

1 Southern Tier Interfaith Coalition

2 CONSTITUTION and BYLAWS

3 **Article 1**

4 Purpose and Limits

5 This Organization shall be known as the Southern Tier Interfaith Coalition.

6 The purpose of this Organization shall be to promote education,  
7 understanding and cooperation between different faith groups, without  
8 preference or favor to any one denomination or faith; to proactively foster  
9 an atmosphere of tolerance, freedom, social justice and peace within our  
10 greater community; and to demonstrate where and whenever possible the  
11 principle that every human being is imbued with equal Divine worth.

12 The purposes for which the Southern Tier Interfaith Coalition is organized  
13 are exclusively religious, charitable, scientific, literary, and educational  
14 within the meaning of section 501{c} (3) of the Internal Revenue Code of  
15 1986 or the corresponding provision of any future United States Internal  
16 Law.

17 Notwithstanding any other provision of these articles, this Organization  
18 shall not carry on any activities not permitted to be carried on by an  
19 Organization exempt from Federal income tax under section 501{c} (3) of  
20 the Internal Revenue Code of 1986 or the corresponding provision of any  
21 future United States Internal Revenue Law.

22 In the event of dissolution, the residual assets of the Organization will be  
23 turned over to one or more Organizations which themselves are exempt as  
24 Organizations described in sections 501{c} (3) and 170 {c} (2) of the  
25 Internal Revenue Code of 1986 or the corresponding sections of any prior  
26 or future Internal Revenue Code, or to the Federal State, or local  
27 government for exclusive public purpose.

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## **Article II**

### Membership

**Section 1.** The unit of membership of this Organization shall be the individual. Any member may vote or sign any petition or application that may be presented by the Coordinating Committee to a meeting of the whole Coalition, pursuant to this constitution, and constitute one of the required members of a quorum. Each member receives one vote.

**Section 2.** Any person, who agrees to affirm the following principles of the Southern Tier Interfaith Coalition, and has paid the set dues, may be accepted into membership:

*Each human being, regardless of gender, sexual orientation, race ethnicity, nationality, religious tradition, or personal challenge is equally imbued with Divine worth. This heritage is paramount in any and all consideration. There are many pathways to the Divine. No one individual or group holds the absolute truth in discerning the correct path for another. No one individual or group has the right to coerce or deceive another into adherence of that group's or individual's professed faith or truth. Variety and diversity of religious expression are to be celebrated and defended.*

Membership must be renewed annually, to coincide with the fiscal year of the Organization, July 1 through June 30.

## **Article III**

### Coordinating Committee

**Section 1.** The Coordinating Committee shall consist of the Executive, Standing Committee Chairs, and Members-at-large:

1. The Executive Committee consists of the Executive Chair, the Secretary and the Treasurer.

59 2. The Standing Committees are Membership, Education, and  
60 Social Action.

61 3. At least four (4) but no more than six (6) Members-at-large.

62 **Section 2.** The Executive Chair, Secretary, Treasurer, Standing Committee  
63 Chairs and Members-at-large shall be elected from the  
64 membership annually.

65 **Section 3.** The Coordinating Committee shall govern the affairs of the  
66 Organization, control its revenues and property, and take such  
67 action as shall be in its judgment best able to promote the  
68 welfare thereof.

69 **Section 4.** The Coordinating Committee must be comprised of members  
70 representing a minimum of three (3) faith expressions.

71 **Section 5.** The Coordinating Committee shall have the power to:

72 A. Determine all dues and assessments of members of the  
73 Organization.

74 B. Remit the whole or any portion of such dues according  
75 to its best judgment.

76 C. Authorize the appropriation of moneys and borrow same.

77 D. Order a meeting of the Organization whenever it may be  
78 deemed necessary.

79 **Section 6.** The Coordinating Committee shall meet a minimum of six (6)  
80 times annually. Such meetings are to be at the discretion of the  
81 Executive Chair.

82 **Section 7.** A simple majority of the Committee shall constitute a quorum.

83 **Section 8.** Vacancies of any office may be temporarily filled by the  
84 Coordinating Committee until filled by the prescribed election  
85 process at the next annual meeting.

