

**THE DISCIPLINE**  
**of**  
**THE WESLEYAN HOLINESS CHURCH**  
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*Printed* .....

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## **PART 1. BASIC PRINCIPLES**

### **Chapter I**

#### **HISTORY**

##### **A. The Origin of the Wesleyan Movement**

1. The Wesleyan movement centers on the scriptural truth concerning the doctrine and experience of holiness, which declares that the atonement in Christ provides not only for the regeneration of sinners but for the entire sanctification of believers. A revival of these scriptural truths concerning Christian perfection and scriptural holiness took place under the leadership of John Wesley in the eighteenth century, and continues in various ways until the present.

2. Nurtured in a devout home, John Wesley committed himself to a search after God from earliest childhood. While at Oxford, together with his brother Charles and a few other serious-minded collegians, he methodically pursued holiness through systematic Bible study, prayer, good works, intensive examination, and reproof. The group earned the nicknames of the "Holy Club" and of "Methodists," but Wesley did not earn the assurance of salvation. Having graduated from Oxford, and having been ordained as a clergyman in the state church, he intensified his search for peace through legalism and self-discipline. The turning point came at a prayer meeting in Aldersgate Street, London, May 24, 1738, when he perceived the way of faith and found his heart "strangely warmed" in the new birth. As he went on to the experience of entire sanctification, he shared his testimony and teaching with others, and a spiritual awakening spread across the British Isles and to America.

3. It was not Wesley's purpose to found a church, but the awakening brought about the spontaneous origin of the "societies" which grew into the Methodist movement. Near the end of 1739, there came to Wesley, in London, eight or ten persons who appeared to be deeply convinced of sin and earnestly groaning for redemption. They desired, as did two or three more the next day, that he would spend some time with them in prayer, and advise them how to flee from the wrath to come, which they saw continually hanging over their heads. A day was appointed when they might all come together, which from thence forward they did every week; namely, on Thursday in the evening. To these, and as many more as desired to join with them (for their number increased daily), he gave those advices which he judged most needful for them and they always concluded their meeting with prayer. The Membership Commitments found in this *Discipline* (130-132) represent in revised form the General Rules which Wesley gave to the members of the societies to enable them to test the sincerity of their purpose and to guide them in holy living.

4. The movement spread to America by the emigration of Methodists, who, beginning in 1766, began to organize the Methodist "classes" and "societies" in the colonies. In December 1784, the Methodist Episcopal Church was organized at the Christmas Conference in Baltimore, Md. The new church experienced a miraculous growth, especially on the frontier, and quickly became one of the major religious forces in the new nation.

## **B. The Organization of The Wesleyan Methodist Connection**

6. John Wesley and the early Methodist leaders in America had been uncompromising in their denunciation of human slavery. But with the invention of the cotton gin, the economic advantages of slavery involved many ministers and members of the Methodist Episcopal Church in slaveholding. When a group of ministers in the New England Conference, led by Orange Scott, began to agitate anew for the abolition of slavery, the bishops and others in the church sought to silence them lest the peace of the church be disturbed.

7. The inward compulsion of truth met by the outward compulsion of ecclesiastical authority led to a series of withdrawals of churches and ministers from the Methodist Episcopal Church. The earliest extensive withdrawal was in Michigan, and led on May 13, 1841, to the formation of an annual conference using the name, "The Wesleyan Methodist Church." The withdrawal which had the most far-reaching consequences occurred in New England and New York late in 1842. In November 1842, Orange Scott, Jotham Horton, and La Roy Sunderland withdrew, publishing their reasons in the first issue of *The True Wesleyan*, and they were joined in the following month by Luther Lee and Lucius C. Matlack. A call was issued to those interested in the ultimate formation of a new church, free from episcopacy and slavery, to meet at Andover, Mass., February 1, 1843. At Andover a call was issued for an organizing convention.

8. The organizing convention for the Wesleyan Methodist Connection of America was held at Utica, NY, May 31 to June 8, 1843. The new organization was a "Connection" of local churches organized in annual conferences. It avoided the episcopacy, and provided for equal ministerial and lay representation in all of its governing bodies. Moral and social reform were strongly emphasized, with slaveholding and all involvements with intoxicating liquors being prohibited.

## **C. The Revival of the Wesleyan Experience**



**11.** The Wesleyan Methodist Connection saw the crusade against slavery carried to a conclusion in the Civil War. Afterwards, many felt there was no reason for the Connection as such to continue, and returned to the larger Methodist bodies. Others felt, as was expressed by the 1867 General Conference, that the effects of slavery were not yet eradicated, and that the historic stand against intoxicating liquors, and the increasingly firm stand against lodges and secret societies, could only be maintained by the continued existence and activity of the Connection.

**12.** At its first General Conference in 1844, the Connection had adopted an article of religion on "Sanctification," becoming the first denomination to do so. But the doctrine and experience suffered neglect and decline among all branches of Methodism in the mid-nineteenth century. To renew them, God raised up a revival of holiness promoted through literature, evangelistic meetings, and camp meetings that swept throughout Methodism and across denominational lines. The first national camp meeting, which developed into the National Holiness Association, was held in 1867. The revival led to the establishment of several new holiness denominations and to the renewing and redirecting of others.

**13.** This spiritual revival, promoted vigorously by a corps of itinerant evangelists, soon established holiness as the major tenet of the Wesleyan Methodist Connection, which had formerly majored on social and political reform. In 1883, the General Conference adopted a resolution requiring the preaching of entire sanctification, and by 1893 new articles of religion on regeneration and entire sanctification had been adopted by the General Conference, the annual conferences, and the local churches.

#### **D. The Development of The Wesleyan Methodist Church**

**16.** The revival of holiness which swept the Wesleyan Methodist Connection introduced a new emphasis on evangelism. The need for organized efforts of church extension and the need to conserve converts led to the gradual development of a more formal organization as a church rather than a connection. In 1891, the name was changed to the *Wesleyan Methodist Connection (or Church) of America*, and the denomination moved beyond a leadership largely confined to publications (editor and publisher) to elect a general missionary superintendent. Gradually other departmental executives were added. In 1947, the name was changed to *The Wesleyan Methodist Church of America*, and a central supervisory authority was established with the general conference president as the full-time leader of the denomination, and the Board of Administration as the central and coordinating board of control. In 1957, the denominational headquarters was moved from Syracuse, NY, where it had been for over a century, to Marion, Ind. In 1959, the plan for a general conference president was superseded by one calling for three general superintendents.

**17.** Various ministers and local churches affiliated themselves with The Wesleyan Methodist Church at different times throughout its history. But its home base and missionary work were appreciably augmented by the affiliation of three organizations.

(1) The *Hephzibah Faith Missionary Society* was organized in 1893 and eventually established headquarters at Tabor, Iowa. Some of its ministers and churches in Nebraska, its Brainerd Indian School near Hot Springs, S. Dak., and its mission field in Haiti became part of The Wesleyan Methodist Church in 1948.

(2) The *Missionary Bands of the World*, organized in 1885 as the Pentecost Bands, an auxiliary of the Free Methodist Church, became a separate organization in 1895, changed names in 1925, and in 1958 merged its churches in Indiana and its mission fields in central India and Jamaica with The Wesleyan Methodist Church.

(3) *The Alliance of the Reformed Baptist Church of Canada* was organized in 1888 as the result of the sanctification of several Baptist ministers. In 1966 it merged its churches in New Brunswick, Nova Scotia, and Maine, and its mission fields in Africa with The Wesleyan Methodist Church.

**18.** The Wesleyan Methodist Church became international with its spread to Canada, and the establishment, development, and acquisition through merger of mission fields in Sierra Leone, India, Colombia, Japan, Haiti, Jamaica, Puerto Rico, Honduras, Mexico, Taiwan, Australia, New Guinea, Nepal, Rhodesia, and South Africa.

## **E. The Formation and Development of The Pilgrim Holiness Church**

**23.** The Pilgrim Holiness Church came into being as a result of the revival of scriptural holiness that swept across the various denominations in America in the last half of the nineteenth century; the same awakening that had rechanneled the energies of the Wesleyan Methodist Connection from social and political reform to holiness evangelism (12-13). The awakening crystallized in the establishment of many nondenominational and interdenominational holiness unions and associations and independent churches. Toward the close of the nineteenth century many of like precious faith began to draw together in the unity of the Spirit.

**24.** A focal point for the beginning of The Pilgrim Holiness Church as an organization was the formation of the *International Holiness Union and Prayer League* in September 1897, at Cincinnati, Ohio, in the home of Martin Wells Knapp. Rev. Seth C. Rees was chosen President, and Rev. Martin Wells Knapp, vice-president. The union was not thought of as a church or intended as such, but was an interdenominational fellowship, marked by simplicity and the absence of restrictions. The primary purpose of the Union was to unite holiness people in promoting worldwide holiness evangelism. A fourfold emphasis was declared concerning the regeneration of sinners, the entire sanctification of believers, the premillennial and imminent return of the Lord Jesus Christ, and the evangelization of the world. The Union met the need of many people for fellowship and cooperation in the spread of scriptural holiness and grew rapidly. Extensive revival work was carried on by members of the Union, resulting in the formation of many city missions, churches, rescue homes, and camp meetings.

**25.** In the annual meeting of the Union held in July 1900, the name was changed to *International Apostolic Holiness Union* in order to express more fully the aim of promoting a return to apostolic principles and practices. Also in 1900 the foreign missionary work began as members of the Union went out as faith missionaries to South Africa, India, Japan, the West Indies, and South America.

**26.** The Union gradually developed into a church organization in order to provide church homes for the converts and the conservation of the work. In 1905 the name was changed to *International Apostolic Holiness Union and Churches*. The interdenominational features also faded out, and in 1913 the name was altered to *International Apostolic Holiness Church*.

**27.** In 1919, the Indiana, Illinois-Missouri, and Kansas-Oklahoma Conferences of the *Holiness Christian Church* were received by the General Assembly of the International Apostolic Holiness Church, and the name of the united body was adopted as the *International Holiness Church*. The Holiness Christian Church had its beginning in a revival movement around Philadelphia, Pennsylvania, in 1882, and was organized at Linwood, Pennsylvania, in 1889 as the Holiness Christian Association. By 1919 it was known as the Holiness Christian Church and was composed of four conferences; it also sponsored a missionary work in Central America.

**28.** The Pentecostal Rescue Mission joined the International Holiness Church in March 1922, and became the New York District. It had originated at Binghamton, NY, in 1897, and had spread until it included missions, rescue work, camp meetings, orphanage activities, churches, and a missionary work in Alaska.

