

1 **AMENDMENT TO THE ARTICLES OF OPERATION**
2 **AMENDED ON 08/15/20**

3
4 **ARTICLES OF OPERATION**
5 **THE NATIONAL CONVOCATION OF THE CHRISTIAN CHURCH**
6 **(DISICPLES OF CHRIST)**
7

8 **Article I: - Name**
9

10 The name of the organization shall be the National Convocation of the Christian Church
11 (Disciples of Christ) in the United States and Canada.
12

13 **Article II: - Purpose**
14

15 The purpose of the National Convocation shall be to provide an instrumentality within the
16 structure of the Christian Church (Disciples of Christ) as a forum for the discussion of
17 pertinent issues related to Black Church life in the context of whole church life, for
18 fellowship, program promotion, leadership training and other general purposes as shall
19 support and strengthen congregations involved in the total mission of the church.
20

21 **Article III: - Membership**
22

23 The National Convocation of the Christian Church is a member of the whole Body of Christ,
24 every African American person and African American congregation who is recognized by the
25 Christian Church (Disciples of Christ) in the United States and Canada shall be a member of
26 the National Convocation of the Christian Church.
27

28 Members shall have the right to vote on business brought before the assembly during the
29 Biennial Session of the National Convocation of the Christian Church. This right is recognized
30 by presence, participation, and payment of the Biennial Session registration fee.
31

32 **Article IV: - Officers**
33

34 **SECTION 1: Elected Officers**

35 Officers shall be elected by the Biennial Session to serve a term of two years. (See
36 Addendum for policy on replacement or removal of an officer).
37

38 Officers of the National Convocation Board of Trustees shall be President, Vice President,
39 Secretary and Treasurer. The President shall appoint a parliamentarian to advise the
40 President during Board Meetings and Business Sessions during the Biennial Session of the
41 National Convocation.
42

43 The President and Vice President shall be elected biennially (every two years), becoming ex-
44 officio of the Board of Trustees, one year prior to installation. The Immediate-Past

45 President shall become an ex-officio member of the Board of Trustees for one year after
46 serving as President.

47
48 The President shall preside at Board Meetings, Business Sessions of the Biennial Session,
49 and the Executive Committee meetings. The President shall serve as a member and
50 President of the Board of Trustees of the National Christian Missionary Convention
51 Corporation.

52
53 The Vice President shall, in the absence of the President, perform the duties of the
54 President and as Program Chairperson of the Biennial Session of the National Convocation.
55 The Vice President shall serve as a member and Vice President of the Board of Trustees of
56 the National Christian Missionary Convention Corporation.

57
58 The Secretary shall keep accurate minutes of the Business Session of the Biennial Session of
59 the National Convocation, the Board of Trustee meetings and the Executive Committee
60 meetings. The Secretary shall serve as a member and Secretary of the Board of Trustees of
61 the National Christian Missionary Convention Corporation.

62
63 The Treasurer shall monitor the budget in accord with the policies established by the Board
64 of Trustees of the National Convocation. The Treasurer shall issue receipts for all monies
65 received, keep an accurate account of receipts, disbursements and financial transactions
66 during the Biennial Session of the National Convocation. The Treasurer shall give bond in a
67 responsible fidelity company in such an amount as the National Convocation deems
68 necessary, the premium being paid by the National Convocation. The Treasurer shall serve
69 as a member and Treasurer of the Board of Trustees of the National Christian Missionary
70 Convention Corporation.

71
72 An Officer shall be a person who has given reasonable evidence of Christian discipleship and
73 effective Church-wide leadership and responsibility as:

- 74
- 75 a. An active member in the Christian Church (Disciples of Christ) in the United States
76 and Canada or affiliated with the National Convocation.
 - 77
 - 78 b. Supportive of Christian mission in the district, region, and general church with
79 special relevance to the purpose and priorities of the National Convocation.
 - 80
 - 81 c. An individual with good Christian character and principles.
 - 82

83 SECTION 2: The Nominating Committee shall be appointed by the Board of Trustees

- 84
- 85 a. The Nominating Committee shall recommend to each Biennial Session the following:
86 President, Vice President, Secretary, Treasurer, four (4) Members At-Large, and
87 seven (7) Fellowship Group Representatives.
 - 88