86 **Section 9.** If any officer of the Coordinating Committee is absent for  
87 three (3) successive regular meetings, his/her office may be  
88 declared vacant.

89 **Section 10.** The Coordinating Committee shall have authority to make  
90 decisions on any matters not addressed in these bylaws.

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## **Article IV**

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### Duties of Officers of the Coordinating Committee

94 **Section 1.** The Executive Chair shall preside at all meetings of the  
95 Organization; shall enforce the Constitution and Bylaws, and  
96 sign all official documents. It shall be his/her duty also to:

97 A. Decide all questions of order, subject to appeal by any  
98 member.

99 B. Appoint such committees, subject to approval of the  
100 Coordinating Committee as may from time to time be  
101 required except as otherwise provided.

102 C. Call meetings of the Coordinating Committee

103 1. whenever necessary in his/her opinion;

104 2. upon receipt of a request signed by three (3) members of  
105 the Coordinating Committee. The request shall state the  
106 subject matter to be brought before the Committee.

107 D. Call meetings of the Organization:

108 1. Whenever necessary in his/her opinion;

109 2. Whenever seven (7) members in good standing shall  
110 make a written request to the Executive Chair and copy to  
111 the Secretary for same, setting forth the purpose of such  
112 meeting. On the refusal or failure of the Executive Chair to  
113 act within ten (10) days after receipt of such request, the  
114 Secretary shall call such a meeting.

115 E. Be the custodian of all valuable documents and records of  
116 the Organization and to deliver them at the expiration of  
117 his/her term to his/her successor in office.

- 118 F. Appoint the representatives from the Organization with the  
119 advice and consent of the Coordinating Committee to all  
120 bodies wherein the Organization may be entitled to  
121 representation.
- 122 G. Appoint, at the first meeting of the Coordinating Committee  
123 after the installation of officers, Standing Committees and/or  
124 *ad hoc* committees.
- 125 H. Serve as *ex officio* member of all Standing and/or *ad hoc*  
126 Committees.
- 127 I. Cast the deciding vote on all questions in which there may  
128 be an equal division of votes, except in the election of  
129 officers and appeals from his/her decisions.
- 130 J. Make a written report to the Organization at its annual  
131 meeting of the status of affairs of the Organization.

132 **Section 2.** The Secretary shall, in the prolonged (30 or more days)  
133 absence or disability of the Executive Chair, assume all the  
134 duties and responsibilities incumbent upon the Executive Chair.  
135 The Secretary may delegate these responsibilities among the  
136 Standing Chairs until such time that the Executive Chair is able  
137 and willing to resume service or until the Coordinating  
138 Committee appoints a replacement.

139 **Section 3.** It shall be the duty of the Membership Chair to:

- 140 A. Keep and coordinate with the Secretary and Treasurer a  
141 register giving the names of all the members of the  
142 Organization with complete data as to their membership;
- 143 B. Develop and coordinate strategies for recruiting new  
144 members and reactivating inactive members.
- 145 C. Perform such duties as the office demands.

146 **Section 4.** It shall be the duty of the Social Action Chair to:

- 147 A. Monitor media and agencies for social issues to which the  
148 Organization is able and should respond;

- 149 B. Develop appropriate plans for a social action network within  
150 and without the Organization, functioning as a liaison with  
151 possible partner Organizations within the region;  
152 C. Perform such duties as the office demands.

153 **Section 5.** It shall be the duty of the Education Chair to:

- 154 A. Develop appropriate plans for educational programming  
155 related to building appreciation and tolerance within the  
156 membership range;  
157 B. Serve as media contact person for all appropriate inquiries  
158 relating to programs.  
159 C. Perform such duties as the office demands.

160 **Section 6.** It shall be the duty of the Treasurer to:

- 161 A. Present a full exhibit of the Organization's financial condition  
162 at each annual meeting of the Organization.  
163 B. Receive all money belonging to the Organization and give  
164 receipts therefore when necessary; and all money so  
165 received shall be deposited in the name of the Organization  
166 in such bank or banks as the Coordinating Committee shall  
167 direct;  
168 C. Pay all orders approved by the Coordinating Committee;  
169 D. Make quarterly reports to the Coordinating Committee of the  
170 condition of the Treasury;  
171 E. Furnish, before entering the duties of his/her office, good  
172 and sufficient bond for the faithful performance thereof, cost  
173 to be borne by the Organization.  
174 F. At the expiration of his/her term, deliver to his/her successor  
175 when duly qualified, all money and other properties of the  
176 Organization in his/her possession;  
177 G. Keep a correct account between the Organization and its  
178 members, make out and mail all bills for dues and other  
179 charges and supervise the collection thereof.