**29.** In October 1922, the General Assembly, in special session, received *The pilgrim Church* of California and adopted the name, *The Pilgrim Holiness Church*. The Pilgrim Church was first organized on May 27, 1917, as the Pentecost-Pilgrim Church in Pasadena, Calif. By 1922, a school known as Pilgrim Bible School had been established and a periodical was being published at Pasadena, Calif., and missionaries had been sent out to Mexico.

**30.** In 1924, a group of several churches known as the *Pentecostal Brethren in Christ* united with and became a part of the Ohio District of The Pilgrim Holiness Church.

**31.** In 1925, *The People's Mission Church*, with headquarters at Colorado Springs, Colo., became a part of The Pilgrim Holiness Church. It was the outgrowth of revival work that began in 1898 in Colorado Springs and spread through several surrounding states. A Bible school was operated, a periodical published, and a camp meeting maintained at Colorado Springs.

**32.** In 1946, *The Holiness Church* of California was received by the General Conference into The Pilgrim Holiness Church. This Church, which began in a revival movement in 1880 and was first known as The Holiness Bands, maintained a Bible school at El Monte, California, and a growing missionary work in Peru and Palestine.

**33.** *The Africa Evangelistic Mission*, with headquarters at Boksburg, Transvaal, South Africa, was received by The Pilgrim Holiness Church in 1962. The Mission carried on work organized into three districts, two of which were located in the Orange Free State and Transvaal in the Republic of South Africa, and a third district comprising extensive work in Mozambique.

**34.** The growth of The Pilgrim Holiness Church continued through revival work and evangelism in greater measure than by the uniting of other bodies. An important turning point in the organizational structure was reached in 1930 when the General Assembly unified the administration of the denomination by providing for one general superintendent, one General Board, and a general headquarters at Indianapolis, Ind. In 1958 a plan for three general superintendents was inaugurated. In 1962 the General Conference, known until 1942 as the General Assembly, was designated as the International Conference in recognition of the growth and development of the overseas work.

35. The original purpose of the founders of The Pilgrim Holiness Church to promote worldwide holiness evangelism remained an indelible characteristic. Missionary work was carried on in many lands, and The Pilgrim Holiness Church extended beyond the United States and Canada to the following places: South Africa, including Natal, Transvaal, Cape Province, and Orange Free State; Swaziland; Mozambique; Zambia; the Caribbean area, including Grand Cayman, Jamaica, St. Croix, St. Thomas, Saba, St. Kitts, Nevis, Antigua, Barbuda, Barbados, St. Vincent, Trinidad and Tobago, and Curacao; Guyana; Suriname; Brazil; Peru; Mexico; Philippine Islands; England.

#### **F. The Formation of The Wesleyan Church**

37. Merger between The Pilgrim Holiness Church and The Wesleyan Methodist Church of America was proposed at various times, and was voted upon by the General Conferences of the two bodies in 1958 and 1959, failing to pass in the Wesleyan Methodist General Conference by a margin of a single vote. In 1962, the General Conference of The Pilgrim Holiness Church took action expressing renewed interest in union with The Wesleyan Methodist Church. In 1963, the General Conference of The Wesleyan Methodist Church took like action, instructing its Committee on Church Union to pursue its work with all due diligence. On June 15, 1966, the Thirty-second General Conference of The Wesleyan Methodist Church adopted The Basis for Merger and Constitution, and subsequently the annual conferences and local churches ratified the action. On June 16, 1966, the Twenty-Fifth International Conference of The Pilgrim Holiness Church also adopted The Basis for Merger and Constitution. Thus the formation of *The Wesleyan Church* was authorized. The General Board of The Pilgrim Holiness Church and the General Board of Administration of The Wesleyan Methodist Church cooperated in planning the uniting General Conference, and in preparing the new book of *Discipline* for its consideration. On June 26, 1968, The Pilgrim Holiness Church and The Wesleyan Methodist Church of America were united to form The Wesleyan Church.

#### **G. Foundations and Development of the Missionary Bands of the World in Jamaica**

38. The Missionary Bands of the World date its earliest beginnings to July 25, 1885. Vivial A. Dake, a Free Methodist under burden for revival, established "The Pentecost Band" as an evangelistic movement. The Bands became an independent organization in February 1895. The annual Conference of 1925 changed the name to, Missionary Bands of the World, Incorporated (17:2).

39. God incorporated Caribbean persons in the divine drama of founding the Missionary Bands of the World in Jamaica. Rev. I. S. Tate learned of entire sanctification through the writings of Rev. A. M. Hills, and correspondence with him. Experiencing and expounding the doctrine of holiness led to his expulsion from his denomination. He then established the first native Holiness work in Western Jamaica called, the "Christian Catholic Church." Miss Ella Ruddock was a notable convert. Sensing a call to service, Miss Ruddock studied at Taylor University, Upland, IN. Before returning to Jamaica in 1912, she learned of The Pentecost Bands, visited, and invited them to send reinforcements to Jamaica.

40. In 1915, Miss Susan Schlatter, an unofficial US volunteer, joined Miss Ruddock. "Miss Ella" and "Sister Susie" laboured energetically and fruitfully together until 1923 when Miss Schlatter returned to the United

States. In 1921, Brother John Clark, formerly a minister of Pastor Tate's Christian Catholic Church, associated with Ruddock and Schlatter. The three then registered as trustees of the Pentecost Bands of the World.

41. On November 29, 1925, Miss Stella Bare came as one of the first, official, Missionary Bands of the World missionaries to serve the Jamaica church. She went on furlough in 1928 for about four years, returning to her beloved labours in 1932. Thereafter she worked for twenty years without furlough. Often she was the only missionary on the field. Often malaria severely battered her. She was, however, a towering example of evangelistic zeal, very sacrificial living and giving, and unspotted spiritual integrity. To Jamaican ministers and members she was their "apostle." Despite the rigours of her life and labours she lived 78 full years. In the Spring of 1954, she died in the USA during the building of the large Torrington tabernacle. Naming it the Stella Bare Memorial Tabernacle was in honour of her outstanding service.

42. Some other early missionaries were Miss Albretta Amis; Miss Josina F. Dennewitz (eventually buried in Jamaica); Miss Edna Mae Carter; and Malcolm and Angeline Beirnes.

43. About 1933 Isabelle Jacobs (later Davis) and Violet Hislop became the first appointed "Bible Women." Early Jamaican pastors were Sister Vera Wilson; Rev. Amos King; and Rev. Stanley Hewling.

44. As a part of the Missionary Bands of the World, the Missionary Bands of the World in Jamaica had two, pre-1968 merger relationships. Merger with the Church of God (Holiness) began in 1930. Mutual termination came, however, in 1940. The second relationship was with the Wesleyan Methodist Church of America (16). The Bands proposed affiliation in August 1957. Leaders of both bodies addressed concerns of holiness identity that the Jamaica conference formally expressed on November 18, 1957. The conference thus became a willing participant in the 1958 merger (17:2). One means of identity maintenance was that the Jamaica conference would continue to use its name, *The Missionary Bands of the World in Jamaica*.

45. First begun in 1931--the same time as the leaders convened the first annual conference--the traditional, campmeeting-type annual convention grew, in future years, to night attendances of over 1,500.

46. The year 1931 also witnessed a definite effort to establish the first Bible School to train national pastors. The years that followed saw some set backs from inadequate facilities and unavailability of teachers. Training prospects greatly improved with the purchase, in 1949, of six and two-thirds acres of land at Torrington. Definite forward strides began in 1953 when Rev. and Mrs. R. Glenn Pelfrey arrived to head up the training school. In 1956, the school moved to new facilities incorporated in the construction of a large tabernacle on the new land. Later that year Rev. Pelfrey and his father built a girls' dormitory. Several other buildings followed.

47. The incorporation of the Missionary Bands of the World in Jamaica, also in 1949, was a tremendous moral boost to the entire work.

48. Church and membership growth was steady. Sometimes it was spectacular. Missionaries as well as local workers pursued a strong pioneering programme. In a one period, from 1950 to 1954, the work doubled with the addition of eight organized and two unorganized churches and two outstations.

49. Significant indigenous development took place in 1960. Rev. Arthur J. Calhoon, a missionary having administrative responsibilities both for Haiti and for Jamaica, visited Jamaica and formally reorganized the conference. Delegates elected Rev. Amos King as the first national conference president along with other national officers. The conference also adopted an annual budget and took steps to initiate a vigorous and continuing program of self-support.

## **H. Foundations and Development**

### **of the Pilgrim Holiness Church in the Caribbean**

50. Missionary burden and activities of several movements and individuals gave rise to the work of the Pilgrim Holiness Church in the Caribbean.

51. Earliest, indirect, but related beginnings involved two Caribbean ministers. In 1890, Samuel. H. Bayley of Barbados and D. A. Ross of St. Kitts attended a holiness and missionary convention in New York. They urged the convention to extend such anointed evangelism to the West Indies. Volunteers made early response. There was great spiritual hunger among Caribbean peoples. One report states, "revival spread like fire through a pine tree forest."

52. Rev. S. H. Bayley returned to Barbados in 1892 to conserve the fruit of this evangelism. That year he founded the Immanuel Mission and served as its General Superintendent. He died on Good Friday, 1899. Rev. J. W. Humphrey succeeded him, and the work grew to ten "stations." In discussions with Rev. R. W. Ives, Brother Humphrey led this work to merge, in 1923, with the Pilgrim Holiness Church.

53. The International Holiness Union and Prayer League (24) and the International Apostolic Holiness Union (25) laid other foundations of the Caribbean work. Rev. C. O. Moulton, who left Cincinnati for the Caribbean on January 15, 1902, was the earliest missionary. He laboured in St. Kitts, but largely on the island of Saba. By 1905, Moulton had also established work in Guyana (then British Guiana). He died there on January 27, 1909.

54. Moulton's death motivated Rev. James M. Taylor. In 1909, he led a team of eleven to do evangelism in many islands and in Guyana. The mission was fruitful in conserving and extending the Moulton labours. In deputation work in the United States, Taylor influenced several to serve as missionaries. He thus greatly furthered the founding of the Caribbean work.

55. About 1910, Irene Blyden--a Saba convert under Moulton--returned from ministerial training at God's Bible School, Cincinnati, OH. She was committed to a call to Africa. Her "Africa" turned out to be Nevis in the Leeward Islands. Her assignment was to follow up the work of the J. M. Taylor evangelism on that island. Later she married Rev. R. Alfred Taylor, also a graduate of God's Bible School. Together they extended and established churches on the island of Nevis.

