

BYLAWS OF
CELEBRATE LIFE
SPIRITUALIST COMMUNITY

*Dedicated to Humanity, Inspired by God,
for the Benefit of All*



A CHURCH-SOCIETY OF THE
NATIONAL SPIRITUALIST ASSOCIATION OF CHURCHES

San Francisco, California



4530 18TH St, San Francisco, CA 94117
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BYLAWS OF CELEBRATE LIFE SPIRITUALIST COMMUNITY

ARTICLE I

Name - Charter- Seal

Section 1. Name. The name of this church society is Celebrate Life Spiritualist Community, (CLSC) by which name it shall be incorporated under the religious non-profit laws of the State of California, and herein shall be referred to as CLSC or Society.

Section 2. Charter. This Society shall hold a charter from the National Spiritualist Association of Churches (NSAC).

Section 3. Seal. The official Seal of this Society shall be determined by the Board during the first year of Chartership, and upon completion its imprint shall appear in the cover of these Bylaws. No other seal shall represent this society without Board approval.

ARTICLE II

Object/Purpose and Governing Statute

Section 1. Object/Purpose. The object/purpose of this Society is to hold services and meetings for the promulgation of the Science, Philosophy and Religion of Spiritualism in accordance with the Bylaws of the NSAC of the USA, a Hierarchical Religious Society incorporated under the laws of the District of Columbia.

Section 2. Governing Statute:

- A. This auxiliary organization is subject to the Bylaws of the NSAC, a Hierarchical Religious Society, incorporated under the laws of the District of Columbia, to the extent that this auxiliary's constitution/bylaws shall not be inconsistent with the Society or corporation laws of the United States, or of the auxiliary's state/district jurisdiction.
- B. We further agree on behalf of ourselves, our associates and successors, to incorporate our organization under the civil laws of jurisdiction in which we are located, and that the articles of incorporation shall contain the statement, of Section 1, of Article IX of the NSAC Bylaws.

ARTICLE III

Membership

Section 1. There shall be three classes of Membership: Member, Junior Member and Honorary.

Section 2. Member. A person may become a Member of this Society who:

- A. Is at least eighteen (18) years of age.
- B. Is recommended by a member of this Society.
- C. Declares his/her acceptance and belief in the Science, Philosophy and Religion of Modern Spiritualism.
- D. Acknowledges proof of the continuity of life through satisfactory demonstrations.
- E. Completes and signs an application form prescribed by the NSAC.
- F. Submits the required annual membership dues or is granted a scholarship by the Board.

Section 3. Junior Member. A person may become a Junior Member of this Society who:

- A) Is age thirteen (13) through seventeen (17)
- B) Has the permission of parent(s) or legal guardian
- C) Is recommended by a member of the Society
- D) Completes and signs an application form prescribed by the NSAC
- E) Submits the required annual membership dues or is granted a scholarship by the Board.

A Junior member shall have the right to attend membership meetings with voice, but shall not have the right to vote or hold office.

Section 4. Honorary Members. Honorary membership shall be designated by a majority vote of the Board of Trustees, or of the membership of the Society in a duly called meeting. An honorary member shall not have voice, vote, nor any other privileges of membership other than the title of Honorary Member of CLSC.

Section 5. Member in Good Standing. Member in Good Standing (Member and Junior member) is defined as being a member of the Society for a period of at least six months with any required dues of the Society being current and actively attended and/or made monetary donations within a 2 year period. For the purpose of the NSAC Annual Report only Members in Good Standing will be reported. Junior members do not pay annual membership dues.

Section 6. Annual Dues. The amount and categories of the Annual Society Dues shall be set by the Board and reviewed on an annual basis.

Section 7. Transfer/Withdrawal. For transfer or withdrawal of a member to another NSAC church Society, a uniform Transfer Form is provided by the NSAC Office for this use. No other form of transfer or withdrawal shall be recognized. The Transfer/Withdrawal shall be in writing to the Secretary of this Society. Once a request for transfer has been received, the church Secretary shall immediately issue the transfer and record this action in the minutes of the next church board meeting.

