

THE MID-AMERICAN BAPTIST CHURCHES  
BYLAWS  
Adopted October 2006  
Amended October 2009 and October 2010

ARTICLE I - NAME

This organization shall be called the MID-AMERICAN BAPTIST CHURCHES. This organization hereafter is referred to as the Region. The Region includes the American Baptist Churches of Iowa and Minnesota (hereafter referred to as local congregations), and such other churches as may apply and be accepted by the Board of Region Ministries.

ARTICLE II – MISSION AND PURPOSE

Called by God and empowered by the Holy Spirit to embody and proclaim the Good News of Jesus Christ as Lord, Mid-American Baptist Churches is a covenanting association of American Baptist churches in Minnesota and Iowa. We are interdependent and diverse congregations and individuals working and praying together to build up the Body of Christ.

ARTICLE III - THE REGION

Section 1. RESPONSIBILITIES. The ultimate authority for the Region rests with the delegates in session. The responsibilities and powers reserved to the Region delegates in session are:

- 1.1 Elect the Region officers and members of the Board of Region Ministries not otherwise provided for in these Bylaws.
- 1.2 Review action taken and policies and programs implemented by the Region's officers, ministry teams, task forces, committees, and staff since the previous session.
- 1.3 Amend the Bylaws of the Region.
- 1.4 Authorize any Region-wide fund raising campaigns.
- 1.5 Adopt priorities for mission goals.
- 1.6 Control and hold in trust all properties of the Region through the Leadership Team.
- 1.7 Initiate the formation of an institution or separate corporation upon the recommendation of the Board of Regional Ministries. Before such action a complete proposal shall be given to the delegates of projected income, need assessment, legal implications, and the effect of the corporation on the total M-ABC family.

Section 2. BIENNIAL AND SPECIAL GATHERINGS. The Region shall gather at least once every two years for the purpose of inspiration and to transact necessary business, approve policy matters, and share constituency views. Special gatherings of the Region may be called by the Board of Region Ministries on its own initiative or upon the written request of 30% of local congregations. The Board of Region Ministries shall fix the time and place for all regular and special gatherings of the Region.

ARTICLE IV - MEMBERSHIP

Section 1. THE CONSTITUENCY. The constituency of the Region shall be the American Baptist congregations, auxiliary organizations and related organizations which cooperate in its work.

Section 2. CONGREGATIONS, AUXILIARY AND RELATED ORGANIZATIONS.

2.1 The Board of Region Ministries shall review applications and grant memberships to any local congregations seeking affiliation with the Region's purpose and program. Congregations need to abide by the Common Criteria of the American Baptist Churches, USA:

1. Affirm the statement entitled, 'We are American Baptists' (revised 6/19/98) as descriptive of American Baptist faith and practice. [\*See [www.abc-usa.org](http://www.abc-usa.org) or brochure "We Are American Baptists" for text of statement.]
2. Affirm the mission/purpose of the American Baptist Churches USA and of the Mid American Baptist Churches.
3. Participate in the life and mission of the American Baptist Churches at local, regional, national and international levels.
4. Financially support the mission of the American Baptist Churches USA at a responsible level.
5. Share with the family the impact of the church's ministries in reaching the community and world for Christ by reporting

annually on forms supplied by the region and/or the ABC/USA

The Board shall also dismiss congregations upon application of the congregations or noncompliance with the Common Criteria of American Baptist Churches, USA (November 2001)

- 2.2 The Board of Region Ministries shall have the authority to review applications and grant auxiliary membership to any auxiliary organization or related organization which is regional in scope seeking affiliation with the Region provided that each organization shall have given evidence of support of the Region's purpose and ministries.
- 2.3 The Leadership Team shall determine whether the organization has met the provisions of membership. It shall periodically review such membership to determine whether provisions have been met.