56. James M. Taylor felt God was not leading him to head up an independent overseas work. He therefore arranged with the International Apostolic Holiness Union and Churches (25, 26) to take over his growing Caribbean endeavours. The General Assembly of this body ratified agreement at Huntington, WV on November 24, 1911. This marked the official beginning of the Pilgrim Holiness Church in the Caribbean.

57. R. G. Finch was the first Board appointed missionary to the Caribbean. He served both in Trinidad and in Barbados. Representative, early missionaries served the Caribbean. The Beirnes brothers, George and William, ministered in Trinidad. William also did a short tour in Saba. Miss Alice Colter (later Mrs. Coon) laboured in Trinidad and in Barbados. Miss Jessie Purdy, worked for many years in Dieppe Bay and St. Paul's, St. Kitts. Rev. & Mrs. O. L. King laid abiding foundations in Antigua. Ms. Lena Stuart served in Saba and at the Bible School in Jamaica.

58. Representative, early Caribbean ministers also made their contributions. James and Rosa Patrick of Trinidad did extensive pioneering in that island. Rhoda Henry (formerly Nisbett), one of the early Nevis converts, served in Nevis and in Antigua. William Greenaway was the leading minister to his people of Montserrat. Sister Simmons was the backbone of the church in her native Saba. Myrtle Lake was one of the towering, single, lady pastors. She served in her native Antigua and in St. Kitts. Lewis S. Braithwaite came into the church with educational training ahead of those ecclesiastical times. He served in Barbados, the island of his birth, and also in Trinidad. H. C. Dixon of the Cayman Islands gave of his fine talents in Jamaica ministry. Azariah M Reynolds, a Jamaican, engaged in bold, unique, and fruitful pioneering and building of churches.

59. In 1922, Rev. R. G. Finch, first General Superintendent of Foreign Missions, divided the Caribbean Area into the five districts, Barbados, Guyana, Jamaica, Northern Islands and Trinidad. A missionary district superintendent, answerable directly to Rev. Finch, administered each of these districts.

60. The Bible Home and Foreign Missionary Society, founded in Attleboro, MA in 1918, had work in the islands of Montserrat, the US Virgin Islands, St. Kitts, and St. Martin. In 1924 Brother John Mayhew, stationed on St. Thomas, negotiated merger with Rev. O. L. King.

61. Significant organizational development took place with the introduction of a developing system of Caribbean supervision under missionary field superintendents. The first, Rev. R. Wingrove Ives, served 1934-1946; Rev. J. M. Walton, 1946-1948; Rev. L. L. Miller, 1948-1954; Rev. E. E. Phillippe, 1954-1969; and Rev. M. L. Peterson, 1969-1970. In 1934, the North American Board designated the districts in the West Indies and Guyana, as *The Caribbean Area*. Rev. Ives then began modified, direct supervision of the missionary district superintendents. Rev. Miller directed the publication of a Caribbean Manual. In 1949, he also instituted a biennial district superintendents' conference held in Barbados, which became the accepted headquarters of the work in the Caribbean. He further enhanced indigenous development by later inviting Rev. Irvine Wickham to be an observer at the district superintendents' convocations. Rev. Phillippe directed the convening of the first quadrennial field conference in 1957. The conference membership consisted of a national representative from each of the organized districts and the superintendents of all organized and unorganized districts. Rev. Peterson's unique contribution appears in a later development.

62. Field and North American leaders judged that the field administrative lines grew too long with the 1959 beginning of work in Brazil. In 1961, the Guyana district ceased, therefore, to be a part of the Caribbean Area. For a while, it became, with Surinam and Brazil, a separate field.

63. The Caribbean field came to one of its historic milestones in April 1965. The work on Barbados became a fully indigenous operation under the district superintendency of Rev. I. M. Wickham.

64. Rev. E. E. Phillippe had the distinction of serving the Caribbean Church longer and in more places than any other US missionary. On August 30, 1929 he and Mrs. Phillippe began their first term, serving in Saba, in St. Croix and in Guyana. During their second term they served the Cayman Islands and Jamaica. Third term service was in Antigua; then, in Guyana and in Jamaica (as circulating district superintendent). The fourth term was the field superintendency in Barbados. The "fifth" term was particularly outstanding. On Caribbean request, the Phillippes graciously consented to assist the field under indigenous leadership by returning to serve as district superintendent of the St. Kitts District for some two years, from 1970 to 1972.

65. Ministerial training began from the earliest days. Each missionary provided this training, locally. Mrs. O. L. King carried a particular burden and organized systematic training classes. In the midst of the turbulent days of World War II, faith and determination resulted in the 1942 opening of a formal Bible college at Constant Spring, Jamaica. Rev. E. E. Phillippe was president. To make the school more accessible to the Area, administrators had the college relocated in Barbados. Instruction at the new site began on October 9, 1951. The mid-1950's ushered in significant curricular and instructional development during the presidency of Rev. Jack W. Lashbrook. This period also witnessed building and property expansion.

66. Indigenous administrative development for the college took place in 1964 with the appointment of Rev. A. Wingrove Taylor as President. Building and property development continued. This peaked in 1968 with the purchase of the adjoining Springfield property. Curricular development also continued, and in 1972 the college graduated its first degree students. The quality of the degree graduates gained the college grateful recognition

by accredited graduate schools, and a number of its graduates successfully pursued graduate studies. Some then went on to earn doctoral degrees.

## I. Development of The Wesleyan Holiness Church in the Caribbean

67. The Pilgrim Holiness Church and the Wesleyan Methodist Church of America merged in 1968 to form The Wesleyan Church (37). In the Caribbean, organizational merger needed to be effected only between the Missionary Bands of the World in Jamaica (44) and the Jamaica District of the Pilgrim Holiness Church. By process and problem solving the exercise had to be patiently perfected. First the two groups met in 1969 for a combined conference and formal reorganization. The churches of both groups became the Jamaica District, and the conference elected Rev. Amos King as the district superintendent. History reveals that mergers can be difficult. This one was no exception. The delegations of five Pilgrim Holiness churches felt that certain conference occurrences left them no option but withdrawal from the body. Challenges of distance soon determined the division of Jamaica into two districts, the Eastern, and the Western. Later, the demands of healing, of the return of the five churches, of aggressive church expansion, and of the best merger orientation dictated the realignment of district boundaries, and the creation of the Northern Jamaica District. Among others, Rev. King by the quality of his saintliness and statesmanship contributed greatly to the effecting and the eventual completing of merger oneness.

68. One of the early blessings of merger has been the gracious partnership of Immanuel General Mission of Japan in the work of the Caribbean Church. Through special divine providence, Dr. David Tsutada founded IGM in 1945, shortly after the end of World War II. It is a remarkable, indigenous, independent holiness denomination. In 1952, IGM and the Wesleyan Methodist Church inaugurated the Immanuel Wesleyan Federation. The federation preserved the autonomy of both bodies, but provided unique cooperation in missionary operations. The 1968 merger endorsed the federation. In 1969, Rev. and Mrs. Philip Hirai became IGM's first missionaries to the Caribbean as teachers at the Bible school in Jamaica. Since then, IGM has maintained uninterrupted, sacrificial, missionary presence and participation.

69. It became the historic responsibility of Rev. M. L. Peterson to lead to advanced indigenous development and the election of a Caribbean field superintendent at the specially called 1970 field conference. Election brought to this leadership, Rev. A. Wingrove Taylor, a son of the early Nevis pioneers (55). In accordance with *The Discipline* of The Wesleyan Church, the indigenous conference also adopted the merger name of The Wesleyan Holiness Church (102; 172:2). A new era of history had begun for The Wesleyan Holiness Church of the Caribbean

70. Further significant development followed when in 1974 the Caribbean became the first provisional general conference under the World Organization of The Wesleyan Church (1001-1013). The conference reelected the field superintendent as general superintendent. The conference also adopted a new Discipline and elected voluntary general officers and a general board of administration.

71. Church extension and missions was the official goal of the new conference. The first conference motto was, "Christ To and From The Caribbean." Specifically, the conference set itself the task of having The Wesleyan Holiness Church enter a new island each quadrennium. The General Board of Administration also supported the General Superintendent in giving special attention to promoting self-support and to strengthening merger oneness. Early in the first quadrennium, the conference had reason to give God great thanks. Working together, general and local leaders found agreeable solutions to the merger separation, and had the joy of seeing the reincorporation into the body of the five Jamaica churches. By the end of the second quadrennium, the Church had entered the new islands of St. Lucia and St. Maarten. All of the organized and unorganized districts also provided their own financial support and elected their own district superintendents. By the end of the fourth quadrennium the Church had entered two other new islands, Tortola and Anguilla. The missions breakthrough finally came during the fifth quadrennium. In January 1992 the Church sent a former district superintendent of Western Jamaica, Rev. Brian McKitty and his family, to pioneer work in Belize, Central America.



72. The feasibility of operating the two ministerial training schools inherited in merger was an ongoing concern. After years of study and discussion, the general board of administration voted at its annual meeting in 1994 to devise a plan to merge the two schools, maintaining operations at the Jamaica campus.

73. At the 1994 quadrennial conference, the first general superintendent retired. The delegates, on the first ballot, elected as the Church's new general superintendent, Dr. Job N. Ward, a 1974 graduate of the Barbados college.

\*The Wesleyan Holiness Church is the approved name adaptation of The Wesleyan Church in the Caribbean Provisional General Conference organized April 1974. The Wesleyan Church was formed in 1968 through the union of The Pilgrim Holiness Church and The Wesleyan Methodist Church of America.

## Chapter II

### MISSION OF THE WESLEYAN HOLINESS CHURCH

75. The Wesleyan Holiness Church has grown out of a revival movement which has historically given itself to one mission - the spreading of scriptural holiness throughout every land. The message which ignited the Wesleyan revival was the announcement that God through Christ can forgive man of his sins, transform him, free him from inbred sin, enable him to live a holy life, and bear witness to his heart that he is indeed a child of God. The message was based on the Scriptures, was verified in personal experience, and came not only in word but in the power of the Spirit. It was dynamic and contagious, and was communicated from heart to heart and from land to land. It adapted itself to and gave new vitality and purpose to various kinds of church organizations.

