

THE CONSTITUTION AND BY-LAWS

ARTICLE I - NAME

The name of this organization shall be the International Association of Ministers' Wives and Ministers' Widows, Inc.

ARTICLE II - PURPOSE

The purpose of this organization shall be:

- A. To unite into one Christian fellowship ministers' wives and ministers' widows of the various religious denominations, for greater and more effective service in Kingdom building.
- B. To hold a conference once a year, where ministers' wives and ministers' widows may come for information and inspiration that they may become better prepared, and may understand how to solve the many problems that confront the ministers' wives and widows.
- C. To be a religious corporation created for religious purposes and religious observances.
- D. To provide the ministry and administration of the body as non-profit and to carry forth the religious and charitable purposes of the corporation. Subject to any restrictions in the [Articles of Incorporation] **or** [Restated Articles of Incorporation], the Association may engage in any lawful activity consistent with its tax exempt status for which corporations may be organized under federal and state laws for 501(c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code for non-profit corporations.
- E. To develop international goodwill, establish more effective communication; develop stronger interpersonal relationships and promote cultural exchange with our sisters around the world.

ARTICLE III - ORGANIZATION

- A. This organization shall be composed of Individual, Annual and Life Members, and Local and State/Nation Associations.
- B. There shall be an administrative body known as the Executive Board.
- C. There shall be an Executive Committee.
- D. There shall be a Regional Board of Directors.
- E. There shall be Advisory Council

ARTICLE IV - MEETINGS

The Annual Meeting:

- A. The Association shall meet annually, opening on Tuesday after the fourth Lord's Day in June, unless otherwise designated by the Association.
- B. The Executive Board shall meet one day preceding the opening of the General Session of the Association. At this meeting of the Executive Board, the Advisory Council reports, with recommendations to the General Body or (Delegate Assembly) on all policies and problems passed on by them.
 - (1.) Each officer on the Executive Board must attend all regular meetings and special meetings unless notice is submitted prior to the meeting.
 - (2.) Each officer and board member must be in good standing and active in her region, state and local association.
 - (3.) The presence of at least three (3) officers and one-third (1/3) of the elected members of the Association will constitute a quorum as long as the number of elected Board members present equals or exceeds the number of officers present.

ARTICLE V - MEMBERSHIP

- A.** Wife is defined as the female partner in a male-female marriage. **
- B.** Members of this organization shall be the Wives and Widows of Ministers.
- C.** Any member who marries outside of the Ministerial realm forfeits her rights to membership.
- D.** No divorcee is eligible for membership in this organization. If a member in good standing divorces she will forfeit her membership at the conclusion of the fiscal year.
- E.** The wives of seminarians and licentiates are eligible for membership.

ARTICLE VI - OFFICERS AND ELECTIONS

- A.** The Officers of this organization shall be: President; Vice President-at-Large; Vice Presidents of the seven (7) regions; Recording Secretary; Corresponding Secretary; Assistant Corresponding Secretary; Financial Secretary; Assistant Financial Secretary**; Treasurer; Assistant Treasurer**.
- B.** There shall be an election every two years known as one term for all officers with the exception of four (4) officers, namely President, Treasurer, Financial Secretary and Executive Secretary, who shall serve four (4) years known as one term.
 - (1).** All officers may succeed themselves **once**. No officer at any level shall hold the same office for more than two consecutive terms.
 - (2).** Should an officer resign or her office is vacated for whatever cause during her term of office, the President may appoint a qualified member to fill the remaining term provided the remaining term of the vacant office is not equal to or exceeds six (6) months. If the term is equal to or exceeds six (6) months the position may be filled by election of the new officer by a majority vote. If the President vacates her office for whatever cause during her term the Executive Committee shall appoint a President or make recommendations for election of said officer using the aforementioned term requirements for succession and vacant office.

ARTICLE VII - AMENDING THE CONSTITUTION

- A.** To amend the Constitution, there must be a written notice and a two third (2/3) or majority vote taken by the body present.
- B.** A written notice of proposed amendment should be given in at least ninety (90) days prior to Executive Board Meeting of the Annual Conference.
- C.** The amended Constitution shall become effective immediately: upon its adoption by the General Assembly of Delegates.

BY-LAWS

ARTICLE I - ORGANIZATION

1. The Local and State units shall be grouped into Geographic Regions
 - a. Intercontinental
 - b. Northeast
 - c. Pacific
 - d. Mid-Northwest
 - e. Central
 - f. Southwest
 - g. Mid-Southeast

(2a.) The organizational structure of the Association is as follows:

International
Regional
States/Nations
Locals

2. The International Association shall have jurisdiction over all individual members, local and state association.

(2a.) The organizational structure of the Association is as follows:

International
Regional
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3. State/Nation and Local Constitutions and State/Nation and Local Objectives must not only be compatible with the constitution and objectives of the INTERNATIONAL ASSOCIATION OF MINISTERS' WIVES AND MINISTERS' WIDOWS, INCORPORATED, they are required to fully adopt the Associations constitution and objectives.