### Section 3. DELEGATES TO THE BIENNIAL AND SPECIAL MEETINGS OF THE REGION.

- 3.1 LOCAL CONGREGATIONS. Each cooperating local congregation shall have a minimum of two delegates, one of whom may be its pastor. Congregations may receive one additional delegate for each 50 persons in average worship attendance as reported on the previous year's Congregational Report Form. In addition, the church will receive one (1) additional Delegate if such Church's per capita giving to the American Baptist Mission Support (or any successor thereto) in the calendar year preceding the meeting equaled \$40, plus one (1) additional Delegate for each whole number multiple of \$30 of such per capita giving based on average worship attendance in excess of \$40 in such year; and one (1) additional Delegate for each whole number multiple of \$5000 of such Church's total giving to the American Baptist Mission Support (or any successor thereto) in the calendar year preceding the meeting.
- 3.2 A congregation may designate an alternate for each delegate selected.
- 3.3 Each delegate shall represent only one church or parish and have only one vote.
- 3.4 All officers of the Board of Region Ministries shall be delegates, ex officio with vote. At geographic area meetings, only officers with membership in that area will have vote.

## ARTICLE V - OFFICERS

Section 1. OFFICERS OF THE REGION. The officers of this Region shall be President, President Elect, Region Steward, Secretary and the Executive Minister.

Section 2. TERMS. The officers, with the exception of the Region's Executive Minister, shall be elected for a two year term at the biennial gathering with their term beginning January first of the following year. The President and President Elect may serve one term and the Region Steward and Secretary may serve no more than two consecutive terms.

Section 3. RESPONSIBILITIES. Such responsibilities as may be required of the officers are contained in the Regions Rules of Procedure.

## ARTICLE VI - BOARD OF REGION MINISTRIES

Section 1. BOARD OF REGION MINISTRIES MEMBERSHIP. (In this document the Board of Directors is referred to as the Board of Region Ministries.) The Board of Region Ministries shall consist of:

- 1.1 The officers of the Region.
- 1.2 The Chairpersons of the Ministry Teams. The Ministry Team may appoint a person to serve in place of the Chairperson for the Chairperson's term of office.
- 1.3 Five additional Members-at-Large elected by geographic areas designated by the Board of Region Ministries..
- 1.4 A representative of each of the Region's Auxiliary Organizations and the Region Foundation.
- 1.5 Persons, residing in the Region, who are elected as Regional Nominated Representatives or National Nominated Representatives to the General Board of the American Baptist Churches in the USA (Ex officio with vote).
- 1.6 Persons, residing in the Region, serving as an elected officer(s) of the American Baptist Churches in the USA (Ex officio with vote).
- 1.7 A representative from the Youth Cabinet.
- 1.8 A representative from the Resource Facilitators.

Section 2. TERMS. Members of the Board of Region Ministries, with the exception of the Region's Executive Minister and Members-at-Large, shall be elected for a one or two year term at the biennial gathering with their term

beginning January first of the following year. A member's term may renewed for not more than one (1) two year term consecutively

Section 3. RESPONSIBILITIES OF THE BOARD OF REGION MINISTRIES. The responsibilities of the Board of Region Ministries shall consist of:

- 3.1 Transacting all the business of the Region, not otherwise provided for, between its gatherings.
- 3.2 Determining which Ministry Teams are necessary to carry out the Region's ministries.
- 3.3 Monitor and update the Rules of Procedure as necessary.
- 3.4 Notifying the churches of the Region of Board of Region Ministries approval to purchase, sell or encumber any real estate in excess of \$100,000 valuation or to expend funds in excess of \$100,000 which did not go through the annual budget process. Such notification shall be made thirty (30) days prior to Board of Region Ministries final action. Ministry Teams may expend funds in excess of \$100,000, if these funds have been raised for a special project and are already in hand.
- 3.5 Determining such other responsibilities as listed in the Rules of Procedure.

Section 4. MEETINGS. The Board of Region Ministries shall meet at least two times annually.