Section 8. Inactive Membership. Any member who has been inactive in attendance and/or donations for a period of 3 years will be placed on the inactive membership list. Any member of this Society who shall become delinquent for the non- payment of dues for three (3) months shall be notified in writing by the Secretary of the Society.

Section 9. Reinstatement of Membership. Any member who has become 1) delinquent in payment of annual dues may be reinstated upon the payment of all past required dues, 2) inactive due to lack of attendance and/or donations, may be reinstated upon approval of the Board of Trustees, or the membership in a duly called meeting.

ARTICLE IV Board of Trustees

Section 1. Composition. The Board of Trustees of this Society shall be a President, Vice President, Treasurer, Secretary and up to four (4) Trustees (Officers) elected as hereafter provided, and who with one (1) Senior Pastor, shall constitute a board of nine (9) Trustees.

Section 2. Election Groups. The first Board of Trustees will be elected by the founders of the Society, with the Officers and Trustees serving until the annual membership meeting.

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The Officers shall be elected , along with up to four (4) trustees, by a plurality vote taken by ballot or unanimous vote at the annual meeting of the membership in the three (3) groups as follows:

Group A: President and two (2) trustees for a term of (3) three years;

Group B: Secretary and Vice President for term of two (2) years

Group C: Treasurer and two (2) trustees for term of one (1) year Terms begin on adjournment of the annual meeting at which they are elected.

Section 3. Board Eligibility. To be eligible for election to the Board of Trustees, a Member must have been a member for at least six (6) months. The Board, at its discretion, can appoint an individual(s) to serve in an advisory role. The advisory role can either be an existing member or an individual from the broader community with association to the church. The advisory role does not carry voting privileges.

Section 4. Transfer of Records. The final duty of all outgoing officers and trustees of this Society shall be to deliver all records and other properties of Society which are in their possession to their newly elected successor within 24 hours of the close of the Annual Meeting.

Section 5. Board Attendance. Absence of a Trustee from three (3) scheduled monthly meetings of the Board of Trustees within a one year period, the Board, at their discretion, by a two-thirds (2/3) vote, may declare the position vacant and appoint a Trustee to fill the position until the next Annual Meeting. If there are extenuating circumstances the Board may elect to excuse such absence.

Section 6. Vacancies. Vacancies, for whatever reason, shall be filled by the Board of Trustees at a special election as soon as possible upon learning of the vacancy. The newly elected member will fill the remaining unexpired term.

Section 7. Duties. The Board of Trustees shall:

- A. Have the general management and control of the business affairs and administration of the Society, not otherwise provided for by the Bylaws or by vote of the membership.
- B. Have the authority in the interim between membership meetings to consider and decide all questions affecting the business of the Society.
- C. Appoint standing or special Teams/Committees as needed when not appointed by the President or Senior Pastor.
- D. Appoint one (1) Senior Pastor of the Society.
- E. Establish rules for its own guidance and for the guidance of all appointive Officers.
- F. Take no action contrary to, or inconsistent with the adopted NSAC Principles, or the Bylaws of this Society, or the National Spiritualist Association of Churches.

Section 8. Board Meetings. The Board of Trustees shall meet monthly on the second Saturday of each month unless A) another day in the month is set by a majority vote of the Board of Trustees, or B) it is the month of the Annual Meeting.

Section 9. Quorum. Four (4) members of the Board of Trustees shall constitute a quorum.

ARTICLE V Officers

Officers. Officers of this Society shall be a President, Vice President, Treasurer and Secretary.

Section 1. President The President shall:

- A. Preside at Annual Membership and Board of Trustees meetings.
- B. Have general supervision of the Officers, Trustees and the business affairs of the Society.
- C. Countersign any and all legal instruments as required and/or approved by the Board of Trustees.
- D. Countersign all authorizations for payment of bills against the Society, after the authorizations have been endorsed by the Secretary.
- E. Submit a written report to each Annual Meeting of the Society to cover the activities of his/her office, review the condition of the status of the Society, and make recommendations for its advancements.

Section 2. Vice President. The Vice President shall:

- A. Perform all duties of the President in the absence of the President, through death, removal, or disability of the President.
- B. Perform such further duties as the Board of Trustees may require.