76. The Wesleyan Holiness Church believes that to spread scriptural holiness throughout every land involves joining the entire church of Christ in a full-orbed mission to the world, including the following:

- (1) Sharing the divine revelation of full salvation through Christ as recorded in the Holy Scriptures so as to evangelize the lost and to minister redemptively to human society and its institutions.
- (2) Relating new converts to local churches and providing Spirit-filled and well-trained pastors and leaders for the same.
- (3) Developing in the converts patterns of worship to God and of fellowship with other believers.
- (4) Discipling them in turn to be witnesses for their Lord.
- (5) Guiding believers to experience entire sanctification so they are enabled to live whole and holy lives.
- (6) Providing for them lifelong nurture and instruction, encouraging each to grow toward spiritual maturity in Christ Jesus.
- (7) Helping them to develop a Christian interpretation of life and the universe, training them to be good stewards of the talents, time, opportunities, and resources with which Christ has entrusted them.
- (8) Equipping them for lives of dynamic service to God and man, so that the full potential God has designed for each of them may be realized.

79. **Official Church Names.** In keeping with the provisions of paragraphs 102 and 172:2, the following adaptations of the Church name have been approved for the various units of The Wesleyan Church as listed. These are printed for information only. Changes may be authorized when necessary by the General Board of Administration.

*Australia: The Wesleyan Methodist Church*

**Brazil: Igreja Evangelica Wesleyana**

British Isles: The Wesleyan Holiness Church

Caribbean (cf. 995): The Wesleyan Holiness Church

Colombia: La Iglesia Wesleyana de Colombia

Guyana: The Wesleyan Church

Haiti: L'Eglise Wesleyenne d'Haiti

Honduras: Mision Metodista Zion

India: The Wesleyan Methodist Church

Indonesia: Yayasan Gereja Wesleyan Indonesia

Liberia: The Wesleyan Church of Liberia

Mexico: Iglesia Evangelica de los Peregrinos

Mozambique: Igreja Emmanuel Evangelica Wesleyana  
Peru: Iglesia de Santidad de los Peregrinos  
Philippines (cf. 997): The Wesleyan Church of the Philippines  
Sierra Leone: The Wesleyan Church of Sierra Leone  
South Korea: Jesus Korea Wesleyan Church  
South Africa Bantu: The Emmanuel Wesleyan Church  
South Africa European: *The Wesleyan Church*  
Suriname: De Wesleyaanse Gemeente  
Swaziland: The Emmanuel Wesleyan Church  
Transkei: The Emmanuel Wesleyan Church  
United States and Canada: *The Wesleyan Church*  
Zambia: The Pilgrim Wesleyan Church  
Zimbabwe: The Wesleyan Church

## Chapter III

### CLASSIFICATION OF CHURCH LAW

#### A. Constitutional Law

91. **Relationship to Essentials.** The Essentials of The Wesleyan Holiness Church consist of an historic statement of faith and practice and are set forth in the Charter of the Wesleyan World Fellowship. Each general conference of the Wesleyan World Fellowship must subscribe to the Essentials pronouncements and must not contravene any of its provisions in its constitution, articles of religion, or discipline. The Caribbean General Conference does so subscribe. The Articles of Religion and other statements of faith and practice which are a part of the Constitution of the Caribbean General Conference are in accord with the Essentials of The Wesleyan Holiness Church and are not intended to contravene or contradict them at any point.
92. **Identification.** The Constitution of the Caribbean General Conference of The Wesleyan Holiness Church consists of Articles I through XI, paragraphs 101 through 185, including the Preamble, Name, Articles of Religion, Membership Commitments, Elementary Principles, Observance of Sacraments, Membership, The Ministry, Organization and Government, Powers and Restrictions of the General Conference, The Supreme Judiciary, and Amendments. The Constitution may be amended as set forth in paragraph 185.
93. **Function.** The Constitution is that body of laws (cf. 92) that sets forth fundamental doctrines and practices, the basic laws, principles, and restrictions by which the Church is governed, and guarantees certain rights to its members and ministers. The Constitution takes precedence over statutory law, ritual, and all other laws and official actions of the governing bodies and officers within its jurisdiction (cf. 100). It is the law to which all statutory law, ritual, and any other legislative or official actions must conform.

#### B. Statutory Law

94. Statutory law consists of legislation passed by the General Conference by a majority vote in fulfillment of its duties as set forth in the Constitution and in keeping with its provisions and restrictions and printed by order of the General Conference in *The Discipline* of The Wesleyan Holiness Church. Such statutory law is the authority for all of the Caribbean General Conference of The Wesleyan Holiness Church, including its members, ministers, churches, districts, institutions, auxiliary organizations, corporations, general departments and offices, agencies, and any other official bodies (cf. 100). Statutory law remains in effect until amended, rescinded, or declared unconstitutional.
95. All changes in or additions to the statutory laws take effect when *The Discipline* is published following the adjournment of the General Conference unless an earlier time is ordered by a two-thirds vote of the General Conference.

#### C. Ritual

97. The ritual of The Wesleyan Holiness Church consists of those rites and ceremonies contained in *The Discipline* of The Wesleyan Holiness Church (cf. 16611791), officially approved by the General Conference by a majority of those present and voting. The "Reception of Full Members" in the ritual for the "Reception of Members" (1676), and the "Examination of Candidates" in the rituals for the "Ordination of Elders" (1720) and the "Commissioning of Ministers" (1736) have the authority of statutory law and must be followed as prescribed. In the remainder of the Ritual, a measure of flexibility is permitted as long as nothing contradicts the Articles of Religion or any other part of the Constitution.

#### **D. Current Authority**

100. The current issue of *The Discipline* of The Wesleyan Holiness Church is the only valid authority for the Caribbean General Conference and its subordinate units, with the exception of those units under the General Department of World Missions and the provisional general conferences which have been authorized to have their own disciplines by the General Board of Administration (cf. 172:2; 1001:4-5; 1007:6).

### **Chapter IV**

## **THE CONSTITUTION OF THE CARIBBEAN GENERAL CONFERENCE**

### **Preamble**

101. In order that we may wisely preserve and pass on to posterity the heritage of doctrine and principles of Christian living transmitted to us as evangelicals in the Arminian-Wesleyan tradition, and to insure church order by sound principles of ecclesiastical polity, and to prepare the way for more effective cooperation with other branches of the church of Christ in all that makes for the advancement of God's kingdom among men, we, the ministers and lay members of The Wesleyan Holiness Church meeting in official assemblies, do hereby ordain, establish, and set forth as the fundamental law, or constitution of The Wesleyan Holiness Church the articles of religion, rules of Christian living, privileges and conditions of church membership, and articles of organization and government, here following:

### **Article I. Name**

102. The name of this communion is *The Wesleyan Holiness Church*, an adaptation of the denominational name, *The Wesleyan Church* (in keeping with provisions 172:2 of *The Discipline* of *The Wesleyan Church*).

### **Article II. Articles of Religion**

#### **1. Faith in the Holy Trinity**

103. We believe in the one living and true God, both holy and loving, eternal, unlimited in power, wisdom, and goodness, the Creator and Preserver of all things. Within this unity there are three persons of one essential nature, power, and eternity - the Father, the Son, and the Holy Spirit.

Gen. 1:1; 17:1; Ex. 3:13-15; 33:20; Deut. 6:4; Ps. 90:2; Isa. 40:28-29; Matt. 3:16-17; 28:19; John 1:1-2; 4:24; 16:13; 17:3; Acts 5:3-4; 17:24-25; I Cor. 8:4,6; Eph. 2:18; Phil. 2:6; Col. 1:16-17; I Tim. 1:17; Heb. 1:8; I John 5:20.

#### **II. The Father**

104. We believe the Father is the Source of all that exists, whether of matter or spirit. With the Son and the Holy Spirit, He made man in His image. By intention He relates to man as Father, thereby forever declaring His goodwill toward man. In love, He both seeks and receives penitent sinners.

Ps. 68:5; Isa. 64:8; Matt. 7:11; John 3:17; Rom. 8:15; I Peter 1:17.

#### **III. The Son of God**

105. We believe in Jesus Christ, the only begotten Son of God. He was conceived by the Holy Spirit and born of the Virgin Mary, truly God and truly man. He died on the cross and was buried, to be a sacrifice both for original sin and for all the transgressions of men, and to reconcile us to God. Christ rose bodily from the dead, and ascended into heaven, and there intercedes for us at the Father's right hand until He returns to judge all men at the last day.

Ps. 16:8-10; Matt. 1:21,23; 11:27; 16:28; 27:62-66; 28:5-9,16-17; Mark 10:45; 15; 16:6-7; Luke 1:27,31,35; 24:4-8,23; John 1:1,14,18; 3:16-17; 20:26-29; 21; Acts 1:2-3; 2:24-31; 4:12; 10:40; Rom. 5:10,18; 8:34; 14:9; I Cor. 15:3-8,14; II Cor. 5:18-19; Gal. 1:4; 2:20; 4:4-5; Eph. 5:2; I Tim. 1:15; Heb. 2:17; 7:27; 9:14,28; 10:12; 13:20; I Peter 2:24; I John 2:2; 4:14.

#### IV. The Holy Spirit

**106.**We believe in the Holy Spirit who proceeds from the Father- and the Son and is of the same essential nature, majesty, and glory, as the Father and the Son, truly and eternally God. He is the Administrator of grace to all mankind, and is particularly the effective Agent in conviction for sin, in regeneration, in sanctification and in glorification. He is ever present, assuring, preserving, guiding, and enabling the believer

Job 33:4; Matt. 28:19; John 4:24; 14:16-17; 15:26; 16:13-15; Acts 5:34; Rom. 8:9; II Cor. 3:17; Gal. 4:6.

#### *V. The Sufficiency and Full Authority of the Holy Scriptures for Salvation*

**107.**We believe that the books of the Old and New Testaments constitute the Holy Scriptures. They are the inspired and infallibly written Word of God, fully inerrant in their original manuscripts and superior to all human authority, and have been transmitted to the present without corruption of any essential doctrine. We believe that they contain all things necessary to salvation; so that whatever is not read therein, nor may be proved thereby, is not to be required of any man that it should be believed as an article of faith, or be thought requisite or necessary to salvation. Both in the Old and New Testaments life is offered to mankind ultimately through Christ, who is the only Mediator between God and man. The New Testament teaches Christians how to fulfill the moral principles of the Old Testament, calling for loving obedience to God made possible by the indwelling presence of His Holy Spirit.