Section 5. LEADERSHIP TEAM. The Leadership Team of the Board of Region Ministries shall consist of: the President, President Elect, Region Steward, Secretary, Executive Minister and Chairpersons of the Ministry Teams. A Ministry Team may appoint a person to serve in place of the Chairperson for the Chairperson's term of office. The Leadership Team shall function for the Board of Region Ministries between regular meetings of the Board except in employment or termination of the Region Executive Minister. Region staff, other than the Executive Minister, shall not serve on the Leadership Team.

- 5.1 The Leadership team will monitor the finances of the Region. It shall:
  - 5.1.1 Provide adequate notice of the budget process to the appropriate Ministry Teams and other units funded by the Board of Region Ministries.
  - 5.1.2 Incorporate the priorities adapted by the Region in meeting its recommended budget;
  - 5.1.3 Prepare, recommend, and monitor the budget for the Board of Region Ministries. The Board of Region Ministries may initiate budget adjustments to be enacted by the Leadership Team. The Leadership Team must recommend to the Board of Region Ministries for its approval any budget adjustments;
  - 5.1.4 Be responsible for the handling of all capital and reserve funds;
  - 5.1.5 Be responsible for an annual audit of all Region funds and accounts;
  - 5.1.6 Prepare an annual capital expenditure budget for presentation to the Board of Region Ministries
  - 5.1.7 Recommend to the Board of Region Ministries the purchase, sale or encumbrance of any real estate in excess of \$100,000 valuation.
- 5.2 The Leadership Team will handle the personnel issues of the Region. It shall:
  - 5.2.1 Recommend to the Board of Region Ministries the number of staff positions, their titles and job descriptions; and
  - 5.2.2 Review, interview, and recommend to the Board of Region Ministries any candidate for the Region executive staff positions

## ARTICLE VII - MINISTRY TEAMS AND TASK FORCES

Section 1. Ministry Teams. The Board of Region Ministries shall determine such Ministry Teams as are necessary to carry on the program of the Region. The duties of the Ministry Teams shall be incorporated in the Region's Rules of Procedure.

Section 2. The Board of Region Ministries, Leadership Team, and Ministry Teams shall appoint Task Forces as necessary.

## ARTICLE VIII - COMMITTEES OF THE REGION

Section 1. REGION BIENNIAL GATHERING COMMITTEE. The Region Biennial Gathering Committee shall be appointed by the Region President and shall consist of six persons.

Section 2. NOMINATING COMMITTEE. The Nominating Committee shall consist of the five members-at-large of the Board of Regional Ministries, President Elect, Secretary, and Executive Minister. The duties of the Nominating Committee are incorporated in the Region's Rules of Procedure.

## ARTICLE IX - REGION'S AUXILIARY ORGANIZATIONS

In accord with Article IV, the Region may have such Auxiliary Organizations as shall give evidence of support of the Region's purpose as given in Article II. Such organizations include Region groupings of men, women, youth, and clergy. Each Auxiliary Organization shall implement the Region's purpose by seeking complementary priorities and adopting as goals partial responsibility for the Region's objectives. It shall work as a supporting organization of the Region.

## ARTICLE X - MEETINGS

Section 1. NOTICE. The time and place of the Biennial Gathering of the Region shall be determined by the Board of Region Ministries.

Section 2. QUORUM. A quorum for each of the following shall be:

- 2.1 For the Region, 20% of the Region churches.
- 2.2 For the Board of Region Ministries, a majority of members.
- 2.3 For the Leadership Team, a majority of members.

## ARTICLE XI - PARLIAMENTARY AUTHORITY

In all situations not specifically covered by these Bylaws and Rules of Procedure, the most recent revision of Robert's Rules of Order shall be used as a basis of parliamentary authority.

## ARTICLE XII - AMENDMENTS

These Bylaws may be amended at any Annual Gathering of the Region or at a special meeting of the Region called for that purpose as provided in this Article.

Section 1. Proposed amendments must be presented to the Board of Region Ministries for its consideration prior to action by the Region. The Board of Region Ministries may by majority vote recommend the proposed amendment to the Region or, in the event the Board of Region Ministries does not recommend or fails to act, a petition signed by 30% of local congregations shall be sufficient to bring the matter before the Region.

