

**By-Laws of  
Indiana Partners for Christian Unity and Mission (IPCUM)  
Adopted May 1, 1996  
Amended August 28, 2001  
Amended November 18, 2008**

**ARTICLE 1 NONPROFIT PURPOSES**

**SECTION 1. IRC SECTION 501 (C)(3) PURPOSES**

This corporation is organized exclusively for one or more of the purposes as specified in Section 501 (c)(3) of the Internal Revenue Code.

**ARTICLE 2 SERVANT BOARD**

**SECTION 1. NUMBER**

The corporation shall have no fewer than 12 Partner members and collectively they shall be known as the Servant Board.

**SECTION 2. TERM OF OFFICE**

Servant Board members will be appointed by the partner through their own process and serve for a period to be determined by the partner. Executives are encouraged to serve on the Servant Board.

**SECTION 3. REGULAR MEETINGS**

The Servant Board shall meet at least four times a year. Prior to the first meeting of the year there shall be an orientation to IPCUM for new members of the Servant Board. The November meeting of the Servant Board shall include passing a budget, election of officers, and completion of the agenda for the Annual Meeting.

**SECTION 4. ANNUAL MEETING**

- A. The annual meeting of IPCUM shall be held in February. The business of this meeting shall include the offering of reports on the budget and the past year's ministries and activities. At this meeting, there shall also be an installation of officers. The annual meeting should also include a period of inspiration through worship and a keynote address. The date for this meeting shall be determined at the May Servant Board meeting and notice of the annual meeting date shall be sent to the Partners at least 60 days prior to the meeting.

**SECTION 5. NON-LIABILITY OF SERVANT BOARD MEMBERS**

The members shall not be personally liable for the debts, liabilities, or other obligations of the corporation.

**SECTION 6. RACIAL, ETHNIC, AND GENDER REPRESENTATION**

In order to ensure racial, ethnic, and gender representation, at-large Servant Board members may be selected by the present membership. These at-large representatives shall not exceed 20% of the total Servant Board.

## SECTION 7. STANDING COMMITTEES

Committees which are accountable to the Servant Board shall include:

1. The Officers Committee shall be composed of the officers of IPCUM. The President may convene this committee to consult on matters relating to the members generally and IPCUM specifically. This committee is not a decision making body for IPCUM. They, may, however, act on behalf of the Servant Board on emergency matters that require urgent attention.
2. The Finance Committee shall prepare the budget for adoption by the Servant Board and shall evaluate fiscal performance by IPCUM. It shall also seek and make appropriate efforts for raising necessary revenues. It will provide for an annual audit prior to the annual meeting.
3. The Committee on Personnel and Evaluation shall establish guidelines for the hiring and release of employees or contracted staff for IPCUM. It shall conduct an annual performance review of employed or contracted staff and, following such review, shall make such recommendations as it sees fit to the Servant Board.

## ARTICLE 3 OFFICERS

### SECTION 1. DUTIES OF THE PRESIDENT

The President shall preside at meetings of the Servant Board and the Officers Committee and shall be an ex-officio member with vote, on all committees and task forces of IPCUM.

### SECTION 2. DUTIES OF THE VICE-PRESIDENT

The Vice-President shall act in the capacity of the President in the President's absence.

### SECTION 3. DUTIES OF THE SECRETARY

The Secretary shall be responsible for recording the official minutes of the Servant Board and the Officers Committee and for ensuring the transmittal of official communications to or from IPCUM.

### SECTION 4. DUTIES OF THE TREASURER

The Treasurer shall oversee the financial management of the assets of IPCUM and shall ensure the provision of financial reports and analyses to the Servant Board, staff, and governmental and funding agencies as required, and shall also serve as the Chairperson of the Finance Committee. The Treasurer shall be bonded in an amount fixed by the Servant Board.

### SECTION 5. REMOVAL FROM OFFICE

The Servant Board may remove an officer at any time with or without cause pursuant to Indiana Code 23-17-14-3.

## ARTICLE 4 TASK FORCES

### SECTION 1.

The task forces of IPCUM shall be the major instruments of the work and witness of IPCUM. Their task is to apply the substance and insights of the Christian Gospel to life in Indiana. The task forces shall implement the policies set by the Servant Board of IPCUM.

#### SECTION 2.

Task forces shall be created by the Servant Board following the determined procedure. The role of the Task Forces shall be fourfold. They shall monitor, inform, advocate, and act.

1. Each Task Force shall receive in writing from the Servant Board a definition of the concern to be addressed by it.
2. Each Task Force shall then be expected to develop a study/action plan, for approval by the Servant Board.
3. A written report of activities and progress shall be submitted to each meeting of the Servant Board or at the request of the Servant Board shall be made in person.

#### SECTION 3.

Task Force Chairpersons shall be appointed and members shall be confirmed by the Servant Board.

#### SECTION 4.

Task Forces are accountable directly and exclusively to the Servant Board.

#### SECTION 5.

Each Task Force shall be authorized for up to one year. Following a review, the Servant Board may renew the Task Force for an additional period up to one year.

#### SECTION 6.

A Task Force may be dissolved at any time by a simple majority vote of the Servant Board.

#### SECTION 7.

The Servant Board shall be responsible for the funding of the task forces.

### ARTICLE 5 AUTHORIZATION TO SPEAK

#### SECTION 1.

Position statements, including each item within the annual IPCUM legislative agenda, shall be established only by unanimous vote by all members present and voting. At least two weeks notice shall be given before a vote. In lieu of a meeting, votes may be conducted by written or electronic communication.

### ARTICLE 6 AFFILIATIONS

#### SECTION 1.

IPCUM may formally affiliate with national and regional ecumenical organizations for the purpose of promoting, enhancing, and resourcing the ministries of IPCUM at the discretion of the Servant Board. A two-thirds vote of those present is required for such affiliation.

#### ARTICLE 7 DISSOLUTION OF THE CORPORATION

##### SECTION 1.

If at any time, the Corporation, Indiana Partners for Christian Unity and Mission, shall be dissolved, the remaining assets shall be gifted to an ecumenical entity designated by the Servant Board.

#### ARTICLE 8 BY-LAWS AND AMENDMENTS

##### SECTION 1.

The Servant Board may amend the By-Laws at any official meeting by a two-thirds vote of members present, provided that at least one month before the meeting the proposed amendment has been submitted to all members of the Servant Board.