The canonical books of the Old Testament are:

Genesis, Exodus, Leviticus, Numbers, Deuteronomy, Joshua, Judges, Ruth, I Samuel, II Samuel, I Kings, II Kings, I Chronicles, II Chronicles, Ezra, Nehemiah, Esther, Job, Psalms, Proverbs, Ecclesiastes, The Song of Solomon, Isaiah, Jeremiah, Lamentations, Ezekiel, Daniel, Hosea, Joel, Amos, Obadiah, Jonah, Micah, Nahum, Habakkuk, Zephaniah, Haggai, Zechariah, and Malachi.

The canonical books of the New Testament are:

Matthew, Mark, Luke, John, Acts, Romans, I Corinthians, II Corinthians, Galatians, Ephesians, Philippians, Colossians, I Thessalonians, II Thessalonians, I Timothy, II Timothy, Titus, Philemon, Hebrews, James, I Peter, II Peter, I John, II John, III John, Jude, Revelation.

Ps. 19:7; Matt. 5:17-19; 22:37-40; Luke 24:27,44; John 1:45; 5:46; 17:17; Acts 17:2,11; Rom. 1:2; 15:4,8; 16:26; II Cor. 1:20; Gal. 1:8; Eph. 2:15-16; I Tim. 2:5; II Tim. 3:15-17; Heb. 4:12; 10:1; 11:39; James 1:21; I Peter 1:23; II Peter 1:19-21; I John 2:3-7; Rev. 22:18-19.

#### VI. God's Purpose for Man

**108.**We believe that the two great commandments which require us to love the Lord our God with all the heart, and our neighbors as ourselves, summarize the divine law as it is revealed in the Scriptures. They are the perfect measure and norm of human duty, both for the ordering and directing of families and nations, and all other social bodies, and for individual acts, by which we are required to acknowledge God as our only Supreme Ruler, and all men as created by Him, equal in all natural rights. Therefore all men should so order all their individual, social, and political acts as to give to God entire and absolute obedience, and to assure to all men the enjoyment of every natural right, as well as to promote the fulfillment of each in the possession and exercise of such rights.

Lev. 19:18,34; Deut. 1:16-17; Job 31:13-14; Jer. 21:12; 22:3; Micah 6:8; Matt. 5:44-48; 7:12; Mark 12:28-31; Luke 6:27-29,35; John 13:34,35; Acts 10:34-35; 17:26; Rom. 12:9; 13:1,7-8,10; Gal. 5:14; 6:10; Titus 3:1; James 2:8; I Peter 2:17; I John 2:5; 4:12-13; II John 6.

#### VII. Marriage and the Family

**109.** We believe that man is created in the image of God, that human sexuality reflects that image in terms of intimate love, communication, fellowship, subordination of the self to the larger whole, and fulfillment. God's Word makes use of the marriage relationship as the supreme metaphor for His relationship with His covenant people and for revealing the truth that that relationship is of one God with one people. Therefore God's plan for human sexuality is that it is to be expressed only in a monogamous lifelong relationship between one man and one woman within the framework of marriage. This is the only relationship which is divinely designed for the birth and rearing of children and is a covenant union made in the sight of God, taking priority over every other human relationship.

Gen. 1:27-28; 2:18,20,23,24; Isa. 54:4-8; 62:5b; Jer. 3:14; Ezek. 16:3ff.; Hosea 2; Mal. 2:14; Matt. 19:4-6; Mark 10:9; John 2:1-2,11; I Tim. 5:14; I Cor. 9:5; Eph. 5:23-32; Heb. 13:4; Rev. 19:7-8.

#### VIII. Man's Choice

**110.** We believe that man's creation in the image of God included ability to choose between right and wrong. Thus man was made morally responsible for his choices. But since the fall of Adam, man is unable in his own strength to do the right. This is due to original sin, which is not simply the following of Adam's example, but rather the corruption of the nature of every man, and is reproduced naturally in Adam's descendants. Because of it, man is very far gone from original righteousness, and of his own nature is continually inclined to evil. He cannot of himself even call upon God or exercise faith for salvation. But through Jesus Christ the prevenient grace of God makes possible what man in himself cannot do. It is bestowed freely upon all men, enabling all who will to turn and be saved.

Gen. 6:5; 8:21; Deut. 30:19; Josh. 24:15; I Kings 20:40; Ps. 51:5; Isa. 64:6; Jer. 17:9; Mark 7:21-23; Luke 16:15; John 7:17; Rom. 3:10-12; 5:12-21; I Cor. 15:22; Eph. 2:1-3; I Tim. 2:5; Titus 3:5; Heb. 11:6; Rev. 22:17.

#### IX. Atonement

**111.** We believe that Christ's offering of himself, once and for all, through His sufferings and meritorious death on the cross provides the perfect redemption and atonement for the sins of the whole world, both original and actual. There is no other ground of salvation from sin but that alone. This atonement is sufficient for every individual of Adam's race. It is unconditionally effective in the salvation of those mentally incompetent from birth, of those converted persons who have become mentally incompetent, and of children under the age of accountability. But it is effective for the salvation of those who reach the age of accountability only when they repent and exercise faith in Christ.

Isa. 52:13-53:12; Luke 24:46-47; Job- 5:16; Acts 3:18; 4:12; Rom. 3:20,24-26; 5:8-11,13,18-20; 7:7; 5:34; I Cor. 6:11; 15:22; Gal. 2:16; 3:2-3; Eph. 1:7; 2:13,16; I Tim. 2:5-6; Heb. 7:23-27; 9:11-15,24-28; 10:14; I John 2:2;4:10.

#### X. Repentance and Faith

**112.** We believe that for man to appropriate what God's prevenient Grace has made possible, he must voluntarily respond in repentance and faith. The ability comes from God, but the act is man's. Repentance is prompted by the convicting ministry of the Holy Spirit. It involves a willful change of mind that renounces sin and longs for righteousness, a godly sorrow for and a confession of past sins, proper restitution for wrongdoings, and a resolution to reform the life. Repentance is the precondition for saving faith, and without it saving faith is impossible. Faith, in turn, is the only condition of salvation. It begins in the agreement of the mind and the consent of the will to the truth of the gospel but issues in a complete reliance by the whole person in the saving ability of Jesus Christ and a complete trusting of oneself to Him as Savior and Lord. Saving faith is expressed in a public acknowledgment of His Lordship and an identification with His church.

Mark 1:15; Luke 5:32; 13:3; 24:47; John 3:16; 17:10; 20:31; Acts 5:31; 10:43; 11:18; 16:31; 20:21; 26:20; Rom. 1:16; 2:4; 10:8-10,17; Gal. 3:26; Eph. 2:8; 4:4-6; Phil. 3:9; II Thess. 2:13; II Tim. 2:25; Heb. 11:6; 12:2; I Peter 1:9; II Peter 3:9.

#### XI. Justification and Regeneration

**113.** We believe that when man repents of his sin and believes on the Lord Jesus Christ, he in the same moment is justified, regenerated, adopted into the family of God, and assured of his salvation through the witness of the Spirit.

We believe that we are accounted righteous before God only on the basis of the merit of our Lord and Savior Jesus Christ, being justified by faith alone, and not on the basis of our own works.

We believe that regeneration is that work of the Holy Spirit by which the pardoned sinner becomes a child of God. This new life is received through faith in Jesus Christ, and by it the regenerate are delivered from the power of sin which reigns over all the unregenerate, so that they love God and through grace serve Him with the will and affections of the heart, receiving the Spirit of Adoption.

Justification: Hab. 2:4; Acts 13:38-39; 15:11; 16:31; Rom. 1:17; 3:28; 4:2-5; 5:1-2; Gal. 3:6-14; Eph. 2:8-9; Phil. 3:9; Heb. 10:38.

Regeneration: John 1:12-13; 3:3,5-8; II Cor. 5:17; Gal. 3:26; Eph. 2:5,10,19; 4:24; Col. 3:10; Titus 3:5; James 1:18; I Peter 1:3-4; II Peter 1:4; I John 3:1.

Adoption: Rom. 8:15; Gal. 4:5, 7; Eph. 1:5.

Witness of the Spirit: Rom. 8: 16-17; Gal. 4:6; I John 2:3; 3: 14, 18-19.

#### XII. Good Works

**115.** We believe that although good works cannot save us from our sins or from God's judgment, they are the fruit of faith and follow after regeneration. Therefore they are pleasing and acceptable to God in Christ, and by them a living faith may be as evidently known as a tree is discerned by its fruit.

Matt. 5:16; 7:16-20; John 15:8; Rom. 3:20; 4:2,4,6; Gal. 2:16; 5:6; Eph. 2:10; Phil. 1:11; Col. 1:10; I Thess. 1:3; Titus 2:14; 3:5; James 2:18,22; I Peter 2:9,12.

#### XIII. Sin after Regeneration

**116.** We believe that after we have experienced regeneration, it is possible to fall into sin, for in this life there is no such height or strength of holiness from which it is impossible to fall. But by the grace of God one who has fallen into sin may by true repentance and faith find forgiveness and restoration.

Mal. 3:7; Matt. 18:21-22; John 15:4-6; I Tim. 4:1, 16; Heb. 10:35-39; I John 1:9; 2:1, 24-25.

#### XIV. Sanctification: Initial, Progressive, Entire

**117.** We believe that sanctification is that work of the Holy Spirit by which the child of God is separated from sin unto God and is enabled to love God with all his heart and to walk in all His holy commandments blameless. Sanctification is initiated at the moment of justification and regeneration. From that moment there is a gradual or progressive sanctification as the believer walks with God and daily grows in grace and in a more perfect obedience to God. This prepares for the crisis of entire sanctification which is wrought instantaneously when the believer presents himself a living sacrifice, holy and acceptable to God, through faith in Jesus Christ, being effected by the baptism with the Holy Spirit who cleanses the heart from all inbred sin. The crisis of entire sanctification perfects the believer in love and empowers him for effective service. It is followed by lifelong growth in grace and the knowledge of our Lord and Savior, Jesus Christ. The life of holiness continues through faith in the sanctifying blood of Christ and evidences itself by loving obedience to God's revealed will.



Gen. 17:1; Deut. 30:6; Ps. 130:8; Isa. 5:1-6,35; Ezek. 36:25-29; Matt. 5:8,48 ; Luke 1:74-75; 3:16-17; 24:49; John 17:1-26; Acts 1:4-5,8; 2:1-4; 15:8-9; 26:18; Rom. 8:3-4; I Cor. 1:2; 6:11; II Cor. 7:1; Eph. 4:13,24; 5:25-27; I Thess. 3:10,12-13; 4:3,7-8;5:23-24; II Thess. 2: 13; Titus 2:11-14; Heb. 10:14; 12:14; 13:12; James 3:17-18; 4:8; I Peter 1:2; II Peter 1:4; I John 1:7,9; 3:8-9; 4:17-18; Jude 24.