- 89 b. The term of office for the President, Vice President, Secretary and Treasurer shall be
90 two years.
91
- 92 c. Persons being recommended for the office of President, Vice President, Secretary
93 and Treasurer must have served as a Trustee or Fellowship Group Representative of
94 the Board of Trustees of the National Convocation or meets criteria of experience
95 accepted by the Board.
96
- 97 d. The term of office for the seven (7) Fellowship Group Representatives shall be for
98 two years with a Representative elected or re-elected each biennium by their
99 respective Fellowship Group.
100
- 101 e. The Administrative Secretary, General Minister and President and the President of
102 Disciples Home Missions shall be added to the slate by virtue of their office.
103
- 104 f. All recommendations shall include the name, address, and the title of the person
105 being recommended, including specific rationale for the recommendation and the
106 specific office for which the recommendation is made.
107
- 108 g. The Board of Trustees shall communicate by letter with each person being
109 recommended to determine the readiness of the person to serve.
110
- 111 h. All elected terms of office shall begin at the adjournment of the National
112 Convocation's Biennial Session following the General Assembly at which their
113 election took place.
114
- 115 i. All elected Members At-Large and Fellowship Group Representatives of the Board of
116 Trustees will begin their term at the adjournment of the Biennial Session at which
117 they were elected. Members At-Large of the National Convocation elected to a four-
118 year term, will be nominated to the General Assembly for election as the Trustees of
119 the National Christian Missionary Convention Corporation.
120
- 121 j. Recommendations for Representatives from the seven (7) Fellowship Groups of the
122 Board of Trustees, shall be made by the following groups: Youth Fellowship, Young
123 Adult Fellowship, Disciples Women, Disciples Men, Ministers Wives and Husbands
124 Fellowship, Fellowship of Clergy Women and Black Ministers Fellowship.
125

126 All nominees will be presented to the Business Session of the Biennial Session for election.
127 Should the Biennial Session not accept the Fellowship Group's recommendation,
128 nominations may be made from the floor and must be of persons within the membership of
129 the Fellowship Group whose nomination was not accepted.
130

131 **Article V: - Meetings**
132

133 The National Convocation shall meet biennially, beginning in 1970 at such time and place as
134 may be fixed at the Biennial Session of the National Convocation or by the Executive
135 Committee. Notice of the Biennial Session of the National Convocation shall be given to
136 networks of the Office of Communication of the Christian Church (Disciples of Christ), social
137 media, publications from the National Convocation and traditional mail.

138
139 **Article VI: - Trustees**

140
141 The Board of Trustees of the National Convocation shall be responsible for the general
142 administration of the National Convocation; hear, define and discuss pertinent issues
143 pertaining to the African American Church and Community; appoint persons to and serve on
144 the Standing Committees; work to carry out the mission of the National Convocation and
145 receive reports from the Administrative Secretary and Ex-Officio officers of the Board.

146
147 Section 1: The Board of Trustees of the National Convocation shall be composed of twenty-
148 five (25) members including Merger Staff:

- 149
- 150 a. The four (4) Officers
 - 151 b. The eight (8) Members At-Large
 - 152 c. The seven (7) Representatives of the Fellowship Groups
 - 153 d. The General Minister and President of the Christian Church (Disciples of Christ) in
154 the United States and Canada (Ex-Officio without vote)
 - 155 e. The President of the Disciples Home Missions (Ex-Officio without vote)
 - 156 f. The Administrative Secretary (Ex-Officio without vote)
- 157

158 Section 2: The Three (3) Merger Staff serving Disciples Home Missions

- 159
- 160 a. The Director of Christian Education and Faith Formation (Ex-Officio without vote)
 - 161 b. The Minister of Evangelism and Executive for Congregational Transformation (Ex-
162 Officio without vote)
 - 163 c. The Program Director for Disciples Women (Ex-Officio without vote)
- 164

165 Section 3: The four (4) Officers, eight (8) members At-Large, Administrative Secretary,
166 General Minister and President, and President of Disciples Home Missions shall be
167 nominated by the National Convocation to the General Assembly for election as members
168 of the Board of Trustees of the National Christian Missionary Convention Corporation.

169
170 The Board of Trustees shall meet annually in early December. It shall also convene
171 immediately following the Biennial Session of the National Convocation to on-board the
172 new Board Members, to conduct officer transitions and vision casting for the next
173 biennium.

174
175 **Article VII: - Executive Committee**

176

177 Section 1: The Executive Committee shall be composed of the four (4) executive officers,
178 The Administrative Secretary and the General Minister and President. The Executive
179 Committee shall arrange for the Biennial Session of the National Convocation, making use of
180 the regular program planning channels of the Christian Church (Disciples of Christ) and
181 appointing such committees as are necessary to fulfill the purposes of the National
182 Convocation.

183
184 Section 2: The Executive Committee shall meet at the call of the Administrative Secretary or
185 the President, after notification or consultation with one another, at such time and place
186 designated with a two-week or five-day notice for an electronic meeting.

187
188 The President shall call an Executive Committee meeting at the:

- 189 a. Request of the three (3) Executive Committee members, or
- 190 b. Request of the eight (8) Trustees

191

192 **Article VIII: - Administrative Secretary**

193

194 The Administrative Secretary shall be a member of the Senior Staff of the Office of General
195 Minister and President, serving as Associate General Minister, and shall perform those
196 duties which are assigned or normally pertain to such an office.

197

198 The Administrative Secretary shall serve on all committees, boards and commissions of the
199 National Convocation, and bear the administrative responsibility for developing
200 consultations with regions and other structural configurations so that structures, programs
201 and services are effective for Black congregations.