Section 2. Notice of intent to amend the Bylaws shall be given in at least two successive issues of the official publication of the Region immediately prior to the Annual Gathering or special meeting where such action is proposed, or through a direct mailing to the pastor or church correspondent of each congregation at least thirty (30) days prior to the Annual Gathering or special meeting where such action is proposed.

Section 3. Approval of any amendment shall require a two-thirds affirmative vote of the delegates present and voting, providing a quorum is present.

Section 4. In the event the Board of Region Ministries fails to act on a proposed amendment, a petition signed by 30% of local congregations, shall be sufficient to bring the matter to any Annual Gathering or special meeting of the Region.

MID-AMERICAN BAPTIST CHURCHES  
RULES OF PROCEDURE

Adopted September 2010

I. OFFICERS

1. Responsibilities of the President
  - 1.1 Shall serve as a member of the Leadership Team.
  - 1.2 Shall preside over the meetings of biennial and special sessions of the Region.
  - 1.3 Shall serve as chairperson of the Board of Region Ministries and Leadership Team.
  - 1.4 Shall sign all legal documents as instructed by the Board of Region Ministries or the Leadership Team.
  - 1.5 Shall, in conference with the Executive Minister or the Leadership Team, appoint the Chairpersons of all committees or task forces not otherwise provided for.
  - 1.6 Shall serve as the official representative of the Region where specified.
  - 1.7 May attend, with voice but without vote, meetings of any Region group.
  - 1.8 Shall work with Ministry Teams as they select their Team Leader to ensure the Board of Region Ministries is representative of the congregations of the Region.
2. Responsibilities of the President Elect
  - 2.1 Shall serve as a member of the Leadership Team.
  - 2.2 Shall function for the President in the President's absence or inability to exercise the duties of office, the latter to be determined by the Board of Region Ministries.
  - 2.3 Shall chair the Nominating Committee
  - 2.4 Shall notify the Board of Region Ministries of vacated offices within the Region.
3. Responsibilities of the Region Steward
  - 3.1 Shall serve as a member of the Leadership Team.
  - 3.2 Shall provide for the overall stewardship of funds and assets entrusted to the care of the Region, subject to the approval of the Leadership Team or Board of Region Ministries.
  - 3.3 Shall provide for an open and transparent reporting process, including annual reports to the Board of Region Ministries and the Region, and other reports as may be requested.
  - 3.4 Shall review, from time to time, vouchers issued for the payment of funds in accordance with good financial stewardship practice.
  - 3.5 Shall give adequate bond in the amount determined by the Leadership Team, premiums of which are to be paid by the Region.
  - 3.6 Shall be authorized to sign checks on all Region accounts, including those that are the direct responsibility of the Executive Minister, when this responsibility is delegated by the Executive Minister or the Region President.
4. Responsibilities of the Secretary
  - 4.1 Shall serve as a member of the Leadership Team.
  - 4.2 Shall ensure that accurate minutes of all Board of Region Ministries, Annual and special Region meetings are taken
5. Responsibilities of the Executive Minister
  - 5.1 Shall serve as a member of the Leadership Team.
  - 5.2 Shall serve as the Chief Executive Officer of the Region to provide leadership through vision casting and management of all resources and staff – executive, support, adjunct and volunteer.
  - 5.3 Shall be the official representative of the Region, except in responsibilities delegated to the Region President.
  - 5.4 Shall perform such duties as may from time to time be assigned by the Region, the Board of Region Ministries, or Leadership Team.

II. THE BOARD OF REGION MINISTRIES

1. Responsibilities
  - 1.1 Shall be responsible for the review, implementation and coordination of the priorities and policies adopted by the Region.
  - 1.2 Shall employ the Executive Minister and the Executive Staff of the Region.
  - 1.3 Shall adopt the Region's annual operating and capital budget.