#### **XV. The Gifts of the Spirit**

**118.**We believe that the Gift of the Spirit is the Holy Spirit himself, and He is to be desired more than the gifts of the Spirit which He in His wise counsel bestows upon individual members of the Church to enable them properly to fulfill their function as members of the body of Christ. The gifts of the Spirit, although not always identifiable with natural abilities, function through them for the edification of the whole church. These gifts are to be exercised in love under the administration of the Lord of the church, not through human volition. The relative value of the gifts of the Spirit is to be tested by their usefulness in the church and not by the ecstasy produced in the ones receiving them.

Luke 11:13; 24:49; Acts 1:4; 2:38-39; 8:19-20; 10:45; 11:17; Rom. 12:4-8; I Cor. 12:1-14:40; Eph. 4:7-8,11-16; Heb. 2:4; 13:20-21; I Peter 4:8-11.

#### **XVI. The Church**

**119.**We believe that the Christian church is the entire body of believers in Jesus Christ, who is the founder and only Head of the church. The church includes both those believers who have gone to be with the Lord and those who remain on the earth, having renounced the world, the flesh, and the devil, and having dedicated themselves to the work which Christ committed unto His church until He comes. The church on earth is to preach the pure Word of God, properly administer the sacraments according to Christ's instructions, and live in obedience to all that Christ commands. A local church is a body of believers formally organized on gospel principles, meeting regularly for the purposes of evangelism, nurture, fellowship, and worship. The Wesleyan Holiness Church is a denomination consisting of those members within district conferences and local churches who as members of the body of Christ hold the faith set forth in these Articles of Religion and acknowledge the ecclesiastical authority of its governing bodies.

Matt. 16:18; 18:17; Acts 2:41-47; 9:31; 11:22; 12:5; 14:23; 15:22; 20:28; I Cor. 1:2; 12:28; 16:1; II Cor. 1:1; Gal. 1:2; Eph. 1:22-23; 2:19-22; 3:9-10,21; 5:22-33; Col. 1:18,24; I Thess. 1:1; II Thess. 1:1; I Tim. 3:15; Heb. 12:23; James 5:14.

#### **XVII. The Sacraments: Baptism and the Lord's Supper**

**120.**We believe that water baptism and the Lord's Supper are the sacraments of the church commanded by Christ and ordained as a means of grace when received through faith. They are tokens of our profession of Christian faith and signs of God's gracious ministry toward us. By them, He works within us to Quicken, strengthen, and confirm our faith.

We believe that water baptism is a sacrament of the church, commanded by our Lord and administered to believers. It is a symbol of the new covenant of grace and signifies acceptance of the benefits of the atonement of Jesus Christ. By means of this sacrament, believers declare their faith in Jesus Christ as Savior.

Matt 3:13-17; 28:19; Mark 1:9-11; John 3:5,22,26; 4:1-2; Acts 2:38,39,41; 8:12-17,36-38; 9:18; 16:15,33; 18:8; 19:5; 22:16; Rom. 2:28-29; 4:11; 6:3-4; I Cor. 12:13; Gal. 3:27-29; Col. 2:11-12; Titus 3:5.

We believe that the Lord's Supper is a sacrament of our redemption by Christ's death and of our hope in His victorious return, as well as a sign of the love that Christians have for each other. To such as receive it humbly, with a proper spirit and by faith, the Lord's Supper is made a means through which God communicates grace to the heart.

Matt. 26:26-28; Mark 14:22-24; Luke 22:19-20; John 6:48-58; I Cor. 5:7-8; 10:3-4, 16-17; 11:23-29.

#### **XVIII. The Second Coming of Christ**

**123.** We believe that the certainty of the personal and imminent return of Christ inspires holy living and zeal for the evangelization of the world. At His return He will fulfill all prophecies made concerning His final and complete triumph over evil.

Job 19:25-27; Isa. 11:1-12; Zech. 14:1-11; Matt. 24:1-51; 25; 26:64; Mark 13:1-37; Luke 17:22-37; 21:5-36; John 14:1-3; Acts 1:6-11; I Cor. 1:7-8; I Thess. 1:10; 2:19; 3:13; 4:13-18; 5:1-11,23; II Thess. 1:6-10; 2:1-12; Titus 2:11-14; Heb. 9:27-28; James 5:7-8; 11 Peter 3:114; I John 3:2-3; Rev. 1:7; 19:11-16; 22:6-7,12,20.

#### **XIX. The Resurrection of the Dead**

**124.** We believe in the bodily resurrection from the dead of all mankind — of the just unto the resurrection of life, and of the unjust unto the resurrection of damnation. The resurrection of the righteous dead will occur at Christ's Second Coming, and the resurrection of the wicked will occur at a later time. The resurrection of Christ is the guarantee of the resurrection of those who are in Christ. The raised body will be a spiritual body, but the person will be whole and identifiable.

Job 19:25-27; Dan. 12:2; Matt. 22:30-32; 28:1-20; Mark 16:1-8; Luke 14:14; 24:1-53; John 5:28-29; 11:21-27; 20:1-21:25; Acts 1:3; Rom 8:11; I Cor. 6:14; 15:1-58; II Cor. 4:14; 5:1-11; I Thess. 4:13-17; Rev. 20:4-6,11-13.

#### **XX. The Judgment of Mankind**

**125.** We believe that the Scriptures reveal God as the Judge of all mankind and the acts of His judgment are based on His omniscience and eternal justice. His administration of judgment will culminate in the final meeting of mankind before His throne of great majesty and power, where records will be examined and final rewards and punishments will be administered.

Eccl. 12:14; Matt 10:15; 25:31-46; Luke 11:31-32; Acts 10:42; 17:31; Rom. 2:16; 14:10-12; II Cor. 5:10; II Tim. 4:1; Heb. 9:27; II Peter 3:7; Rev. 20:11-13.

#### **XXI. Destiny**

**126.** We believe that the Scriptures clearly teach that there is a conscious personal existence after death. The final destiny of man is determined by God's grace and man's response, evidenced inevitably by his moral character which results from his personal and volitional choices and not from any arbitrary decree of God. Heaven with its eternal glory and the blessedness of Christ's presence is the final abode of those who choose the salvation which God provides through Jesus Christ, but hell with its everlasting misery and separation from God is the final abode of those who neglect this great salvation.

Dan. 12:2; Matt. 25:34-46; Mark 9:43-48; Luke 13:3; John 8:21-23; 14:2-3; II Cor. 5:6,8,10; Heb. 2:1-3; 9:27-28; 10:26-31; Rev. 20:14-15; 21:1-22:5,14-15.

#### **Article III. Membership Commitments**

**130.** To be identified with an organized church is the blessed privilege and sacred duty of all who are saved from their sins, and are seeking completeness in Christ Jesus. From the church's beginnings in the New Testament age, it has been understood that such identification involves putting off the old patterns of conduct and putting on the mind of Christ. In maintaining this Christian concept of a transformed life, The Wesleyan Holiness Church intends to relate timeless biblical principles to the conditions of contemporary society in such a way as to respect the integrity of the individual believer, yet maintain the purity of the church and the effectiveness of its witness. This is done in the conviction that there is validity in the concept of the collective Christian conscience as illuminated and guided by the Holy Spirit. The following items (131) represent historic ethical and practical standards of The Wesleyan Church. While it is hoped that our people will earnestly seek the aid of the Spirit in cultivating a sensitivity to evil which transcends the mere letter of the law, it is expected that those entering into the covenant of full membership shall

follow carefully and conscientiously these guides and helps to holy living. Disregard of the principles embraced in these Membership Commitments subjects a member to Church discipline (132: 1556:2; 1631).  
**131.** Those admitted to full membership in our churches commit themselves to demonstrate their new life in Christ in such ways as:

#### Toward God

- (1) To reverence the name of Deity and to observe the Lord's Day by divine worship and spiritual edification, avoiding all unnecessary commerce, labors, travels and pleasures which do not contribute to the moral and spiritual ends of this Day.

Gen 2:3; Ex 20:3, 7-11; Deut. 5:11-15; Isa. 58:13-14; Mark 2:27; Acts 20:7; Heb 4:9.

- (2) To abstain from all forms of spiritism, such as witchcraft, astrology, and the like.

Lev. 19:31; 20:6; Deut. 18:10-14; Acts 19:18-19; Gal. 5:19-20.

#### Toward Self

- (3) To run with patience the race which is set before them, denying themselves, and taking up their cross daily, submitting to bear the reproach of Christ.

Luke 9:23; Heb. 1:26; 12:1; I Peter 4:14.

- (4) To recognize their responsibility to God and the Church by careful use of their time, engaging only in such activities as may contribute to their spiritual, moral, intellectual, and physical well-being and that of those who share in them.

Eph. 5:16; Col. 3:17.

- (5) To make wise use of their material resources, ever mindful of their obligation to Christ's church (remembering the principle of tithing which is basic to the New Testament standard of stewardship), and the needs of their fellowmen, exercising strict self-discipline in personal indulgence and demonstrating Christian liberality toward those whose distress they may help to alleviate, thus laying up treasure in heaven.

Prov. 3:9; Mal. 3:10; Matt. 25:34-40; Acts 20:35; I Cor. 16:2; II Cor. 9:7; James 2:15-16; I John 3:17.

- (6) To dress so as to adorn the gospel, giving clear testimony to Christian purity and modesty by properly clothing the body and refraining from superfluous adornment; and to observe principles of application that may be given from time to time by the General Board of Administration after consultation with the several district boards of administration.

I Tim. 2:9-10; I Peter 3:3-4.

- (7) To abstain from all forms of gambling.

**Ex. 20:17; Rom. 14:21; 1 Cor. 6:12.** Gambling violates the principle of Christian stewardship and the tenth commandment, is harmful to the individual in that it is emotionally addictive, is a poor example to others, and pollutes the moral climate of society.

- (8) To abstain from using or trafficking in substances known to be destructive of physical and mental well-being, such as alcoholic beverages and tobacco, and from using drugs for other than proper medical purposes.

