

# Bylaws for North Raleigh United Methodist Men

## Article I ORDER OF BUSINESS

The Order of Business for the United Methodist Men shall be conducted in an orderly and business-like manner according to the Constitution and Bylaws. Any question not covered by the Bylaws shall be decided in accordance with Robert's Rules of Order <http://www.robertsrules.org/>.

## Article II DUTIES OF OFFICERS

1. **President:** The President shall be the presiding officer of the NRUMM and shall preside at the annual, regular, and special meetings of the NRUMM and the Board of the United Methodist Men. He shall have general oversight over the work of the NRUMM. He shall be an ex-officio member of all committees and task forces, except for the nomination committee. He shall be familiar with the work of the General Commission on United Methodist Men and that of the District President and Conference President.
2. **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.
3. **Secretary:** The Secretary shall be responsible for keeping the minutes and all records shall include all meetings of the NRUMM and the Board – annual, regular and special. The Secretary shall be responsible for keeping records suitable for historical filing.
4. **Treasurer:** The Treasurer shall collect and disburse all funds. Adequate records shall be kept and a report made at all meetings of the NRUMM and the Board. Requests for disbursements of funds not approved in the budget shall be made by the President. The Treasurer shall work with the standing committees in developing the annual budget for submission to the Board.

## Article III ORGANIZATION

1. **Board of the United Methodist Men:** The Board makes plans for the NRUMM and evaluates same. It transacts interim business. However, all transactions in excess of \$500.00 must be approved by the membership at its next regular or special meeting. In additions, all requests for funding by individuals or groups must be made in writing to the Board. The Board shall meet at the call of the President or as often as it deems necessary.
2. **Projects:** The Projects Committee shall plan and execute all projects of the unit.

3. **Program:** The Program Committee shall plan and coordinate all programs both on a short-range and a long-range basis.
4. **Fundraising:** The Fund Raising Committee shall organize and supervise all fund raising activities and events.
5. **Membership:** The Membership Committee shall ensure that all men in the church have the opportunity to join the NRUMM. The committee will also handle communication to the membership, maintain up to date rosters on all current members and be cognizant of their needs and concerns.
6. **Nominating:** The Nominating Committee shall be chaired by the Past President to recommend a slate for the annual meeting. The Committee shall present its slate of officers and chairmen at the annual meeting. Additional nominations may be made from the floor for any office or position.
7. **Member at Large:** The primary role of the Member at large is to become familiar with the operations of the Board of Directors. Member at Large may chair ad hoc committees when necessary.

#### **Article IV APPOINTMENT OF COMMITTEES AND TASK FORCES**

The President, in consultation with the Board, shall appoint additional committees and task forces deemed necessary in order to carry out the purpose and objectives of the unit.

#### **Article V REGULAR MEETINGS**

Regular Meetings of the North Raleigh United Methodist Men shall be held on the second Saturday of the month at a place and time to be determined by the President and the Board.

#### **Article VI ELECTIONS**

The elections of officers, chairman of all standing committees and member at large shall take place at the annual meeting held in the month of October. Those elected at the annual meeting shall assume their duties on the first day of the next calendar year. Written notification of elections shall be made to the NRUMM 30 days prior to the annual meeting. Only members of NRUMC may be nominated for office.

#### **Article VII**

## **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 unit.

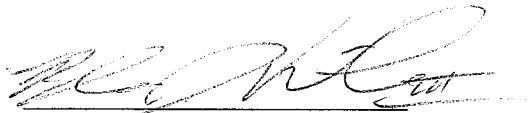
### **Article VIII VACANCY**

When a vacancy occurs in an office or a committee, the vacancy shall be filled by the President in consultation with the Board.

### **Article IX CERTIFICATION OF SECRETARY**

The undersigned, Secretary of North Raleigh United Methodist Men, hereby certifies that the foregoing bylaws are the true and correct duly adopted bylaws of the organization, that such bylaws were amended on February 13, 2016 by voting approval of the membership at large, and that such bylaws include all amendments, if any, to the date of this certificate.

Dated: February 13, 2016



Blasé Kusterle, Secretary