(3a.) State/Nation and local constitutions will be reviewed on a bi-annual basis at the annual regional meeting and may be reviewed annually by an internationally appointed committee to see if they are in line with the International Constitution.

(3b.) Officers of the State/Nation and Locals shall report to the Regional Director annually for review and compliance of Article VI, section B of the Constitution

4. The Executive Board shall be composed of the following: Charter Members; Secretaries; Elected Internationals Officers; State Presidents; Local Presidents; Department Heads; Past International Presidents; Officer of Headquarters Committee; Chairman of all International Committees and Commissions; Life Members; Executive Administrator. **

5. The Executive Committee shall be composed of twenty (20) members:

(5a.) The following persons shall constitute this Committee: Presidents (9); Secretaries (4); Treasurer; Parliamentarian; Executive Secretary - shall be one of the five (5) Secretaries; Executive Board Chairman, Executive Board Secretary; One (1) Member-at-large.

To the extent granted by the Executive Board, the Executive Committee shall have and exercise the authority of the Executive Board in conducting board business provided that said Executive Committee shall not have authority to amend, alter, or repeal articles of the Constitution and by By-Laws, commit or encumber substantial assets of the corporation, or authorize dissolution of assets. **

6. Regional Board shall be composed of the President, V.P. at Large and seven (7) Vice-Presidents who are Regional Directors.
7. The Advisory Council may meet twice per year before and after the Annual Session, in the same place where the Annual Session is held on the Monday immediately before the official opening session, and the second meeting may be held at the close of the annual session prior to the council member leaving the convention site.

The Advisory Council shall be composed of the following:

Chairman President; Vice President-at-Large; Chairman of Executive Board; Dean of Education; Treasurer; Financial Secretary; Editor; Secretary Treasurer of the Herald; Chairman of Headquarters; Corresponding Secretary; Chairman of Commission on Student Affairs; Chairman of any department or major Commission.

ARTICLE II - APPOINTMENTS

1. The President shall appoint the following Chairladies: Chairman of Advisory Council; Auditor; Parliamentarian; Dean of Education; Custodian; Secretary- Treasurer of the Herald an official organ of the Association; Chairman of Commission on Student Affairs; Historian; Organist; Pianist; Assistant Pianist; Director of Music; Herald; Statistician, **Director of Protocol**.
2. The President shall appoint Standing Committees and Commissions. Recommendations can be made by any member. They should be presented to the President in writing with a brief statement as to the interest and qualification of the person when submitting names for chairladies.
 - (2a.) Standing Committees and Commissions are: Membership; Program; Ways and Means; Music; Human Relations; Social Concerns; Finance; Founder's Day; Awards; Public Relations; Publication and Coordinating; Headquarters; Nominating; Life Members; Worship; Executive Committee; Usher Board.
 - (2b.) The President may appoint other Committees and Commissions as needed.
3. There shall be an Ad Hoc Committee for Husbands. The purpose of the committee shall be to promote fellowship and provide organized study for ministers who accompany their wives to the Convention. This committee shall be supportive of the International Association of Ministers' Wives and Ministers' Widows and shall project no plans in conflict with the International Association of Ministers' Wives and Ministers' Widows. This committee shall be subject to the Constitution, By-Laws and jurisdiction of the International Association of Ministers' Wives and Ministers' Widows, Incorporated.

ARTICLE III - DUTIES OF OFFICERS, BOARDS, COMMISSIONS, AND STANDING COMMITTEES

1. The President shall preside at the meetings of the Association and serve as Chairman of the Annual program. She shall appoint all committees, and shall approve all orders on the Treasury, sign same for expenditures and interpret the Constitution.
2. All Vice-Presidents shall perform duties for the President at her request or in her absence and serve as Regional Directors over one of the designated regions.
3. The Recording Secretary shall keep the minutes of the meetings.
4. The Correspondence Secretary shall conduct such correspondence of the organization as the President may direct.
5. The Assistant Corresponding Secretary shall assist the Corresponding Secretary when requested to do so by the President or the Corresponding Secretary.
6. The Financial Secretary shall keep a record of all monies received and disbursed by the organization, and present a written report at the meeting of the Executive Board and the organization's Annual Meeting. She shall sign all orders on the Treasury for expenditures.
7. The Assistant Financial Secretary, in the absence of Financial Secretary is to keep a record of all monies received and disbursed by the organization, and present a written report at the meeting of the Executive

