

**CONSTITUTION FOR THE
ALLEGHENY REGION CONFERENCE
OF THE CHURCHES OF GOD, GENERAL CONFERENCE**

ARTICLE I - NAME

- 1.01 The name of this body shall be: "Allegheny Region Conference of the Churches of God, General Conference".
- 1.02 The Allegheny Region Conference of the Churches of God General Conference shall be referred to in this document as the Allegheny Region Conference and/or the Region.
- 1.03 The Allegheny Region Conference is the former West Pennsylvania Conference and the West Virginia Conference of the Churches of God, General Conference.
- 1.04 The Allegheny Region Conference of the Churches of God, General Conference shall remain true to the historic Christian Faith and Doctrine set forth in the Holy Scriptures as believed and taught by John Winebrenner and his successors.
- 1.05 Allegheny Region Conference, Churches of God General Conference is a duly and properly registered non-profit corporation as provided by the laws of the Commonwealth of Pennsylvania, with corporate office registered in the Commonwealth of Pennsylvania, and shall be further subjected to the laws of any state(s), commonwealth(s), or other jurisdictions in which it conducts its affairs applicable to non-profit religious organization.
- 1.06 The purpose of the Allegheny Region is stated in its corporate bylaws and further defined by the Mission and Vision Statements of the Resource Manual Section A.

ARTICLE II - MEMBERSHIP

- 2.01 Existing Churches of God, General Conference Churches:
- All existing Churches of God, General Conference Churches who were member churches in the West PA Conference and West VA Conference shall be member churches in full standing in the Allegheny Region and entitled to all the privileges granted by this Constitution.
- 2.02 New Church Plants:
- Any new group of Christian believers united together as a religious body or church, subscribing to the polity, principles and doctrines of this Region and the General Conference, and adopting its own Constitution as approved by the Church Planting and Ministry Development Commission shall be received as a member church of the Churches of God, General Conference in full standing by this Region in Session and be entitled to all the privileges granted by this Constitution. Until a new church is received as a member church it shall be entitled to send representatives to Regional Sessions who have a voice but cannot vote or be elected to Regional offices.
- 2.03 Pre-Existing Non-Churches of God, General Conference Churches:
- A. Any pre-existing group of Christian believers united together as a religious body or church, and are not a member church of the Churches of God, General Conference, may upon request to and approval by the Administrative Council, be received as an Associate Member Congregation in this Region and may be served by a Regional minister.
- B. An Associate Member Congregation:
- Must be willing to affirm the polity, principles and doctrines of this Region and the General Conference.
 - Be entitled to send representatives to Regional Sessions who have a voice but cannot vote or be elected

- to Regional Offices.
- Associate Membership may continue for five (5) years during which time a request for Full Membership may be made. At the end of five (5) years if a request has not been made, then the Regional Director and the Associate shall make an intensive evaluation and study to determine if the church wants to become a Full Member or discontinue their status with the Region. The Administrative Council may grant the church additional time as an Associate Member if warranted, but it shall not exceed beyond five (5) additional years. At the end of ten (10) years if a request for Full Membership has not been received their status in the Region shall be discontinued.

ARTICLE III - MEETINGS

- 3.01 The Allegheny Region Conference shall hold one regular meeting each year with the date and place to be set each year by the Administrative Council. The body shall have the privilege of extending additional Sessions if necessary to complete business. The meeting shall be held for the transaction of such business as properly pertains to ecclesiastical bodies.
- 3.02 Voting representation for conference meeting will be by delegates as follows:
- A. Ministerial Delegates:
All ministers holding a Life Ordination Certificate or Annual License Certificate from this Region shall be members with full voting privileges during the term of their certificate, unless otherwise restricted by this Constitution. (Unless otherwise indicated, the terms pastor or minister in this Constitution refers to both senior pastors and associate pastors.)
 - B. Lay Delegates:
 1. Each church is entitled to two (2) adult delegates. All adult delegates shall be at least 18 years of age and be regularly elected from active members in good standing in their church. They shall be full voting members of the Regional session.
 2. Each church is entitled to one (1) youth delegate. Youth delegates shall be at least 13 and no older than 18, unmarried and regularly elected from active members in good standing in their church. They shall be full voting members of the Regional session.
 - C. Delegates-at-Large:
Delegates-at-Large shall consist of the members of the Administrative Council, Commission Members, Regional Directors, and retired pastors. Delegates-at-large shall not be counted against the number of delegates a church is entitled to as prescribed above. They shall be full voting members of the Regional Session.
 - D. Christian Worker Licentiates:
A Christian Worker Licentiate shall not be counted against the number of delegates a church is entitled to as prescribed above. They shall be full voting members of the Regional Sessions.
- 3.03 The President of this Region shall call an extra meeting when approved by the Administrative Council. An extra meeting may be requested by ten (10) other members of this Region. The request must be in writing stating the reasons for the request.
- 3.04 The Regional Sessions shall open with a Christian service when the President, or someone appointed by him/her, shall address the delegates on the designated theme. If there is no designated theme then a Biblical message.