**Prov. 20:1; Rom. 6:12; 14:21; 1 Cor. 6:12-20; 10:23; II Cor. 7:1; Eph. 5:18; I Thess. 5:22.** Christians are to regard their bodies as temples of the Holy Spirit. While no "thing" of itself is sinful, the Christian should avoid the use of anything which would not help

build the fellowship of the church, would not help the believer to realize his full potential in Christ, or which would enslave him. In the light of the scientific knowledge of our day concerning the actual and potential harm of these substances, total abstinence is more in keeping with these biblical principles than is moderation.

#### Toward Family

- (9) To respect all duly constituted authority in the home, the church, and the state, except when to do so violates the clear teachings of the Scriptures.

Ex. 20:12; Rom. 13:1-7; Eph. 5:21-25; 6:1-3; I Tim. 5:1; Titus 3:1; Heb. 13:17; I Peter 2:13-14.

- (10) To observe the teachings of the Scriptures regarding marriage and divorce. We affirm that monogamy is (God's plan for marriage, and we regard sexual sin of the spouse, such as adultery, homosexual behavior, bestiality, or incest, as the only biblical grounds for considering divorce, and then only when appropriate counseling has failed to restore the relationship.

Ex. 20:14, 17; 22:19; Lev. 20:10-16; Matt. 5:32; 19:19; Mark 10:11-12; Luke 16:18.

- (11) To preserve the sanctity of the home by honoring Christ in every phase of family life, encouraging the nurture and education of the children in the Christian faith so as to bring them early to the saving knowledge of Christ, and to encourage by all possible means their Christian education.

Prov. 22:6; Mark 10:9; Eph. 5:28; 6:4.

#### Toward the Church

- (12) To strive together for the advancement of God's kingdom and for the mutual edification of fellow believers, in holiness, knowledge, and love; to walk together in Christian fellowship, in carefulness, giving and receiving admonition with meekness and affection; to pray one for the other; to aid one another in sickness and distress; to cultivate Christian sympathy, and to demonstrate purity, charity, and courtesy in all manner of life.

Rom. 15:1-2; Eph. 4; I Thess. 5.

- (13) To grow in the knowledge and love of God by attending upon all the means of grace, such as the public worship of God, the ministry of the Word either read or expounded the Supper of the Lord, family and private prayer, searching the Scriptures, and fasting or abstinence.

Mark 2:18-20; Acts 13:2-3; 14:23; Rom. 12:12; 1 Cor. 11:23-28; Eph. 6:18; Phil. 4:6; I Tim. 2:1-2; II Tim. 3:16-17; Heb. 10:25; I Peter 2:2; II Peter 3:18.

- (14) To abstain from membership in secret societies and lodges which are oath bound, believing that the quasi-religious nature of such organizations divides the Christian's loyalty and their secret nature contravenes the Christian's open witness and the secret nature of their oaths is repugnant to the Christian conscience.

**Ex. 20:3; Matt. 5:34-36; John 18:20; Acts 4:12; James 5:12.** These prohibitions do not restrict membership in labor civic, or other organizations which do not contradict loyalty to Christ and the Church. When in these relationships Christian principles are violated, members shall be dealt with because of such violations and not because of the membership itself:

- (15) To preserve the fellowship and witness of the Church with reference to the use of languages. The Wesleyan Holiness Church believes in the miraculous use of languages and the interpretation of languages in its biblical and historical setting. But it is contrary to the explicit teaching of the Word of God as understood by The Wesleyan Holiness Church to teach that speaking in an unknown tongue or the gift of tongues is the evidence of the baptism of the Holy Spirit, or of that entire sanctification which the baptism accomplishes (1 17-1 18); therefore only a language readily understood by the congregation is to be used in public worship. Furthermore, the use of a so-called ecstatic prayer language has no clear scriptural sanction, but

tends rather to be controversial and divisive; therefore there should be no seeking for, promoting of, or witnessing to a possession of such a prayer language among us.

Acts 8:14-17; I Cor. 12:1-14:40; Gal. 5:22-24.

#### Toward Others

(16) To do good of every possible sort and as far as possible to all men especially to them that are of the household of faith: to their bodies, of the ability which God gives, by giving food to the hungry, by clothing the naked, by visiting or helping them that are sick or in prison; to their souls, by instructing, reproofing, or exhorting them in love with all possible diligence, that the gospel be not blamed.

Matt. 25:31-46; Eph. 5:11; I Thess. 5:14; Heb. 3:13; 10:23-25.

(17) To respect the inherent individual rights of all persons, regardless of race, color, or sex.

I Cor. 8:13 12:13; Gal. 3:28; I Tim. 5:21.

(18) To live honestly, be just in all our dealings and faithful to all our commitments.

Eccl. 5:4-5; Rom. 12:17; Phil. 4:8-9; I Peter 2:12.

**132.** These are the Membership Commitments of our Church. We believe all these to be consistent with the principles of Christ as taught in the Word of God, which is the only and sufficient rule both of our faith and practice. If any among us does not observe them, and/or habitually breaks any of them, we will admonish him in love with the hope of restoring him to a life of harmony with the above Membership Commitments. If such efforts of restoration continue to prove fruitless, official action should be taken toward termination of said person's church membership. However, the church members are encouraged to continue efforts toward the spiritual restoration of this person.

Matt. 18:15-17; I Cor. 5:6-7,9-13; II Cor. 2:5-7; 5:18-20; 6:14-18; Gal. 6:1-10; Eph. 4:25-32; Titus 3:10-11.

#### *Article IV. Elementary Principles*

**135.** Christ is the only Head of the church, and the Word of God the only rule of faith and conduct.

**136.** No person who loves the Lord Jesus Christ, and obeys the gospel of God our Savior, ought to be deprived of church membership.

**137.** Every man has an inalienable right to private judgment in matters of religion, and an equal right to express his opinion in any way which will not violate the laws of God or the rights of his fellowman.

**138.** All church trials should be conducted on gospel principles only; and no minister or member should be excommunicated except for immorality, the propagation of unchristian doctrines, or for neglect of duties enjoined by the Word of God.

**139.** The pastoral or ministerial office and duties are of divine appointment, and all elders in the church of God are equal, but ministers are forbidden to be lords over God's heritage, or to have dominion over the faith of the saints.

**140.** The Church has a right to form and enforce such rules and regulations only as are in accordance with the Holy Scriptures, and may be necessary or have a tendency to carry into effect the great system of practical Christianity.

**141.** Whatever power may be necessary to the formation of rules and regulations is inherent in the ministers and members of the Church; but so much of that power may be delegated from time to time, upon a plan of representation, as they may judge necessary and proper.

**142.** It is the duty of all ministers and members of the Church to maintain godliness and oppose all moral evil.

**143.** It is obligatory upon ministers of the gospel to be faithful in the discharge of their pastoral and ministerial duties, and it is also obligatory upon the members to esteem ministers highly for their works' sake, and to render them a righteous compensation for their labors.

**Article V. Observance of Sacraments**

- 150.** Baptism by immersion shall be the mode observed by all churches except when the local board of administration judges that for health or other special reasons a candidate is to be baptized by pouring or sprinkling. Small children shall be presented for dedication except when the law of the country requires baptism.
- 151.** The Lord's Supper shall be observed in each local Wesleyan Holiness Church at least once each three months.

**Article VI. Membership**

- 152.** The privileges and conditions of full membership in the Church are constitutional, and changes therein may be made only by constitutional enactment. The General Conference may at its own discretion establish categories of membership other than full membership. Nothing shall be included in the membership ritual that is contrary to the following definitions, conditions, and privileges of membership.
- 153.** The conditions of full membership are:
- (1) Confession of a personal experience in regeneration, and a pledge to seek diligently to be sanctified wholly if the grace of entire sanctification has not been obtained
  - (2) Christian baptism.
  - (3) Acceptance of the Articles of Religion which are summarized in 154, the Membership Commitments, the Elementary Principles, and the authority of *The Discipline* in matters of church government.
  - (4) A covenant to support the Church, to live in fellowship with the members thereof, and to seek God's glory in all things.
  - (5) The approving vote of the members of the receiving church who are present and voting, unless the church by vote shall delegate this right to the church board. In both cases, it shall be by majority vote, provided that when objections are urged against the reception of a member, it shall require a vote of two-thirds of those present and voting to receive.
- 154.** Candidates for full membership shall declare their agreement with the following summary of the Articles of Religion:

We believe in God the Father, the Son, and the Holy Spirit.

We believe that Jesus Christ the Son suffered in our place on the cross, that He died but rose again, that He now sits at the Father's right hand until He returns to judge all men at the last day.

We believe in the Holy Scriptures as the inspired and inerrant Word of God.

We believe that by the grace of God every person has the ability and responsibility to choose between right and wrong, and that those who repent of their sin and believe in the Lord Jesus Christ are justified by faith.

We believe that God not only counts the believer as righteous, but that He makes him righteous, freeing him of sin's dominion at conversion, purifying his heart by faith and perfecting him in love at entire sanctification, and providing for his growth in grace at every stage of his spiritual life, enabling him through the presence and power of the Holy Spirit to live a victorious life.

- 155.** The rights of full membership are:
- (1) The fellowship of the saints and the encouragement, admonition, and spiritual guidance of the ministry.
  - (2) The access to the sacraments and ordinances of the Church.
  - (3) The right to vote and the eligibility to hold any office for which a person in full membership is eligible, if not under discipline.\*
  - (4) The right to trial and appeal if charge with failure to maintain the conditions of membership, with the specific provision that joining another religious body shall of itself sever membership in the Church.
  - (5) A member in good standing in any Wesleyan Holiness Church is entitled to membership privileges in any Wesleyan Holiness Church to which he may wish to transfer his membership, subject to 153:5.

- 156.** Church membership may be terminated only by one or more of the following:

- (1) Voluntary withdrawal.
- (2) Joining another religious body or a secret order.
- (3) Expulsion after proper trial and conviction.
- (4) Persistent neglect of church relationship as defined by *The Discipline*.

#### *Article VII. The Ministry*

**157.** The General Conference shall from time to time enact provisions for the training, qualification, and ordination of the ministry. Every Wesleyan Holiness minister must be a member of some Wesleyan Holiness Church, and each elder must be a member of a district. An elder is a minister of the gospel fully invested with all the functions of the Christian ministry.

