

Suggested By-Laws for (Name of District) DISTRICT UNITED METHODIST MEN

Article I The Order of Business for this organization shall be conducted in an orderly and business-like manner according to the Constitution and By-Laws. Any question not covered by the By-Laws shall be decided in accordance with Robert's Rules of Order.

Article II Duties of Officers

A. President: The President shall be the presiding officer of the organization and shall preside at the annual, regular, and special meetings of the organization and the Executive Committee. He shall have general oversight over the work of the organization. He shall be an ex officio member of all committees and task forces, except the Nominating Committee. He shall be familiar with the work of the General Commission on United Methodist Men and that of the District President.

B. Vice President: The Vice President shall assist the President, accept assignments made to him, preside in the absence of the President, and assume full responsibility for that office.

C. Secretary: The Secretary shall be responsible for keeping the minutes and all records of the organization and the Executive Committee. The Secretary shall be responsible for keeping records suitable for future filing.

D. Treasurer: The Treasurer shall collect and disburse all funds. Adequate records shall be kept and a report shall be made at all meetings of the organization and the Executive Committee. Requests for disbursements of funds not included in the budget shall be made by the President, Executive Committee, or the organization.

Article III Committees

A. Executive Committee: The Executive Committee makes plans for the organization and evaluates same. It transacts interim business. However, all transacting must be approved by the organization at its next regular or special meeting. The Executive Committee shall meet at the call of the President or as often as it deems necessary.

B. Projects: The Projects Committee shall plan and execute all projects of the organization.

C. Program: The program Committee shall plan all programs both on a

short-range and a long-range basis.

D. Nominating: The Nominating Committee shall be elected from the floor at the regular annual meeting of the organization. The Nominating Committee shall consist of five persons, including the district superintendent and district lay leader or their representatives. The Nominating Committee shall present its slate of officers and chairmen of all standing committees at the annual meeting. Additional nominations may be made from the floor.

E. _____

F. _____

Appointment of Committees and Task Forces: The president, in consultation with the Executive Committee, shall appoint additional committees and task forces deemed necessary in order to carry out the purpose and objectives of the organization.

Article IV Regular Meetings: Regular Meetings of the _____
_____ District Organization of United Methodist Men shall be held on the _____ at a place and time to be determined by the President and the Executive Committee.

Article V Voting Procedures: Voting in an election for officers shall be by secret ballot unless otherwise decided. Voting on other matters at all regular and special meetings shall be by voice vote, show of hands, or by standing unless otherwise ordered by vote of organization.

Article VI Vacancy: When a vacancy occurs in an office or a committee the vacancy shall be filled by the President in consultation with the Executive Committee.

Article VII The By-Laws may be amended at any annual, regular, or special meeting of the organization by a two-thirds majority vote of all members present provided the notice of such proposed amendment is given 10 days in advance.

Article VIII Meetings: Regular meetings shall be held on _____.

Article IX (These are suggested By-Laws. Please feel free to make changes, additions, or deletions as desired.)