ARTICLE IV - OFFICERS, ELECTIONS AND TERMS

- 4.01 The officers of this Region shall be President, Vice-President, Clerk and Treasurer. The Regional Directors, and the Administrative Assistant shall be members by virtue of their office.

4.02 Elections and Terms of Office:

A. In odd numbered years:

A Clerk shall be elected at Conference for a two (2) year term.

Three (3) Members at Large representing the Northern, Central, and Southern Districts shall be elected at Conference for a two (2) year term.

B. In even numbered years:

A Vice President shall be elected at Conference for a two (2) year term. He shall then ascend to the presidency for a two (2) year term.

A Treasurer shall be appointed by the Administrative Council at a meeting held prior to the Annual Conference Sessions for a two (2) year term.

Two (2) Members at Large shall be elected at Conference for a two (2) year term.

4.03 Term Limits: A President may not be elected to the office of Vice President in the year his term as President expires.

4.04 Those elected shall assume their respective office at the close of the Sessions in the year in which they were elected.

ARTICLE V - VOTING

5.01 All balloting shall be done by delegates of the Regional Sessions.

5.02 All elections shall be done by secret ballot. Voting on issues not requiring a ballot may be done verbally or by prescribed sign designated by the chair.

5.03 In the event there is no election in the first ballot, all candidates who receive ten (10) or less votes shall have their names dropped from the second ballot. If all candidates receive more than ten (10) votes, the one with the lowest number of votes shall be dropped, with the exception that a ballot shall have at least two (2) names remaining on the ballot. If additional ballots are needed they shall contain only one (1) more candidate than the number of vacancies to be filled. The candidates shall be those with the highest number of votes on the preceding ballot.

ARTICLE VI - ORGANIZATION

6.01 This Region shall be re-organized each year at the first session. It shall be constituted by the President or Vice-President and the Clerk of this Region provided they are present; if not, then others shall be appointed by the President for that purpose; after which the elections determined by this Constitution shall be held.

6.02 A majority of members enrolled on the Sessions Roster shall constitute a quorum. The roster, as completed and adopted at the first session, shall be the official roster.

6.03 No new minister in this Region shall be eligible to hold an elective office in this Region until he/she has served through two (2) Annual Regional Sessions as a minister, so as to give him/her time for orientation. He/she may be elected to an office at the third annual session. In the case of a minister transferring from another CGGC Region, his/her service in that region shall count as one (1) session toward the two (2) session minimum service. Therefore he/she could be elected at the second annual session.

All pastors holding credentials within the ARC and holding an active position as a pastor for an ARC congregation are encouraged and expected to attend ARC annual sessions. Any pastor who meets the above-stated criteria but

fails to attend 2 consecutive ARC annual sessions will be contacted by the Pastoral Ministry Commission to discuss the absences and will be at risk of forfeiting their credentials and relationship with this body.

There will be consideration for those who request excused absences for the following:

- Sickness
- Family emergency/death
- Other circumstances beyond their control

Requests for exception should be submitted as soon as reasonably possible and by contacting Pastoral Ministry Commission.

- 6.04 All commission members must be an active member in good standing in a local Regional church.
- 6.05 An Administrative Council shall be elected according to this Constitution (Article IV) through which the work of the Conference is to be carried forward (Article VIII). The Administrative Council shall be the Regional Conference between Annual Sessions.
- 6.06 The annual reports of the Administrative Council, Agencies, etc. shall include all items of business from January 1 to December 31, and copies shall be made available to all registered delegates three (3) weeks prior to the opening of the Regional Sessions. Any item from the annual reports may be called up for consideration.
- 6.07 All reports for publication in the Journal shall be prepared for electronic or print distribution.
- 6.08 The Allegheny Region Conference is divided into three (3) Districts: the Northern District (member churches North of US Route 22), the Central District (member churches South of US Route 22 including member churches in Maryland and West Virginia), and the Southern District (member churches South of Morgantown, West Virginia).
- A. The purpose of each District is to promote spiritual enrichment, evangelism, prayer, education, service, etc. in their local churches through worship services, rallies, seminars, workshops, etc.
 - B. Each District may elect a President, Vice President and Secretary to plan and promote the ministries of the District. Other officers may be elected as needed.