Section 3. Secretary. The Secretary shall:

- A. Receive and send all correspondence of the Society.
- B. Prepare and keep on file all records and accounts of the Society, including an accurate list of members and their status.
- C. Sign and affix the seal upon any and all legal documents as required, or by direction of the Board of Trustees.
- D. Be the custodian of the charter and the seal, when not on display at church office or sanctuary.

- E. Give bond for the faithful performance of duties in such amount, conditions and Sureties as the Board of Trustees may direct.
- F. Perform such further duties as said Board of Trustees may require.

Section 4. Treasurer. The Treasurer shall:

- A. Be responsible for receipt of monies, or evidence of such monies received and deposited
- B. Pay bills against the Society only upon authorization by board, checks duly signed by two authorized board members.
- C. Furnish a statement of all accounts whenever requested by the President, senior pastor, or three (3) Trustees of the Board
- D. Make a full written report monthly to the board of trustee and to each annual meeting, setting forth the conditions of the society's funds, the nature and extent of the investments, income and disbursements.
- E. Give bond for the faithful performance of duties in such amount, conditions and sureties as the Board of Trustees may direct.

Section 5. Removal of a Board Member.

An officer or trustee of the board shall be removed from office only by majority vote of the board. In this vote, the officer or trustee being removed does not vote. If this vote results in a 50/50 split, the vote will be taken to an extraordinary meeting of the members.

ARTICLE VI
Membership Meetings

Section 1. Annual Membership Meeting. Annual meetings of the membership shall be held at the designated location of CLSC on the 4th Saturday in April.

Section 2. Special Meetings. With at least ten (10) days written notice given to the membership, stating the time, place and purpose of the meeting, Special Membership Meetings may be called by the President and at least three other Trustees, or upon written request of five (5) members in good standing.

Section 3. Order of Business. At all meetings of the Board of Trustees and membership the following shall be the order of business:

1. Call to Order
2. Opening Prayer
3. Roll Call
4. Reading of Minutes
5. Treasurer's Report
6. Communications and Bills
7. Reports of Officers, Senior Pastor, Certified Platform Participants
8. Reports of Teams/Committees
9. Unfinished Business
10. New Business, Election of Trustees, Officers and CSSA/NSAC Delegates when necessary.
11. Remarks for the Good of the Society
12. Adjournment

Section 4. Quorum. A quorum is (30%) of the members of this society, including the Board of Trustees, shall constitute a quorum for a membership meeting.

Section 5. Voting. Each member shall have one vote on each matter submitted to a vote of the members, and for each officer/trustee position to be filled at an election. At all meetings, except for the election of officers and Trustees, all votes shall be by voice. For election of officers, ballots shall be provided. Ballots are to be counted by an individual not listed on the ballot. **Absentee voting.** A member should notify the Board of their expected absence and request a ballot. The ballot should be returned to an appropriate Board member.

ARTICLE VII Teams/Committees

Section 1. The President of the Society, within thirty (30) days after induction into office shall appoint with the approval of the Board of Trustees teams/committees, except D) Sunshine/Care and E) Public Relations, the following:

- A. **Auditing.** The function and duty of the Auditing Team/Committee shall be to audit the books and accounts of the Society and shall report its findings at each Annual Meeting directly to the membership.
- B. **Social.** The function of the Social Team/Committee shall be to organize and supervise the social activities of the society with the approval of the Board.
- C. **Literature/Library.** The chairperson of the team/committee shall be known as the Librarian. The duties of the committee shall be to maintain the church library,

stimulate the sale of books and literature, promote the acquisition, printing, and distribution of books and literature.

- D. Sunshine/Care.** The Senior Pastor shall serve as Chairperson, or appoint a Chairperson approved by the Board, of the Sunshine Team/Committee, whose duty and function shall be to minister to those in the community in need of healing, prayer, etc. and to carry out other caring projects.
- E. Public Relations.** The Senior Pastor shall serve as Chairperson, or appoint a Chairperson approved by the Board, of the Public Relations Team/Committee, whose duty and function shall be to promote the society.
- F. Investigation.** It shall be the duty and function of the Investigation Team/Committee to investigate written complaints, or other subjects, submitted to the Board of Directors and communicate all such matters to the Board and Senior Pastor.
- G) Other teams/committees** may be appointed as may be necessary.