- 1.4 Shall fill any vacancies on the Board of Region Ministries, Ministry Teams, and any vacancies, acting on recommendations of the Nominating Committee, of any Region officer position occurring between the biennial sessions. The position of a Board of Region Ministries member shall automatically become vacant upon that person's removal from active membership in a member church.
- 1.5 Shall set the time and place of its own meetings.
- 1.6 Shall create task groups to explore, develop and recommend policy and resolutions to the Board of Region Ministries as the need arises.
- 1.7 Shall declare vacant any Region position in which the incumbent has had two consecutive unexcused absences.
- 1.8 Shall be responsible for the orientation of new members.
- 1.9 May have an executive session at any meeting at the discretion of the body or the presiding officer. Any such session shall be noted in the minutes.

2. The Leadership Team

- 2.1 Shall set the time and place of its own meetings. It may be called into session by either the region President or the Executive Minister.
- 2.2 All minutes of its meetings shall be distributed to all members of the Board of Region Ministries.
- 2.3 May have an executive session at any meeting of the Leadership Team at the discretion of the body or the presiding officer.
- 2.4 Shall monitor the agenda-setting process and ensure that significant policy decisions come before the Board of Region Ministries with recommendations for action.
- 2.5 Shall be responsible to enact a plan for emergency procedure in the event the Region Executive Minister is unable to function.
- 2.6 Shall develop a process to lead the Board of Region Ministries in establishing priorities for approval by the Region and develop strategies and plans for implementing those priorities.
- 2.7 Shall be involved in a continuous review and evaluation of the Region structure, program and priorities, making an annual report to the Board of Region Ministries.
- 2.8 Shall provide adequate notice of the budget process to the appropriate Task force and other units funded by the Region Plan for Ministry.
- 2.9 Personnel Duties
  - 2.9.1 Shall annually establish the salaries of the staff in consultation with the Executive Minister. The salary of the Executive Minister shall be determined in executive session.
  - 2.9.2 Shall determine the salary range for the executive staff and support staff.
  - 2.9.3 Shall recommend to the Board of Region Ministries the number of staff positions, their titles and job descriptions.
  - 2.9.4 Shall work with the Executive Minister to resolve conflict situations with and among Region staff.
  - 2.9.5 Shall be responsible for evaluating the work of the Executive Minister.
  - 2.9.6 Shall be responsible for recognizing professional achievements and milestones of Region staff.

III. MINISTRY TEAMS OF THE BOARD OF REGION MINISTRIES

1. Origin and Membership

- 1.1 Ministry Teams are established by the Board of Region Ministries or by the Region at the Biennial Gathering.
- 1.2 Shall consist of a designated number of representatives appointed by the Board of Region Ministries, upon recommendation of the Nominating Committee.
- 1.3 The chair shall be elected by the delegates to the Biennial meeting of the Region.
- 1.4 Shall serve for a period of one or two years, to be renewed for not more than two (2) additional terms consecutively.
- 1.5 Membership rotation shall be considered by the Board of Region Ministries.

2. Description of Ministry Teams

2.1. Dayton Oaks Ministry Team

- 2.1.1. Shall be exempt from the Regional Nominating Committee and conditions on term of office, choosing their own members and term of office.

- 2.1.2. Shall consist of a minimum of four members.
- 2.1.3 The Chairperson of the Team shall be a member in good standing of a Mid-American Baptist Church.
- 2.1.4 Shall choose a Ministry Team member of a Mid-American Baptist Church in good standing to serve on the Region Board and Leadership Team.
- 2.1.5 Shall develop a vision for the ministry and set short and long term goals.
- 2.1.6 Shall provide an up to date job description for the Director, requiring regular meetings with the Executive Minister.
- 2.1.7 Shall have the authority to recommend the hire and release of the Director to the Executive Minister and Leadership Team.
- 2.1.8 Shall decide which programs will most effectively support the Ministry's mission and work to implement those programs.
- 2.1.9 Shall be involved in raising funds, including development of strategies and their implementation.
- 2.1.10 Shall be responsible for overseeing the management of income, establishing budget guidelines, auditing, salaries of the Director and other employees, and designing and approving the annual budget. Final budget approval and review will be done annually by the Board of Region Ministries.
- 2.1.11 Shall be responsible for overseeing the management and development of the property and is responsible for recommending to the Mid-American Baptist Churches, through the Region Board, any real estate purchases, sales or changes to insurance coverage.
- 2.1.12 Shall oversee the development of marketing and public relations strategies.
- 2.1.13 Shall be allowed to borrow up to \$75,000 against the property for needs deemed necessary by the Ministry Team, providing a payment plan to the Executive Minister in advance.
- 2.1.14 Shall provide 3 members yearly for a combined Dayton Oaks/Forest Lake Ministry Team meeting to coordinate, plan and review policy for consideration by the Board of Region Ministries.