ARTICLE VII - OFFICERS AND STAFF

- 7.01 Regional Director:
- A. shall be the administrator of the Conference.
 - B. primary role is vision casting and overseer of the personnel and programs that serves the local churches in the Allegheny Region Conference.
- 7.02 Ministry Directors:
- A. two (2) Ministry Directors shall be appointed by the Administrative Council to watch over the pastoral and church ministries of the Allegheny Region.
 - B. shall represent the interest of the two (2) and their ministry efforts.
- 7.03 The President shall:
- A. serve two (2) years after serving as Vice President for two (2) years;
 - B. preside over Regional Sessions and Administrative Council;
 - C. conduct the business thereof according to the By-Laws, Article A. In the absence of a by-law he shall be governed by Roberts Rules of Order, revised;
 - D. sign all legal documents when required and approved by Regional Conference or Administrative Council;
 - E. other duties as may be stated in the By-Laws.
- 7.04 The Vice President shall:

- A. be elected in even numbered years for a two (2) year term;
- B. preside in the absence of the President or as the President shall direct;
- C. serve as Chairman of the Constitution Committee and Nominating Committee;
- D. other duties as may be stated in the By-Laws.

7.05 The Clerk shall:

- A. be elected in odd numbered years for a two (2) year term;
- B. be the stated Clerk of this Region;
- C. sign all legal documents when required and approved by Regional Conference or Administrative Council;
- D. sign all orders on the treasury, except where otherwise provided;
- E. serve as assistant to the Administrative Assistant at meetings and record the minutes in the absence of the Administrative Assistant;
- F. serve on the Committee on Constitution;
- G. in the absence of both the President and the Vice President, the Clerk shall be authorized to fulfill the duties of the office of the President until such time the President or Vice President can resume their duties or an appropriate election takes place;
- H. other duties as may be stated in the By-Laws;

7.06 The Treasurer shall:

- A. be appointed in even numbered years by the Administrative Council for a two (2) year term;
- B. hold all funds belonging to this Region;
- C. invest and/or disburse funds, as the Administrative Council may direct, but no money shall be disbursed without an order, authorized either by the Regional Sessions, the Administrative Council or persons designated by the Administrative Council; or without an order signed by the Financial Secretary of agencies to draw upon their funds only when held by the Treasurer;
- D. be responsible for the prudent investing of all Capital Investment Funds as defined and identified by the Administrative Council from time to time;
- E. credit earnings as defined and identified by the Administrative Council;
- F. other duties as may be stated in the By-Laws;

7.07 Additional Staff:

The conference in session, upon recommendation of Administrative Council, shall consider additional staff as necessary to accomplish our Regional mission.

ARTICLE VIII - ADMINISTRATIVE COUNCIL

8.01 Organization:

- A. The Administrative Council will be composed of thirteen (13) voting members as follows: President, Vice President, Clerk, Treasurer, four (4) Agency Representatives, and five (5) Members at Large. The Regional Director, two (2) Ministry Directors, and the Administrative Assistant will serve as non-voting members. The Administrative Assistant will record the minutes.
- B. A majority of the Administrative Council voting members shall constitute a quorum.

8.02 Authority:

- A. The Administrative Council will be the Corporation of the Conference and will constitute the Board of Directors of the Corporation (Board of Trustees where required).
- B. The Administrative Council will be the governing body with the authority to oversee, project and correlate the total ministries and goals of this Region between the annual business sessions, i.e., be the Regional Conference in the interim.

- C. The Administrative Council is authorized to make by-laws, rules and regulations on all matters so long as they are compatible with this Constitution and the Constitution and Polity of the Churches of God, General Conference.
- D. The Administrative Council will have authority over the appointment and work of all commissions, committees, organizations, agencies and employees of this Region. It will meet as often as necessary to facilitate the work of this Region. Special meetings may be called by the President.
- E. The Administrative Council has the authority to appoint or dissolve any special committees, and have the right and power to remove from office members of commissions, committees, organizations, and employees in the event of misdemeanor, wrongdoing, misconduct, etc.
- F. The Administrative Council is vested with judicial powers in all cases under this Constitution not otherwise provided for and it shall be responsible for making decisions on the recall of ministerial credentials.
- G. The Administrative Council has the authority to employ persons for positions that have budget approval by the delegates in Regional Session. All employees of this Region are accountable to the Administrative Council for the performance of their duties.
- H. The Administrative Council shall have the authority to resolve any issue or question of interpretation regarding this Constitution, the By-Laws, or any other Regional Policy.
- I. The Administrative Council shall have authority to call this Region into Session when required to deal with matters of substantial importance.
- J. The Administrative Council will appoint all members of our agency boards. Appointments may be terminated by action of the respective Boards, or by resignation of the individual. This Council shall be kept informed of all changes in Directors.
- K. The Administrative Council will handle all transfers of ordination according to Article 12.12.
- L. The Administrative Council will prepare a Proposed Budget for this Region and make it available to the delegates at least three (3) weeks prior to the Annual Sessions, and make every effort to hold down unnecessary expenditures.
- M. The Administrative Council will hold in trust, title to, and control all property whether personal, mixed or real estate which are now or may become the property of the Allegheny Regional Conference by gift, grant, bargain, sale, conveyance, devise, bequest or otherwise.