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181 **Section 7.** It shall be the duty of the Secretary to:

- 182 A. Attend all meetings, read the minutes, reports and
- 183 communications, and keep a record of the proceedings;
- 184 B. Conduct the correspondence and keep a copy of same;
- 185 C. Deliver promptly to the Treasurer all money collected;
- 186 D. Announce to all media and community forum networks the
- 187 upcoming events, meetings, and other such appropriate business
- 188 of the Organization;
- 189 E. Be the custodian of the seal of the Organization, affix it together
- 190 with his/her signature to all documents emanating from the
- 191 Organization or Coordinating Committee which require the same;
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- 193 F. At the expiration of his/her term, deliver to his/her successor, when
- 194 duly qualified, all money and other properties, including the seal of
- 195 the organization, all books and papers pertaining to his/her office
- 196 which may be in his/her possession;
- 197 G. Perform such duties as the office demands.

## 198 **Article V**

### 199 **Nominations and Election of Officers at Annual Meeting**

200 **Section 1.** The Executive Chair shall appoint a Nominating Committee  
201 consisting of two (2) members of the Coordinating Committee  
202 and three (3) members of the Organization at large.

203 **Section 2.** Report of the Nominating Committee shall be presented to the  
204 Coordinating Committee at the meeting prior to the Annual  
205 Meeting. Additional nominations may be made from the floor at  
206 the Annual Meeting.

207 **Section 3.** An Annual Meeting of the Organization shall be held for election  
208 of Officers and any other business requiring the action and/or  
209 attention of the Organization. One third of the active members  
210 of the Organization shall constitute a quorum for conducting  
211 business at the Annual Meeting.

212 **Section 4.** Elections shall be determined by a simple majority of affirmative  
213 votes of members present and voting at the Annual Meeting.  
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## 215 **Article VI**

### 216 **Meetings and Events of the Organization**

217 **Section 1.** It shall be the goal of the Organization to hold or sponsor a  
218 minimum of four (4) public events, to be held at such places and  
219 at such dates during the year as shall be designated by the  
220 Coordinating Committee. All such activities must be in keeping  
221 with the Mission of this Organization. (See Article I, Mission)  
222 Every member of the Organization shall be notified at least ten  
223 (10) days prior to meetings or events whenever possible.

224 **Section 2.** Meetings of the Coordinating Committee of the Organization  
225 shall be called by the Executive Chair as stated in Article IV.  
226 Section 1. C & D.

227 **Section 3.** Meetings shall be conducted according to Robert's Rules of  
228 Order.

## 229 **Article VII**

### 230 **Changes or Amendments to the Constitution and Bylaws**

231 **Section 1.** Changes or Amendments to the Constitution and Bylaws of the  
232 Southern Tier Interfaith Coalition must be proposed by at least  
233 five (5) members of the Organization and filed with the  
234 Executive Chair of the Coordinating Committee. Such changes  
235 or amendments may be acted upon at the Annual Meeting, or at  
236 any meeting called for such purpose.

237 **Section 2.** Copies of proposed changes or amendments shall be provided  
238 to each member at least ten (10) days prior to the meeting  
239 where they will be discussed.

240 **Section 3.** An affirmative vote of two-thirds (2/3) of the members present  
241 and voting shall be necessary to adopt changes or

242 amendments. Provisional approval may be given to changes or  
243 amendments proposed during the year by the Coordinating  
244 Committee. Final adoption will require the two-thirds (2/3) vote  
245 as noted above.

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247 Revision typed on: 05/20/2013

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249 Jenny Monroe, Executive Chair \_\_\_\_\_

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251 Connie Seifert, Secretary \_\_\_\_\_

252 Provisionally amended and adopted on May 21, 2013

253 Formally amended and adopted on June 16, 2013 by unanimous vote.