## 2.2 Forest Lake Ministry Team

- 2.2.1 Shall be exempt from the Regional Nominating Committee and conditions on term of office, choosing their own members and term of office.
- 2.2.2 Shall consist of a minimum of four members.
- 2.2.3 The Chairperson of the Team shall be a member in good standing of a Mid-American Baptist Church.
- 2.2.4 Shall choose a Ministry Team member of a Mid-American Baptist Church in good standing to serve on the Region Board and Leadership Team.
- 2.2.5 Shall develop a vision for the ministry and set short and long term goals.
- 2.2.6 Shall provide an up to date job description for the Director, requiring regular meetings with the Executive Minister.
- 2.2.7 Shall have the authority to recommend the hire and release of the Director to the Executive Minister and Leadership Team.
- 2.2.8 Shall decide which programs will most effectively support the Ministry's mission and work to implement those programs.
- 2.2.9 Shall be involved in raising funds, including development of strategies and their implementation.
- 2.2.10 Shall be responsible for overseeing the management of income, establishing budget guidelines, auditing, salaries of the Director and other employees, and designing and approving the annual budget. Final budget approval and review will be done annually by the Board of Region Ministries.
- 2.2.11 Shall be responsible for overseeing the management and development of the property and is responsible for recommending to the Mid-American Baptist Churches, through the Region Board, any real estate purchases, sales or changes to insurance coverage.
- 2.2.12 Shall oversee the development of marketing and public relations strategies.
- 2.2.13 Shall be allowed to borrow up to \$75,000 against the property for needs deemed necessary by the Ministry Team, providing a payment plan to the Executive Minister in advance.
- 2.2.14 Shall provide 3 members yearly for a combined Dayton Oaks/Forest Lake Ministry Team meeting to coordinate, plan and review policy for consideration by the Board of Region Ministries.

## 2.3 Nurturing Professional Leadership Team

- 2.3.1 The Team shall consist of 4 – 6 persons, in addition to one representative from the Minister's Council and one representative from the Women in Professional Ministry who serve with vote.
- 2.3.2 Shall assist the local church in the identification and recruitment of quality church leaders.
- 2.3.3 Shall recommend licensure and ordination standards and procedures consistent with American Baptist Churches in the USA guidelines.
- 2.3.4 Shall advocate for Women in Ministry.
- 2.3.5 Shall work with the Ministers' Council to encourage the personal and professional growth of all those involved in professional ministry, to advocate for equitable compensation, and to promote the formation of Pastoral Relations Committees within local churches.

- 2.3.6 Shall deal with violations of the Ministerial Code of Ethics.
- 2.3.7 Shall maintain two Regional Commissions to act on behalf of the Region to oversee and guide candidates through the process of licensure and ordination.