ARTICLE IX – COMMISSIONS

9.01 Organization:

- A. There will be two (2) Commissions with a minimum of five (5) members each, which includes the chairperson. The Chairpersons will be appointed annually by the Ad. Council at their last regularly scheduled meeting of each year.
- B. Commission Chairpersons shall submit to the Administrative Council for approval five (5) commission members.
- C. Nominations and appointments on commissions will be made according to giftedness and ability. Consideration will be given for representation of various districts when possible.

A district organized according to provisions of Article 6.08, may select from their district, one (1) person for consideration to each of the two (2) commissions, and submit the same to the

Administrative Council with recommendation for assignment to the commission. The purpose of this provision is to assure representation of respective districts on each commission.

- D. Commissions may appoint a Task Force to study or carry out a specific area of ministry or program.
- E. Each Commission shall keep a record of each meeting and provide a summary to the Administrative Council for inclusion in its minutes.
- F. Each commission shall have authority to set guidelines, goals and policies to further define and execute its mission, subject to approval by the Administrative Council. Each commission's goals will be presented at annual conference meeting and recorded in the annual journal.
- G. Each commission shall cooperate closely with applicable departments and ministries of the Churches of God, General Conference.

9.02 Commission Structure

Commissions are organized into two (2) focus areas:

- A. Pastoral Ministry Commission: The Pastoral Ministry Commission will support and oversee the training, appointments, spiritual guidance, and spiritual support of the ARC pastors, future pastor, elders, and lay leaders. (This commission combines the efforts and current members of the former Pastoral Oversight, MTO, and Spiritual Formation Commissions, and will utilize all materials previously developed by these commissions as well as developing new ideas.)
- B. Church Ministry Commission: The Church Ministry Commission will support and oversee the effort to assist churches to continue to become healthy, growing, reproducing congregations. This involves self-evaluation tools for churches, assistance in pastoral search efforts, and developing effective communication between the church councils and the ARC Ad Council. (This commission combines the efforts and current members of the former Church Relations (w/Youth & Family), Church Planting and Development Commissions, and will utilize all materials previously developed by these commissions as well as developing new ideas.
- C. Each Commission shall utilize the spiritual gifts, skills, and specialized training that each commission member brings to the their area of ministry.

ARTICLE X - STANDING COMMITTEES

- 10.01 Constitution Committee: Shall be composed of the Vice President, who shall chair this Committee, the Clerk, and one (1) other member appointed by the President at the closing Annual Session for the following year. They shall prepare amendments to the Constitution, as the need arises, to be presented in writing to the Administrative Council no later than their last regularly scheduled meeting before Regional Sessions, when it shall be considered and submitted to the delegates in Session with their recommendation.
- 10.02 Resolution Committee: The Administrative Council shall recommend resolutions to the Regional Sessions as they deem it necessary.
- 10.03 Nominating Committee: Shall be composed of five (5) members. The Vice President shall be the Chairman. The Nominating Committee shall supply two (2) names for each office along with a biographical sketch for Regional Conference. Nominations may be made from the floor. If a vacancy occurs on Administrative Council they shall, if possible, make the nomination for Administrative Council to elect.
- 10.04 Program Committee: Shall be composed of the President, Director, and Administrative Assistant and others as deemed appropriate. They shall prepare the program, select the speaker(s), prepare the Order of Business and make necessary arrangements for the Regional Sessions. They shall entertain invitations from individual churches to host the Sessions and make recommendations of the same to the Administrative Council.
- 10.05 A Historian shall be appointed annually by the President, who shall be responsible for seeing that the history of the

Allegheny Regional Conference is kept up-to-date.

ARTICLE XI - TASK FORCES

- 11.01 Task Forces may be authorized and appointed by the Regional Sessions, Administrative Council, Commissions or a Standing Committee to accomplish specific tasks. Task Force members shall be selected on the basis of their giftedness and expertise from people across this Region. Prior to the appointment of a Task Force, the appointing body shall provide a written directive containing a description of the task(s) to be accomplished, the reporting procedure, and the anticipated time for the completion of the task. The job description and completed records with results of each Task Force shall be on file in the Regional Office. Each Task Force shall keep a written record of each meeting and submit them to the Body which supervises it.

