

Article IX – Correlation

EUMM's work shall be correlated with the total program of EUMC, as initiated by the Governing Board under the leadership of the Senior Pastor.

Article X – Finances

EUMM's annual programs shall be financed by such means as the members may approve on the recommendation of the Executive Committee.

1. An audit of the prior year's financial records will be performed each year by an independent person or organization, without signature authority, and preferably outside of the EUMMEC.
2. Results of the audit will be reported to both the EUMMEC and to the general membership.

Article XI – Charter

EUMM shall obtain a charter from the General Commission on United Methodist Men. The charter shall be activated annually, as the conference requires.

Article XII – By-Laws

By-Laws in harmony with the provisions of this Constitution may be adopted by a two-thirds majority vote of all members present and voting at any regular or called meeting provided notice thereof is given no later than the previous regularly scheduled meeting. In the event that the EUMMEC determines that a change is time critical, notification may be made to all known members using email.

Article XIII – Amendments

The Constitution and By-Laws may be amended at any regular or called EUMM meeting by a two-thirds majority vote of all members present and voting at any regular meeting provided notice thereof is given no later than the previous regularly scheduled or called meeting. In the

event that the EUMMEC determines that a change is time critical, notification may be made to all known members using email.

Article XIV – Local By-Laws

1. Duties of Officers

A. President

There are two paramount concerns that should guide the spirit and direction of the President:

1. Be guided by the objectives of the United Methodist Men.
2. Looks to the spiritual growth of the church and other men who may not belong to the respective church.

Responsibilities

1. Ensures that all offices are filled and that needed committees are organized and functioning.
2. Presides at meetings of the EUMM and EUMMEC.
3. Ensures that the Charter is in good standing.
4. Encourages the development of programs that are in consonance with the ministry of the church.
5. Provides guidance to the other officers and chairmen.
6. Sets an example of Christian churchmanship and stewardship.

B. First Vice-President

The First Vice-President is the “right-hand man” of the President and coordinates with the President.

Responsibilities

1. Presides at meetings and transacts such business as required in the absence of the President.
2. Plans and schedules programs that reflect the ministry of the church for each regular meeting.
3. Reports on any special assignments given to other officers or committee chairmen.
4. Assists the President or other officers in communicating any needs.
5. Observes the effectiveness or ineffectiveness of any EUMM program and reports to the EUMMEC.
6. Functions as the Project Coordinator.

C. Second Vice-President

The Second Vice-President is indispensable to the Fellowship and must possess a sincere interest in increasing its membership.

Responsibilities

1. Sees that inactive members are contacted or visited by committee members.
2. Invites new church members to participate in EUMM, either by letter, phone call, or personal visit.
3. If desired by EUMM membership, ensures all members have membership cards and lapel pins.
4. Serves as a greeter at regular meetings, particularly for new members.
5. Takes every opportunity to promote EUMM with the congregation.
6. Advertises meetings, EUMM programs, special events, and projects through newspapers, radio stations, and other means as appropriate.

D. Secretary

The Secretary makes a most important contribution to the Fellowship by ensuring accurate EUMM records are maintained.

Responsibilities

1. Records and returns accurate minutes of all meetings,
2. Ensures votes regarding EUMM decisions are recorded in meeting minutes.
3. Maintains the membership and attendance records.
4. Sees that nametags are prepared and available for regular meetings, as needed.
5. Prepares appreciation correspondence as appropriate to be presented to speakers.
6. Maintains the United Methodist Men's Charter and By-Laws.
7. Submits reports as required.

E. Treasurer

The Treasurer provides leadership in helping EUMM and all its committees understand funding needs required to implement EUMM goals.

Responsibilities

1. Receives monies from membership donations, meals, special offerings, or any other source of EUMM income.
2. Deposits all monies in designated institutions.
3. Disburses funds ensuring that all bills are paid and kept current.
4. Transfers records in good order to his successor when his term of office is over.
5. Directs the budget-preparing process.
6. Reports at each regular or called meeting.

F. Chaplain

The Chaplain shall be a catalyst in developing spiritual growth in the Fellowship and in maintain an awareness of the objectives of the fellowship.

Responsibilities

1. Ensures that a devotional, invocation, and prayer benediction are planned in advance for each regular meeting.
2. Informs the individual giving the devotional of the speaker's topic or program.
3. Reminds individuals who are delivering the invocation and prayer benediction prior to the regular or called meeting.
4. Plans for appropriate music, songs, and song leader, if required for a particular meeting.
5. Informs EUMM membership of illnesses and bereavements.

2. Meetings.

Regular EUMM meetings shall be held on the second Saturday of each month at 9:00 am. Time, place, and/or date may be changed by approval of a two-thirds majority vote of the membership present and voting at a regular or called meeting preceding the desired change. In the event that the EUMMEC determines that a change is time critical, notification may be made to all known members using email.

3. Election of Officers.

- A. Normally, officers for the following year shall be nominated at the November, elected at the December meeting, and installed at the January meeting. The term for all offices shall be one year, and no member may serve in the same office for more than four consecutive terms, unless no other nominations for that position are received.
- B. In the event of an unexpected vacancy during the year, the EUMMEC will solicit for volunteers to fill the vacancy. The EUMMEC shall then vote on members in the volunteer pool to fill the vacancy, and the elected officer shall fill that position for the remainder of the term of office.

4. Use of Funds.

- A. All funds, from whatever source secured by EUMM, belong to EUMM and shall be disbursed only by its order in accordance with this Constitution and By-Laws.
- B. All monies in the EUMM treasury shall be used in support of Christian ministries of the United Methodist Church. The Executive Committee will recommend an annual budget delineating specific programs and financial support at a regular scheduled or called meeting. No sooner than the next regular scheduled or called meeting, the Fellowship will vote on the proposed budget by line, or in total. A minimum two-thirds of the members present and voting at the regular scheduled or called meeting is required for acceptance.

- C. Any unbudgeted disbursement requests shall be directed to the EUMMEC. The EUMMEC shall consider the request and submit it to the EUMM during a regular scheduled or called meeting for discussion only, along with their recommendation. In the event that the EUMMEC determines that a disbursement is time critical, this notification may be made by email to all known members. Any final action or vote resulting in a disbursement shall be approved by a two-thirds majority vote of all members present and voting at the next regular scheduled or called meeting.
- D. The EUMMEC shall have the authority to disburse funds for emergency situations not to exceed \$250.00. EUMM members shall be informed at the next regular scheduled or called meeting of any expenditures for emergency situations.

5. Committees.

The following shall constitute the recommended list of Standing Committees, and will be decided upon annually by the EUMMEC:

- A. Nominations Committee
- B. Service Projects Committee
- C. Scheduling Committee