Section 2. Whenever possible, members of the Board of Trustees shall serve on standing teams/committees.

Section 3. Annual Reports. All teams/committees, thirty (30) days prior to the Annual Meeting, shall file with the Board of Trustees a written report on their activities for the past year (not more than three hundred (300) words).

ARTICLE VIII

Senior Pastor/Co-Pastor and Platform Participants

Section 1. Eligibility of Senior Pastor and Co-Pastor. A certified NSAC Ordained Minister shall be appointed by the Board as Senior Pastor. The Senior Pastor shall have the authority to appoint a certified NSAC Ordained Minister as Co-Pastor of CLSC.

Section 2. Duties of the Senior Pastor. The duties of the Senior Pastor shall be:

- A. To conduct or oversee the conducting of all religious services of the Society, with the assistance of the other certified and recommended student participants and members in good standing.
- B. To select and schedule the platform participants.
- C. To act as spiritual advisor to the members of the congregation.
- D. To officiate at weddings, funerals, and other functions normally performed by clergy.

- E. Make recommendation to the Board of Trustees of persons qualified for certification application and certificate renewals.
- A. To serve as Chairperson, or appoint a Chairperson approved by the Board, of the Sunshine/Care and Public Relations Teams/Committees, and serve as an ex-officio member on all teams/committees.
- B. To appoint a Co-Pastor of the Society.

Section 4. Removal of a Senior Pastor. The removal of a Senior Pastor shall be by a two-thirds (2/3) vote of the membership of this Society together with a two-thirds (2/3) vote of Board Members in a duly called membership meeting. Termination of an Employment Agreement must be with just cause.

Section 5. Eligibility of Platform Participants. Only persons meeting the following requirements shall serve the public platform of this Society:

- A. Holding certification under the National Spiritualist Association of Churches or its state associations.
- B. Students of this Society working towards certification and recommended by the Senior Pastor/Co-Pastor, or students of other NSAC chartered church societies upon recommendation of their pastor/board of trustees.
- C. Members in Good Standing of this Society upon recommendation of the Senior Pastor/Co-Pastor.
- D. Guest participants as approved by the Senior Pastor.

Section 5. Platform Code of Conduct. Political subjects shall not be discussed from the platform during religious services of CLSC. All material presented must be consistent or complimentary to this Society's promotion of Spiritualism, and not conflict.

ARTICLE IX Complaints

Section 1. Complaints. Any member having cause for complaint against any officer, or member of this Society, may file with the Secretary a written complaint describing the complaint. The Board of Trustees, may, at its discretion, put the written complaint before an Investigation Committee, whose first action shall be to consult with the Senior Pastor for possible remedy, inquire into the facts and report back to the Board of Trustees within thirty (30) days with a recommendation to dismiss the complaint, or file charges according to the NSAC Disciplinary Procedure.

ARTICLE X
Parliamentary Authority

The current edition of Robert's Rules of Order, shall be the parliamentary authority and govern this Society in all matters not provided for by its Bylaws.

ARTICLE XI
Amendments

Section 1. Amendment of Bylaws. These Bylaws may be amended by a two-thirds (2/3) vote at any Annual Membership Meeting, or special membership meeting, a quorum being present, on a proposal submitted by any member in good standing of this Society, the Board of Trustees, a committee on revision, or amendment appointed by the Board of Trustees, or by the membership at an Annual Meeting.

Section 2. Filing and Notice of Amendment. The proposed amendment shall be filed with the Secretary of the Society at least forty-five (45) days prior to the time of holding the Annual Membership Meeting or special meeting. The Secretary shall within ten (10) days transmit a copy of such proposed bylaw amendment to all members in good standing of the Society.

ARTICLE XII
Dissolution of Assets

Upon dissolution of the corporation, assets shall be used in the support and furtherance of said cause of Modern Spiritualism in such manner as the NSAC Board of Trustees shall determine to be appropriate.

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