ARTICLE XII - CREDENTIALS

- 12.01 All persons desiring to enter the pastoral ministry of this Region shall be required to furnish letters of recommendation from the church or denomination from which they come.
- 12.02 The region shall grant three (3) credentials for ministry: Ordination, Annual License, and Christian Worker License.
- 12.03 Ordination is the standard credential for ministry in this Region. It signifies that the person is fully qualified and authorized to perform all pastoral duties and offices. It may be granted to both full-time and part-time ministers who fulfill the qualification.
- 12.04 Qualifications for all credentials shall be those set forth in the current *General Conference Standards for Ministerial Credentials*.
- 12.05 Those in a ministerial education program shall be permitted to complete the program according to the same regulations under which they started.
- 12.06 Each applicant shall be examined by the Ministry Training & Ordination Commission which shall recommend to the Regional Sessions the appropriate credential. License may be granted in the interim by the Administrative Council, but Ordination may be approved only by the delegates during Annual Session.
- A. The questions being listed in 12.07 shall be answered in writing to the Commission before recommendation is made to the Administrative Council.
- B. In the event that a candidate for Annual License or Christian Workers License has been properly excused from the conference sessions, the credential shall be granted based on the written response to the questions. This would also apply to licenses granted in the interim.
- 12.07 Having been approved for Credentials, the candidate shall appear before the Regional Session during an appropriate worship service at which time the President or someone appointed by him/her shall address each applicant the following questions which shall be answered individually by the candidates:
1. Do you believe the doctrines as taught by the Churches of God, General Conference are true and correct?
 2. Do you believe that in seeking the office of Christian Ministry you are influenced by a sincere love for God, your Savior, and that you desire to promote His glory in the salvation of men?
 3. Do you promise faithfully and zealously to preach the truths of the Gospel of our Lord and Savior Jesus Christ, as contained in the Holy Scriptures?
 4. Do you promise, by the aid of God, faithfully to cooperate with the Region and to carry out and obey all rules and regulations thereof?
 5. Do you promise to preach all such and only such doctrines as are taught and practiced by the Churches

- of God, General Conference, as a body, so long as you shall remain a minister in said body?
6. If for any cause this Region should deem it proper to recall your credential, do you promise to deliver same upon official request?
- 12.08 The questions having been answered in the affirmative, the President, or someone appointed by him\her, shall in an appropriate address, confer on them the rights and responsibilities of ministry appropriate to their credential, and shall extend to them the right hand of fellowship, after which everyone shall unite in prayer on behalf of the candidates, led by the President or someone appointed by him\her.
- 12.09 Ministers on Special Assignment:
- A. No minister shall serve in any other Region, denomination, or agency under Allegheny Region Credentials unless granted permission by the Administrative Council upon written request by the individual. A minister granted such permission shall be considered a "Minister on Special Assignment" and shall fulfill all the requirements of this Constitution.
- B. No minister shall serve in this Region under the ordination of another Region or denomination unless granted permission by the Administrative Council upon written request of the individual and recommended by the Pastoral Oversight Commission. Such permission shall only be granted for special circumstances and only when the request is made before service in this region begins. A minister granted such permission shall be considered a "Minister on Special Assignment" and shall fulfill all the requirements of this Constitution.
- 12.10 No minister shall be permitted to hold Ordination with any other Conference, Region, or denomination while holding Ordination with this Region.
- 12.11 A minister, upon becoming a member of this Region from another denomination, may continue to hold non-Churches of God credentials during the provisional period, but all non-Churches of God credentials must be returned to the conferring bodies before he/she can be ordained in this Region. During the provisional period an Annual License shall be granted.
- 12.12 All transfers of Ordination are handled by the Administrative Council as follows:
- A. Persons ordained and in good standing in other Regions (Churches of God, General Conference) will have their ordinations accepted in this Region.
- B. Any person ordained by another church group or denomination must meet this Region's standards. Such persons will not be appointed until they have been approved by the Administrative Council upon the examination and recommendation of both the Ministry Training & Ordination Commission and the Pastoral Oversight Commission. Such persons shall unite with a local Church of God in this Region within ninety (90) days of their acceptance, be on provisional status for three (3) years as members of the Churches of God before their ordination is ratified, and during this time shall serve with a Regional Annual License.
- C. Persons ordained and in good standing in this Region will be transferred to any other Region or denomination upon them being accepted and appointed (serve) in a Christian ministry.
- 12.13 Ministerial credentials held by persons in this Region may be recalled by action of the Administrative Council for just cause upon the recommendation of the Pastoral Ministry Commission.

ARTICLE XIII - PASTORAL APPOINTMENTS

- 13.01 All pastors (Senior Pastors, Associate Pastors, Mission Pastors, Regional Staff, etc.) in this Region serve under appointment by the Pastoral Oversight Commission.
- 13.02 Pastoral Oversight Commission shall have the authority to appoint pastors as well as remove pastors when necessary to protect the integrity and order of the church. Typically pastors are appointed to churches only if both the pastor and church agree to said appointments.