- Board and the organization's Annual Meeting. She shall sign all orders on the Treasury for expenditures.
8. The Treasurer shall receive and bank all monies belonging to the organization and shall pay all bills on written order properly signed by at least two persons as listed below. The Treasurer shall be bonded. There should be three other signatures and at least two must sign all drafts. Those whose signatures for signing drafts shall be: the president, the treasurer, chairman of finance and the financial secretary.
 9. The Assistant Treasurer in the absence of the Treasurer is to assume the responsibility to receive and bank all monies belonging to the organization and shall pay all bills on written order properly signed by at least two persons. **
 10. The Statistician shall report at all organization's annual meeting the standing of the Association as to individual, group and life memberships, and religious denominations represented, states and cities represented and accomplished in general.
 12. The Historian shall record the highlights of the work of the organization from year to year in such manner as to form a printed history.
 13. The Organist and Pianist shall render music at the Annual Meetings. The Assistant Pianist shall render music on the absences of the Organist or Pianist, or when she is requested to do so by either Organist or Pianist.
 14. The Director of Music shall correlate and direct the music at the Annual Meeting.
 15. The Editor shall arrange the material for the publishing of the Herald, an official organ of the Association, known as The Ministers' Wives Herald. She shall proofread the manuscript before it is published for distribution.
 16. The Secretary-Treasurer of the Herald shall supervise all business pertaining to the sales and circulation of the Herald; see that all bills are paid which are related to this department's finance, manage the circulation of the Herald for the Association, giving one each to the Auditor, President and Recording Secretary, and keeping one for her files.
 17. The Auditor shall examine the books, vouchers, bank statements and returned checks of the Association's Treasurer and Financial Secretary, the Herald's Secretary-Treasurer, Headquarters Committee, and Educational Department and all other Departments where expenditures are made, and present a written report to the Executive Board at its meeting during the Annual Meeting of the Association.
 18. The Parliamentarian shall see that the Association observes the rules and regulations of the Constitution, and Robert's Rules of Order as directed by the President.
 19. The Custodian shall keep the pennants, maps, and all such materials of the Association, and have them at each annual meeting ready for use.
 20. Regional Directors shall enlist membership, and organize and revitalize ministers' wives' organizations with their regions. Each Director shall cooperate with all persons within her designated region to create oneness of spirit, objectives and cooperation.

ARTICLE IV

DUTIES OF THE EXECUTIVE BOARD

The duties of the Executive Board shall be to formulate and direct the policies of the Association, subject to the ratification of the main body. All business shall be referred to the Executive Board.

ARTICLE V - DUTIES OF STANDING COMMITTEES AND COMMISSIONS

1. MEMBERSHIP - This committee shall endeavor to secure individual, group and life members.
2. PROGRAM - This committee shall prepare the program for the Annual Meeting. The President shall serve as chairman of the Annual Program Committee.
3. WAYS AND MEANS - This committee shall plan ways for increasing the treasury of the association, and help plan the financial budget for New Projects.
4. BUDGET - This committee shall plan the budget for the year.
5. MUSIC - This committee shall plan music for the Annual Meeting.
6. HUMAN RELATIONS - This committee shall cooperate with groups who strive to improve relations; will keep in touch with members, oversees, and constantly update the Association on world affairs, in order that we may work concertedly toward the solution of some Humanistic problems. This committee shall keep the Association informed of social conditions, and suggest ways the Association may participate in efforts to prevent, improve, and remedy social evils.

7. **PUBLIC RELATIONS** - This committee shall through the press, radio or any such media, inform the public of the work of this organization.
8. **HEADQUARTERS** - This committee shall interest itself in raising funds for the maintenance and expansion of Headquarters.
9. **SOCIAL CONCERNS** - This committee shall concern itself with social welfare that is to report conditions of Drug and Liquor Traffic; endeavor to implement ways to help combat their widespread misuse, and foster plans to cooperate with the Temperance Movements.
10. **FINANCE** - This committee shall receive all finances for the Association from organizations and individuals, give receipts for same, and give a financial report of all collected for the association during the interim and at the Annual Meeting sessions, and account for expenditures too.
11. **FOUNDER'S DAY** - This committee shall work in conjunction with the Regional Directors to promote an observance in each local and state association in commemoration of the Founder of the IAMWMW during the month of April. This day will known as the IAMWMW Day of Service.
12. **AWARDS** - This committee shall receive and review reports concerning the activities of individuals, and various group association and make recommendations for the IAMWMW awards.
13. **WORSHIP** - This Committee shall plan and executive worship activities at the various sessions of the Annual Meeting.
14. **NOMINATING** - This committee's duties are to notify possible candidates, prepare a slate of officers and announce the time, prepare ballots and polling place.
15. **CONSTITUTION** - The committee shall keep the Constitution and By-Laws current, record any information coming from the Executive Board pertaining to the constitution or by-laws and keep such information until the President makes a request to view, clarify or review these documents.