2.4 Discipleship and Spiritual Formation Team

- 2.4.1 The Team shall consist of 4 – 6 persons.
- 2.4.2 Shall provide training in and promotion of the evangelism resources of the American Baptist Churches.
- 2.4.3 Shall seek to be aware of other evangelism tools as may be helpful.
- 2.4.4 Shall work to stimulate local churches in the task of evangelism.
- 2.4.5 Shall seek to promote the creation of new American Baptist congregations.
- 2.4.6 Shall provide guidance and counsel in the development of new congregations.
- 2.4.7 Shall seek means of renewal of existing congregations.
- 2.4.8 Shall oversee and provide leadership for training events

2.5 Mission and Stewardship Team

- 2.5.1 The Team shall consist of 4 – 6 persons.
- 2.5.2 Shall provide regular opportunities for:
  - 2.5.2.1 Mission and stewardship education.
  - 2.5.2.2 hands-on mission experiences, both nationally and internationally.
  - 2.5.2.3 individuals to participate in short term mission exposures.
- 2.5.3 Shall challenge churches and members to live out Biblical stewardship.
- 2.5.4 Shall promote and resource local churches in the annual offerings.
- 2.5.5 Shall review mission giving of local churches.
- 2.5.6 Shall keep informed of news and developments related to National and International Ministries.

2.6 Witness and Action Team

- 2.6.1 The Team shall consist of 4 – 6 persons.
- 2.6.2 Shall provide information and educational opportunities for the Board of Region Ministries and Region churches regarding issues of social concern.
- 2.6.3 Shall study social issues and develop recommendations for appropriate action for the Board of Region Ministries and Region churches.
- 2.6.4 Shall network with individuals, organizations and churches as appropriate.

2.7 Youth Ministry Team

- 2.7.1 The Team shall consist of 4 – 6 persons.
- 2.7.2 Shall plan, promote and implement a variety of programs and experiences for the youth of the Region
- 2.7.3 Shall plan, promote and implement youth leadership and training
- 2.7.4 Shall be responsible for oversight of all youth activities of the Region.

3. Ministry teams may appoint task forces, which are accountable to the team.

IV. NOMINATING COMMITTEE

- 1. Responsibilities
  - 1.1 Shall publish prior to the annual gathering of the Region a slate of nominees for officers for the Region, Ministry Team chairs, Ministry Team members and regionally nominated representatives of the General Board, ABCUSA.
  - 1.2 Shall present to the Board of Region Ministries nominees for representatives to related American Baptist and ecumenical institutions.
  - 1.3 Shall nominate person(s) to fill vacancies in offices described in 1.1 and 1.2.
  - 1.4 Shall seek to maintain a balance of membership of nominated positions to reflect the constituent congregations.

V. ELECTION OF AT-LARGE DELEGATES

- 1. In non regional biennial years, churches will meet by geographic areas designated by the Board of Region Ministries to elect at-large delegates to the Board of Region Ministries.
- 2. Only delegates attending this geographic area and attending the meeting will have vote.
- 3. Voting Procedures
  - 3.1. The President of the Region or his/her designee shall chair the meeting
  - 3.2. All nominations are made from the floor. However, all nominees must be from the geographic area and present at the meeting.
  - 3.3. Written ballots shall be cast with each delegate voting for one name. If nominations do not



exceed open positions a voice vote may be taken. The nominee who receives the highest number of votes is elected.

- 3.4. Members-at-Large serve a two year term with their term beginning January first of the following year. A member's term may be renewed for not more than one (1) two year term consecutively.

#### VI. OTHER STANDING RULES

1. All motions, resolutions or recommendations shall be written, signed by the maker and given to the President Elect.
2. Non voting individuals who are present or who have been invited to meetings of the Region may be permitted by the Region President to speak to the question.
3. No one may speak a second time on the same question if another who has not spoken requests the floor.
4. A majority vote of those present and voting shall be required for election of an office.
5. As an affiliated organization of the American Baptist Churches USA, this Region authorizes its Board of Region Ministries to appoint such representatives of the Region as requested by the American Baptist Churches USA.
6. Except as provided in the Region's Bylaws or these Rules of Procedure no person may hold more than one elected position in the Region.

#### VII. AMENDMENTS

These Rules of Procedure may be amended by a majority of the members of the Board of Region Ministries provided the proposed amendment is sent to each Board member at least three weeks in advance of the time of the meeting where the action is to be taken.