- 13.03 Pastors considering resignation and churches desiring a pastoral change shall contact the Pastoral Oversight Commission and follow the established guidelines.
- 13.04 Persons seeking pastoral appointment and churches seeking pastors must follow the established guidelines. The basic policy is: 1) persons seeking appointment must apply to the Pastoral Ministry Commission and may not contact churches directly; 2) churches seeking pastors may deal only with candidates given to them or approved by the Pastoral Ministry Commission; 3) a church may negotiate with only one (1) candidate at a time and a candidate may negotiate with only one church at a time; and 4) final appointment must be made by the Pastoral Ministry Commission.
- 13.05 Pastoral appointments will be made for an indefinite period of time and a vote concerning a pastor may be requested by the pastor, church council, congregation or the Pastoral Ministry Commission.
- 13.06 Pastoral resignations or requests for a pastoral change must follow the established guidelines. The basic policy is: 1) the pastor or church, whichever is requesting the change, must first consult with the Pastoral Ministry Commission; and 2) the request must be made not less than sixty (60) days in advance of the suggested termination date, unless a shorter termination date is agreed to by the pastor, church and the Pastoral Ministry Commission.
- 13.07 Pastors will not be assigned to churches that are insubordinate to the Allegheny Region Conference and the Churches of God, General Conference.
- 13.08 Pastors that are licensed and assigned under a church that is insubordinate or in the process of dissolution, will be given a reasonable time to move their assignment to another Church of God.

ARTICLE XIV - ACCOUNTABILITY OF PASTORS

- 14.01 All pastors of this Region are accountable to this Region for their conduct and may be tried and expelled by the Administrative Council when found guilty of any crime or conduct unbecoming a minister of the Gospel.
- 14.02 All persons to be received as a pastor in this Region shall be subject to a provisional status period requiring him to serve through two Annual Sessions of this Region. Any credentials granted at the time of being received shall be issued subject to final ratification following the provisional status period. Persons coming from other denominations shall meet the requirements of this Constitution.
- 14.03 All reports required of pastors shall be completed and returned as requested to implement the work and program of this Region. Each assigned pastor shall be required to give an annual report of services rendered etc., which shall be confined to the Annual Statistical Reports. All unassigned pastors, except officially retired pastors, shall give an annual report of service rendered.
- 14.04 Any pastor not responding to his/her name at roll call for two (2) consecutive Annual Sessions shall forfeit his/her relationship with this body unless compelled to be absent by sickness, death or circumstances beyond one's control.
- 14.05 Any pastor or Christian Worker Licentiate having forfeited his/her claim upon this Region for not answering to his/her name may be reinstated upon recommendation of the Pastoral Ministry Commission.
- 14.06 No pastor shall be allowed to labor in the field of another assigned ministers' field without the invitation and consent of the assigned minister and church council, unless authorized by Pastoral Ministry Commission or the Administrative Council.
- 14.07 No pastor of this body shall be allowed to employ or permit to preach in his/her pulpit, an expelled pastor of any eldership, conference or religious body without the approval of the Administrative Council.
- 14.08 Any pastor belonging to this Region who shall refuse compliance with these rules or to carry out any order of this Region shall be liable to a charge of insubordination before the Pastoral Ministry Commission.

- 14.09 It shall be the duty of each pastor who holds an appointment from this Region to encourage tithing to the region. Failure to comply with this article shall make him/her liable to censure by this Region.

ARTICLE XV - CHURCHES

- 15.01 Church Constitutions and their teachings and practices shall be consistent with the Constitutions and the teachings and practices of this Region and the General Conference.
- 15.02 The churches shall manage their affairs through the councils elected by the members of said church, but this Region shall have the exclusive right to appoint and change pastors and to intervene when the teachings, practices or actions and “including insubordination,” of a church or pastor are inconsistent with those of the General Conference or the Allegheny Region Conference.
- 15.03 Membership in local churches shall include persons who have accepted Jesus Christ as their personal Savior and have promised to take the Bible as the supreme rule of faith and conduct for their life.

ARTICLE XVI - CHURCH PROPERTY

- 16.01 The property of member congregations in full standing in this Region is subject to the laws of this larger ecclesiastical body, i.e. this Region, and in turn to the rule of the General Conference. See General Conference Constitution regarding "Property".
- 16.02 All church property shall be held by the trustees of the local church or by the local church corporation, if there be such, in trust for this Region. The existence of this trust, however, shall in no way limit the power and authority of the local church, otherwise existing over such property, so long as the local church remains a part of and subject to this Region.
- 16.03 Any church having property Deeded to the Allegheny Region Conference, West PA Eldership or Conference, or West VA Eldership or Conference, and desires to buy, build or repair property with borrowed funds must first obtain the consent of the Administrative Council. The Administrative Council, before granting permission, may appoint a Task Force to make sure architectural and construction design have State and Local Government approval, and their financial plan is sound.

