

BYLAWS OF THE INTERFAITH ASSOCIATION OF CENTRAL OHIO

ARTICLE I. OFFICES

The offices of the corporation shall be at such place in the City of Columbus, Franklin County, State of Ohio, as may be designated from time to time by the Interfaith Council of the Interfaith Association of Central Ohio.

ARTICLE II. POSITIONS DESCRIPTION OF OFFICERS.

Section 1. The President shall:

- a) serve as chief executive officer of the Interfaith Council and the Interfaith Association of Central Ohio, and, as such, perform all duties associated with such office, together with such additional duties as shall, from time to time, be delegated by the Interfaith Council;
- b) preside at all meetings of the Interfaith Council and Assembly except in his/her absence when the Vice-President shall preside;
- c) serve as an ex-officio member of all committees;
- d) represent the Interfaith Association of Central Ohio in any negotiations which involve the organization in contractual obligations;
- e) represent the Interfaith Association of Central Ohio in contacting the electing authority for each faith to name the contact person and the Interfaith Council representatives for that faith.

Section 2. The Vice-President shall:

- a) act in the absence of the President whenever necessary;
- b) take on tasks, responsibility and authority that might be delegated to him/her by the Interfaith Council or the President.

Section 3. The Secretary shall:

- a) keep minutes of the meetings of the Interfaith Council and the Assembly;
- b) give notices of meetings of the Interfaith Council and the Assembly in the manner and time agreed by the Interfaith Council;
- c) prepare the agenda for meetings;
- d) serve as custodian of records and history of the Interfaith Association of Central Ohio;
- e) perform, in general, all duties inherent in the office of Secretary and such other duties as may, from time to time, be assigned by the President.

Section 4. The Treasurer shall:

- a) have charge and custody of, and be responsible for, all funds and securities of the Interfaith Association of Central Ohio;
- b) oversee receiving and giving receipts for money due and payable to the Interfaith Association of Central Ohio in such banks, trust company or other depositories as shall be approved by the Interfaith Council;
- c) perform, in general, all duties incident to the office of Treasurer and such other duties as may, from time to time, be assigned by the President.

ARTICLE III. MEETINGS OF THE INTERFAITH COUNCIL

The Interfaith Council shall meet at least four times each year with one of those meetings designated as the Annual Meeting of the Interfaith Association of Central Ohio to fulfill the laws of the State of Ohio.

ARTICLE IV. PLANNING PROCESS

Section 1. The Interfaith Council shall approve the goals, objectives and budget for the corporation.

Section 2. The fiscal year shall be June 1 to May 31.

Section 3. Goals, which state broad, desired outcomes, will extend for two fiscal years.

Section 4. Objectives, which state narrower, more limited, desired achievements, will extend from September of one year to August of the next year.

Section 5. Goals will be approved, biennially, in February or March for the biennium, beginning on the next January 1st. Objectives will be approved, annually, in May or June for the year of program beginning on the following September 1st.

Section 6. A budget to support the goals of the organization shall be approved by the Interfaith Council, biennially, and to support the objectives, annually.

Section 7. A statement of new directions shall provide a perspective from which revisions of goals and objectives can be made.

ARTICLE V. STANDING COMMITTEES

Section 1. The Interfaith Council shall elect the moderators and members of the Standing Committees.

Section 2. The Standing Committees at this time are listed below. Standing Committees may be added or deleted as approved by the Interfaith Council.

- a) Executive
- b) Education
- c) Public Interface
- d) Spiritual Sharing
- e) Finance and Budget
- f) Membership
- g) Fund-raising
- h) Coordination and Planning

i) Social Activity

j) Nominating

Section 3. The four officers of the Interfaith Council, namely, the President, the Vice-President, the Secretary and the Treasurer, and three additional persons, appointed by the Interfaith Association of Central Ohio Council, shall constitute the Executive Committee. If any committee, standing, special, or howsoever constituted, is not performing its functions in a satisfactory manner, the Executive Committee may act to reconstitute the committee by requesting the Nominating Committee for appropriate action. The Executive Committee may, if it deems necessary for carrying out the mission of the Association, temporarily take over the functions of the committee in question till such time as the recommendations of the Nominating Committee are approved by the Interfaith Council. The Executive Committee shall establish the agenda of the meetings of the Interfaith Council, and act on such matters as might be referred to the Interfaith Council or the Association between Council meetings and which, in the opinion of the Executive Committee, need action before the next meeting of the Interfaith Council.

Section 4. The Education Committee shall provide for educational opportunities for members and the public to learn about the social and religious customs and practices of the participating faith traditions.

Section 5. The Public Interface Committee shall provide interfaith public worship and ceremonies and represent the Interfaith Association of Central Ohio on various social issues.

Section 6. The Spiritual Sharing Committee will organize dialogue groups and other opportunities for persons of different faith traditions to exchange viewpoints and learn about each other's group.

Section 7. The Finance and Budget Committee supervises fiscal operations and assists in the development of budgets as required.

Section 8. The Membership Committee maintains a roster of the electing authorities of faith traditions and of individual members and has responsibility for recruiting new members.

Section 9. The Fund-raising Committee will write and submit proposals for grants and coordinate all fund-raising efforts.

Section 10. The Coordination and Planning Committee will insure that the Interfaith Council and the Standing Committees are completing their responsibilities in the planning process according to schedule and provide data for decisions at appropriate times.

Section 11. The Social Activities Committee shall arrange opportunities for persons from different faith traditions to enjoy informal social interaction.

Section 12. The Nominating Committee shall provide at least one nominee for each position as an officer, moderator or member of a standing committee, either at the annual meeting or when such a vacancy has occurred. It shall further nominate persons to fill any other positions as requested by the Interfaith Council. After any nomination is approved by the Interfaith Council, the moderator of the Nominating Committee shall convey the result to the nominee and, in the case of officers of the Interfaith Council and moderators of committees, to the incumbent who will transfer appropriate records and information to the incoming officer or moderator as the case might be.

ARTICLE VI. ADOPTION AND REVISIONS OF THE BYLAWS

Section 1. These Bylaws shall be adopted by a unanimous vote of the Interfaith Council.

Section 2. Revisions of the Bylaws require a majority of the representatives, present and voting, at any meeting of the Interfaith Council, provided the proposed revisions have been read at a previous meeting at least 30 days prior.

Approved June 7, 1986, pending review by an attorney.

Approved July 16, 1986, as amended, after review by Attorney Richard B. Igo.

Revised: November 2, 1998

Revised: February 3, 2003