ARTICLE VI - FEES

1. **INDIVIDUAL** - The annual membership fee shall be broken into two tiers as follows:

- A. Persons attending the Annual Meeting shall be one hundred dollars (\$100)
- B. Persons not attending the Annual Meeting shall be fifty dollars (\$50)

This includes membership registration, copies of the Herald and all fees. This does not include CEU registration or Lab Fees.

The Herald Subscription is increased to thirty dollars (\$30.00).

2. **GROUPS:**

- (2a.) Local Associations - The annual fee shall be seventy-five dollars (\$75.00). **
- (2b.) State Associations - The annual fee shall be one hundred dollars (\$100.00). **
- (2c.) Life Membership - The fee shall be one hundred dollars (\$100.00).

The president and Finance Staff will determine 2b. International territories defined as "underdeveloped" fee. The current statistical file will define Undeveloped. **

ARTICLE VII - EMBLEMS

1. The following shall be the official emblem of the Association:
 - (1a.) Flower - carnation (white)
 - (1b.) Colors - green and white
 - (1c.) Jewelry - Life Membership pin with I.A.M.W.M.W. insignia inscribed on it.
 - (1d.) Insignia - The I.A.M.W.M.W. shall be the triangle (Prayer, Faith, Love) with a cross in the center of the triangle, the triangle within a circle inscribed International Association of Ministers' Wives and Ministers' Widows. The insignia shall be used on all official stationary and publications.
 - (1e.) Seal - The seal shall be used only to validate documents and official papers issued by the Association. It cannot be used by a local, state or regional association or by an individual member.

ARTICLE VIII - PROJECTS

1. The Association shall maintain an International Headquarters.
2. The Association shall maintain a Student Aid Fund.
3. The Association shall publish a periodical containing news, and items of interest to wives and widows of ministers'.
4. The Association shall sponsor any projects commensurate with the purpose of the association and the dignity of its constituency.

ARTICLE IX - GUIDE

1. A written notice shall be given to the Executive Board at least ninety (90) days prior to Executive Board meeting of the Annual Meeting.
2. The written notice shall be sent to the association's secretary concerning amending or revisions for the Executive Board.
3. The by-Laws shall become effective immediately upon the adoption by the General Assembly of delegates.

ARTICLE X - DISSOLUTION OF CORPORATION ASSETS

In the event of the dissolution of this Organization, it may convey all remaining assets of the Organization to any other non-profit organization having aims and objectives substantially like or similar to those of our organization as described in Section 501(c)(3) of the Internal Revenue Code. **

** Represents 1994-2002 **Amendments**



Addendum to the Proposed Draft of Constitutional Changes

ARTICLE VI. – Election of Officers and Qualifications.

C. Election – Officers shall be elected by a majority vote of the International body, with each member of the International body being entitled to cast one vote of each vacancy.

1. All candidates must be present at the annual session at the time of elections.
2. No absentee ballots are allowed.

D. Qualifications

1. Be members of the organization in good standing.

a) Each officer on the Executive Board must be a current paid active member of the said organization in good standing.

b) Each member on the Executive Board can remain active in the organization for the duration of her term or until otherwise declared inactive.

c) Each officer on the Executive Board is required to attend all regular meetings unless notice is submitted and approved prior to the start of the meeting.

2. Candidates seeking the office of President is required to have served the organization for at least 7 years in a capacity on each level: local, state, regional and international.

2a. All other candidates seeking a position must have become a member of the organization in good standing in her local and state.

3. Candidates cannot be employed by the International organization.

4. Never have been removed from an office on any level for cause.

E. Nominations. Candidates for Officers shall be nominated by one of the following:

(1) in writing by eight (8) members in good standing of the organizations,

(2) in writing by (3) members of the Nominating Committee,

(3) by the affirmative vote of a majority of the Regional Vice-Presidents at a Regional Board Meeting, or

(4) by the affirmative vote of a majority of the International members.

In addition all candidates must meet the criteria established prior to elections and the Nominating Committee should have verification of said requirements prior to the annual session. The Nominating Committee shall send such biographical information regarding the nominees to the members of the organizational as the Executive Committee may direct. The nominees shall verify their acceptance of the nomination prior to the vote.