ARTICLE XVII - DISSOLUTION

- 17.01 Upon the dissolution of the Corporation, the Administrative Council shall, after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all of the assets of the Corporation in compliance with Section 501(c)(3) of the Internal Revenue Code of 1954. Any of such assets not so disposed of shall be disposed of by its overseeing denominational Corporation, the Churches of God General Conference or its successors, exclusively for such purposes or causes that the Churches of God General Conference or its successors shall determine which are operated exclusively for such purposes.

ARTICLE XVIII - AMENDMENTS

- 18.01 The Constitution may be amended at any annual session of this Region by a two-third vote, provided the amendment shall have been presented in writing to the Administrative Council no later than their last regularly scheduled meeting before Regional Sessions, when it shall be considered and submitted to the delegates with their recommendation.

BY-LAWS

ARTICLE A - MEETINGS

- A-1. The times of the Sessions shall be set by Administrative Council in consideration of the Program Committee recommendations.
- A-2. Business of the Conference Sessions shall be conducted according to Roberts Rules of Order, under the authority of the President of the Conference as advised by the appointed parliamentarian.
- A-3. The business of this Region shall be taken up each day in the following order:
- a. The roll of members shall be taken
 - b. Unfinished business of preceding day
 - c. Reports of committees
 - d. Business of a general nature
 - e. Miscellaneous business
- A-4. All committees shall be appointed by the President, unless otherwise provided for in the Constitution or especially ordered by this Region, in which case they shall be elected by ballot. It shall be the duty of each committee to assemble at the call of the Chairman and no committee shall hold its meeting during the sitting of the Regional Sessions without special permission.
- A-5. An appropriate Memorial tribute to the deceased members of the Churches will be accomplished during the first service by placing a floral arrangement in their memory.
- A-6. The reports of all commissions and all resolutions and motions except to amend, to strike out, to commit, recommit, postpone, lay on the table, for previous questions, to adjourn, shall be reduced to writing before they are presented to the delegates in session.
- A-7. Any member of this Region wishing to speak or deliver any matter to the delegates or to make any report from a commission, shall rise and respectfully address the presiding officer and await recognition before he proceeds.
- A-8. No member shall speak more than twice upon the same subject or longer than fifteen (15) minutes at a time without special permission of the delegates in session.
- A-9. When a question is under discussion no motion shall be entertained but:
- a. To adjourn
 - b. To lay on the table
 - c. For previous question
 - d. To postpone indefinitely
 - e. To postpone to a certain day
 - f. To commit or recommit
 - g. To amend
 - h. To adopt
- The above motions shall have precedence in the order enumerated.
- A-10. The recall of a previous question shall only be admitted when demanded by one-fifth of all members present.
- A-11. All questions shall be decided by a plurality of votes, and all voting shall be done by voice except when otherwise ordered by this Constitution or delegates in session.
- A-12. When a motion has been carried in the affirmative or negative, it shall be in order for any member of the majority to move for reconsideration thereof on the same or next succeeding day.
- A-13. The following motions shall not be debatable:
- a. To adjourn
 - b. To lay on the table

- c. The previous question
 - d. All incidental questions pertaining to the previous questions
 - e. All questions pertaining to priority of business
 - f. To take yeas and nays
 - g. To reconsider
 - h. All questions of order and appeals from the decision of the presiding officer
- A-14. The following motions shall not be amendable:
- a. To lay on the table
 - b. To postpone indefinitely
 - c. The previous question
- A-15. All resolutions introducing original questions to the delegates in session shall be referred to the Administrative Council without debate when objection is made to their immediate consideration.
- A-16. No member of the Regional Sessions shall be interrupted while speaking, unless for explanation or to call him to order, or when his remarks are foreign to the subject under consideration.
- A-17. Any member being called to order shall take his seat unless an appeal be taken from the decision of the chair and sustained by the delegates, or privilege be granted to continue his remarks in order.
- A-18. The Administrative Council, Commission, Committee, Task Force or Agency may transact official business by correspondence, as it may deem necessary until its next meeting, at which time such business shall be given final consideration and ratification.
- A-19. The Administrative Council, Commission, Committee, Task Force, or Agency may transact business with one or all members participating in any meeting by means of a conference telephone call or similar communications equipment by means of which all persons participating in the meeting can hear each other.