202

203 The Administrative Secretary shall serve as a member and Corporate Secretary of the Board
204 of Trustees of the National Christian Missionary Convention Corporation and shall maintain
205 custody of the corporate seal.

206

207 The Administrative Secretary shall be responsible for developing consultative procedures
208 designed to provide adequate and effective structures, programs and services for Black
209 congregations in the various general ministries and regions of the church.

210

211

212 **Article IX: - Business**

213

214 Business issues to be considered at the Biennial Session by the National Convocation shall
215 be presented by the Board of any recognized congregation of the Christian Church (Disciples
216 of Christ) and related to the National Convocation over the signatures of ten persons with
217 each person being from different congregations recognized by the Christian Church
218 (Disciples of Christ) and related to the National Convocation.

219

- 220 a. Issue statements shall be in the office of the Administrative Secretary of the National
221 Convocation ninety (90) days prior to the Biennial Session.
222
- 223 b. Issue statements shall be transmitted to the Biennial Session upon action of the
224 Board of Trustees which shall transmit the business item as received; together, with
225 the Board of Trustees' recommended action including possible amendments 30 days
226 before the start of the Biennial Session to all registrants.
227
- 228 c. Issue statements positively acted upon by the Biennial Session shall be referred to
229 the General Assembly of the Christian Church (Disciples of Christ) through the Board
230 of Trustees of the National Convocation and the Administrative Committee of the
231 General Board of the Christian Church (Disciples of Christ) for information and for
232 action in business session where appropriate.
233
- 234 d. Emergency issue statements shall be submitted to the Board of Trustees. The Board
235 having power to determine if the issue is an emergency, including questions of
236 timelines, concerns emerging from the church, national and world situations not
237 apparent ninety (90) days before the Biennial Session. Such emergency items shall
238 be signed by ten persons who are members of ten congregations recognized by the
239 Christian Church (Disciples of Christ) and related to the National Convocation.
240

241 **Article X: - Electronic Meetings**
242

243 Electronic Meetings are authorized for use by the Board of Trustees and when feasible, the
244 Biennial Session. All electronic meeting votes pertaining to important business items and
245 funds shall be taken by a roll-call vote or electronic registration.
246

247 **Article XI: - Parliamentary Authority**
248

249 *ROBERT'S RULES OF ORDER, NEWLY REVISED*, shall govern the proceedings of the National
250 Convocation of the Christian Church in the United States and Canada.
251

252 **ARTICLE XII: Amendments to the *Articles of Operation***
253

254 The Articles of Operation may be amended at any regular gathering of the Biennial Session
255 of the National Convocation by two-thirds vote of members present and voting.
256 All amendments shall be provided in writing and or electronically to registrants least
257 twenty-four hours prior to voting and read before the body at least two times before the
258 vote is taken.
259

260 **Addendum: Policy for Replacement and Removal of Officers**
261

262 In the event, a Board Officer, due to circumstances beyond their control, is unable to
263 complete their term of office, a replacement for them shall be selected by the Board of
264 Trustees.

265
266 In the event, a Board Officer does not fulfill the duties and expectations of an officer in
267 attendance, participation, committee assignments or behaves in a manner detrimental to
268 the mission of the National Convocation, this Officer may be removed by vote of the Board.

269
270 The previous statements for Board Officers will apply to Board Members, when it is
271 necessary.

272
273 **Addendum: Administrative Secretary Search Process**

274
275 The Administrative Secretary shall be nominated by mutual agreement of the General
276 Minister and President and an Advisory Committee from the Board of Trustees of the
277 National Convocation to the Administrative Committee of the General Board for their
278 approval. The Advisory Committee of not more than seven (7) persons shall be selected by
279 the President of the National Convocation and confirmed by the Board of Trustees (in
280 regular session or by mail ballot). The General Minister and President shall call together the
281 Advisory Committee soon after confirmation to develop the profile of desired
282 characteristics for the Administrative Secretary and agree upon a process of receiving
283 names.

284
285 After the development of the profile, the General Minister and President shall receive
286 names of suggested nominees. Within ninety days after the profile has been developed, the
287 General Minister and President will provide the Advisory Committee a list of all nominees
288 who match the profile.

289
290 The General Minister and President and the Advisory Committee will meet for the purpose
291 of rank ordering the persons that match the profile. The General Minister and President,
292 and a Search Committee, consisting of the President of the Board of Trustees, the Vice
293 President of the Board of Trustees, and the President of Disciples Home Missions, shall
294 interview the highest ranked candidate. Should the candidate demonstrate identified skills
295 in the interview and accepts the nomination, the General Minister and President shall notify
296 the members of the Advisory Committee and submit the candidate as the nominee to the
297 Administrative Committee of the General Board for election. Should the highest ranked
298 candidate, through interview or choice, prove ineligible, the General Minister and President
299 shall continue down the priority list of names or invite the Advisory Committee to begin the
300 process again.