ARTICLE B - DUTIES OF OFFICERS

- B-1. The President shall:
- a. sign all Certificates of Ordination and Annual and Christian Workers Licenses;
 - b. appoint all Committees required by the Constitution and By-Laws;
 - c. recommend goals for this Region;
 - d. other duties stated in the Constitution.
- B-2. The Vice President shall:
- a. carry out duties stated in the Constitution.
- B-3. The Clerk shall:
- a. provide and issue Certificates of Ordination, Annual License and Christian Workers License, and see that they are delivered to the respective persons upon approval;
 - b. relate to the Administrative Council any concerns regarding regional property;
 - c. read all papers and documents which the President may lay before the Regional Sessions;
 - d. provide for the publication of all required notices;
 - e. recommend to the Administrative Council the securing of a bond(s) for the Officers and Treasurers who handle large sums of money for this Region;
 - f. other duties stated in the Constitution.
- B-4. The Treasurer shall:
- a. administer the Allegheny Region Conference Minister's Supplemental Retirement Fund according to the guidelines and approved by the Administrative Council;
 - b. provide at least quarterly reports for the Capital Investment Funds to the Administrative Council and an annual report to the Regional Sessions;
 - c. make a monthly report of the Working Funds to Administrative Council, and an annual report to Regional Sessions of accounts, exhibiting the amount of receipts, investments and disbursements;

- d. monitor the Budget and keep the Administrative Council informed of any Budget line item where disbursements exceed funds available;

ARTICLE C - AUXILIARY ORGANIZATIONS

- C-1. Sisters of Strength (SOS)
 - a. The SOS shall further the work of the Churches of God by uniting women in spiritual fellowship, evangelism, prayer, education, giving and service.
 - b. It shall elect officers and conduct its affairs as provided in its Constitution. It shall relate to the Church Relations Commission with the President being a voting member of the Commission.
 - c. The CGWM shall maintain a close relationship with each District and General Conference CGWM.

ARTICLE D - AGENCIES

- D-1. Camp Sonrise Mountain Corporation:
 - a. Camp Sonrise Mountain is a nonprofit subsidiary corporation, operating a youth camp facility in Garrett County Maryland located between Markleysburg, PA and Friendsville, MD.
 - b. It shall elect officers and conduct its affairs as provided in its Constitution. It relates to the Administrative Council who interviews and appoints members to the Camp Sonrise Mountain Board of Directors. The Regional Director and President are advisory members of the Board of Directors.
- D-2. Grove Manor Corporation:
 - a. Grove Manor is a non-profit corporation that operates nursing homes for the aged or other dependent persons.
 - b. It shall elect officers and conduct the affairs as provided in its Constitution. It relates to the Administrative Council who interviews and appoints members to the Grove Manor Board of Directors. The Regional Director and President are advisory members of the Board of Directors.
 - c. Grove Manor Corporation operates three (3) facilities, namely: Grove Manor Nursing Home, 435 North Broad Street, Grove City, PA 16127; The Caring Place, 103 North 13th Street, Franklin, PA 16323; Woodcrest Senior Living Community, One Woodcrest Circle, Scottdale, PA 15683.
- D-3. Christian Loving Fund Corporation:
 - a. Christian Loving Fund is a non-profit corporation that is organized exclusively for charitable purposes as outlined in its corporate By-Laws.
 - b. It shall elect officers and conduct the affairs as provided in its Constitution. It relates to the Administrative Council who interviews and appoints members to the Christian Loving Fund Board of Directors. The Regional Director and President are advisory members of the Board of Directors.
- D-4. Allegheny Region Foundation:
 - a. Allegheny Region Foundation is a non-profit corporation that is organized exclusively for charitable purposes as outlined in its corporate By-Laws.
 - b. It shall elect officers and conduct the affairs as provided in its Constitution. It relates to the Administrative Council who interviews and appoints members to the Allegheny Region Foundation Board of Directors. The Regional Director and President are advisory members of the Board of Directors.

ARTICLE E - DISCIPLINE

- E-1. Charges of a private or personal nature shall not be entertained against a pastor or any member of this Region unless the teachings of Matthew 18:15-17 shall have been complied with. A written copy of charges shall be given to the accused, if possible, ten (10) days before the convening of the Administrative Council or the Pastoral Oversight Commission. In charges that pertain to matters of doctrine and charges of a public nature, a written notice shall be given to the accused five (5) days before the convening of the Administrative Council.
- E-2. Appeals from churches to this Region must be done in the same way. Where a pastor or a member of the church

has been tried by the church (of which he is a member) and desires to appeal to the Pastoral Ministry Commission, he must notify the church of his intention at least ten (10) days previous to making the appeal and within ten (10) days after the decision of the council of said church.

ARTICLE F - MARRIAGE

- F-1. Marriage is a biblical institution established by God as clearly described in the Scriptures. The Allegheny Region and her churches recognizes that marriage is the uniting of one (1) man and one (1) woman in covenant commitment. Accordingly, this body, her churches and her facilities, her pastors and staff will only officiate marriages between one (1) man and one (1) woman.

AMENDMENTS TO BY-LAWS

The By-Laws may be amended by the Administrative Council by a two-third vote of its total members at a regularly scheduled meeting, provided the amendment shall have been presented in writing and discussed at the previous regularly scheduled meeting.