**158.** The constitutional rights of ministers in The Wesleyan Holiness Church if not under discipline shall include the following:

- (1) To preach the gospel and in the case of ordained elders to administer baptism and the Lord's Supper, to perform all parts of divine worship, and to solemnize the rite of matrimony.
- (2) To be eligible, in the case of ordained elders, for election to any office in the church for which elders are eligible.
- (3) To contract the pastoral relationship with local Wesleyan Holiness churches subject to the other provisions of this Constitution (158:6; 163:1-2).
- (4) To enjoy the use for religious meetings of the church building or buildings of the pastoral charge to which he has been appointed by the district conference.
- (5) To serve his assigned pastoral charge without interference by unauthorized activities of another minister of The Wesleyan Church.
- (6) To transfer in the manner prescribed by *The Discipline* from one district to another, subject to his first notifying his district superintendent and to his securing the concurrence of the district superintendent and the general superintendent of the area in whose bounds the district to which he seeks to transfer is located.
- (7) To have recourse, even if under discipline, to a proper court of jurisdiction in any matters involving complaint against his character or ministerial conduct and to appeal the decision of such court.

#### *Article VIII. Organization and Government*

##### *Local*

**160.** Pastoral Charges. The members of the denomination shall be grouped into local churches, one or more of which shall constitute a pastoral charge. The following are the constitutional rights of each pastoral charge:

- (1) To receive and expel or discontinue members subject to the provisions of *The Discipline*. This right vests severally in each local church.
- (2) To call its own pastor, subject to confirmation by the district conference.
- (3) To grant or revoke local licenses for various ministries as provided in *The Discipline*.
- (4) To recommend persons for various ministries to the district conference.
- (5) To elect its own officers and to remove the same for cause. No pastor or other official has any right to appoint an officer or declare an office vacant. This right belongs to the church alone, and vests severally in each local church.
- (6) To elect trustees and through such trustees to supervise, control, and maintain its property for the use and benefit of the ministry and members of The Wesleyan Holiness Church and subject to its regulations and appointments as from time to time legislated and declared. This right vests severally in each local church.
- (7) To be represented in the voting membership of its district conference, if not under discipline.
- (8) To have recourse to a proper court of jurisdiction in any matters of controversy between itself and other local or district, or general units or agencies of the denomination. This right vests severally in each local church.

### *District*

- 161.** The General Conference shall organize the work at large into districts, which shall operate under its jurisdiction and promote the interests of the denomination, whose voting membership shall include the following: All elders on the appointed, retired, reserved and educational leave lists; licensed ministers elected to elders orders; all commissioned and licensed ministers serving as pastors of Wesleyan Holiness churches; all commissioned and licensed ministers serving as full-time associate or assistant pastors of Wesleyan Holiness churches; members of the district board of administration who are not members by some other right; and lay delegates elected as provided in *The Discipline*. In addition the district conference shall include such nonvoting members as *The Discipline* shall provide. The principle of equal representation of the ministry and the laity in the district conference shall be maintained.
- 162.** In transacting the business of the district conference the ministers and lay members shall deliberate as one body; but on the final vote on any question, at the call of one-fourth of the members, the house shall divide, and the ministers and lay members shall vote separately; and it shall require a majority vote of each branch to pass any question upon which the division has been called.
- 163.** The constitutional rights of each district shall include the following:
- (1) The right to take charge of all the ministers and churches within its bounds, as modified by 176:3e [except those serving the general church as the General Conference shall define who shall be amenable to the General Board of Administration for their official conduct and to their districts for their moral character, except the district superintendent who shall be amenable both to the district and to the General Board of Administration], and except missionaries from other general conferences who shall be amenable to the Caribbean General Board of Administration of the Wesleyan Holiness Church and the sending general conference, and subject to the right of the ministers and churches to enter into pastoral engagements.
  - (2) To alter the agreement entered into by any pastor and charge, or veto the action of the church and appoint another pastor on said charge when it deems this to be for the best interest of the charge or pastor involved or when the general interest of the work of the district would be better served by such change; and the said church or charge shall receive the pastor appointed by the district conference, provided that any such alteration of a previous arrangement between a pastor and church shall be separately reported and passed by vote of the district conference to be effective.
  - (3) To elect and ordain elders, and to receive elders from other denominations subject to the restrictions of *The Discipline*.
  - (4) To receive or decline persons recommended to it for various ministries by the pastoral charges within its bounds.
  - (5) To organize and receive local churches within the boundaries of the territory assigned to it by the General Conference, and to fix the boundaries of its circuits and stations.
  - (6) To take such actions and adopt such rules as it shall judge necessary to promote the interests and prosperity of the church and to amend or rescind the same, provided it shall not add to or take from any provision of the Constitution or of *The Discipline*, and provided further that if three members of a district shall take exception to its action on the ground that it violates this restriction, they may make an appeal there from through the channels prescribed by *The Discipline*.
  - (7) To elect its own officers as outlined in *The Discipline* and to dismiss them for cause.
  - (8) To elect in the manner prescribed by *The Discipline* its own board of trustees and through them to receive, hold, encumber, and dispose of all district property within the bounds of the district, including local property held by the district, according to the provisions of *The Discipline* and the laws of the state. All properties held by the district shall be held in trust for the use and benefit of the ministry and members of The Wesleyan Church and subject to its regulations and appointments as from time to time legislated and declared.
  - (9) To be represented in the lay and ministerial voting membership of the General Conference, if not under discipline.
  - (10) To have recourse to a proper court of jurisdiction in any matters of controversy between itself and other district, local, or general units or agencies of the denomination.



### *General*

**165. General Conference Membership.** The General Conference shall be composed of an equal number of elders and laymen elected by the several mission and established districts; and each superintendent and a lay delegate elected on his behalf; one delegate from each pioneer district, the presidents of the general educational institutions; such officers serving the general church as the General Conference may establish by legislation, provided that it shall at the same time enact provisions to secure such further representation as shall be necessary to continue the principle of equal lay and ministerial membership; and of voting and/or nonvoting delegates from units under the General Department of World Missions and from provisional general conferences according to a plan approved by the General Board of Administration.

**166. General Conference Delegates.**

- (1) Each district, if not under discipline, shall be entitled to send one elder and one layman as delegates to the General Conference and additional ministerial and lay delegates according to membership on a basis of representation to be fixed by the General Conference.
- (2) The delegates shall be elected by ballot. The ministerial delegates must be elders, and at the time of their election (602:1), as also at the time of General Conference, must be members of the district which elected them.
- (3) The lay delegates shall be chosen from the members of the Church in full relation within the bounds of the district they represent, and at the time of the General Conference they must be members of a church within the bounds of the district which elected them.

**167. General Conference Sessions.**

- (1) The General Conference shall meet quadrennially, except that in cases of emergency or other unusual circumstances the General Board of Administration shall have the power to shorten or lengthen the interval. Each session shall be held at a time of the year specified in *The Discipline* at a place determined by the General Board of Administration; in case of emergency the General Board of Administration shall have power to change the time.
- (2) The president or other elected officer of the General Conference whenever two-thirds of the districts shall request it, or the General Board of Administration, by such vote as the General Conference shall determine, shall call an extra session of the General Conference, fixing the place thereof and the time of assembling later than the next session of each district conference.

**168. General Conference Presidency.** The General Superintendent shall preside over the various sittings of the General Conference. When the General Superintendent is not present, the Assistant General Superintendent shall preside. When neither of these officers is present, the General Conference shall elect by ballot an elder as president pro tem; except that the lay representative on the Executive Board shall preside over the election of the General Superintendent.

**169. Other Officers.** The General Conference shall elect by ballot a secretary and such other officers as it shall decide upon.

**170. General Conference Quorum.** At all times when the General Conference is in session, it shall require a majority of all the delegates elected by the districts to form a quorum to do business, but a smaller number may adjourn from time to time, until a quorum is obtained.

**171. General Conference Voting.** The ministers and lay members shall deliberate in the sessions of the General Conference as one body, but upon the final vote on any question except proposed amendments to the Constitution, on a call of one-fourth of the members, the house shall divide and ministers and lay members shall vote separately; and it shall require a majority vote of each branch to pass any question upon which the division has been called.

**172. General Board of Administration.**

- (1) There shall be a General Board of Administration to carry out the will of the General Conference during the quadrennium. Such Board shall be composed of the general superintendent(s) and such other general officers as shall be designated by the General Conference together with an equal number of elders and laymen chosen by the General Conference to represent equitably the several administrative areas of the Church. The number of such representative members shall be determined by the action of the General Conference.
- (2) The General Board of Administration is the chief governing body of the Church in the interim of the General Conferences, and as such is empowered to perfect all plans necessary to the performance of its duties; it shall constitute or create the basic board of control of each and all of the Wesleyan Holiness societies and institutions now incorporated or hereafter incorporated under the laws of any state or

nation of the Caribbean or under any other jurisdiction where such is permitted by the laws of said jurisdiction. The General Board of Administration shall have jurisdiction over mission units developing into separate general conferences in keeping with the Charter of the Wesleyan World Fellowship and over work under the General Department of World Missions. It shall have the authority to approve a discipline for each unit achieving recognition as a fully established general conference, for each provisional general conference, and for each mission unit. In so doing, it shall have the power to adapt the name of the Church within the restrictions of paragraph 102, and to adapt the provision of *The Discipline* of the Caribbean General Conference, including both constitutional and statutory law, provided that it does not contravene the Essentials of The Wesleyan Holiness Church. In authorizing the adaptation of the name for a unit achieving recognition as an established general conference, it shall first consult with the highest interim administrative bodies of the other established general conferences which are members of the Wesleyan World Fellowship.

**173. The General Superintendency.**

- (1) The General Conference shall elect by ballot from among the elders a general superintendents, who shall be considered as the general spiritual and administrative leader of the Church.
- (2) He shall be elected for a four-year term of office to begin on the date determined by the General Conference.
- (3) The general superintendent shall preside over the sittings of the General Conference and over the district conferences. At the district conference over which the general superintendent or his representative is presiding, the district superintendent shall serve by being seated at the presiding officer's table to advise and assist in the chairmanship. In the event the general superintendent or his representative is unable to be present at a district conference to serve as chairman, it is the duty of the district superintendent to preside or to take the responsibility for the same, unless the district conference invites the general representative to perform these duties.
- (4) Further duties of the general superintendent(s) shall be defined by the General Conference.

**Article IX. Powers and Restrictions  
of the General Conference**

**176.** The General Conference shall have full power:

- (1) To designate a criterion for parliamentary procedure for itself and for the other bodies of The Wesleyan Holiness Church.
- (2) To elect such officers as it shall choose and to define their duties and responsibilities.
- (3) To make and administer rules and regulations for The Wesleyan Holiness Church subject to the Constitution and the following restrictions:
  - (a) It shall not have power to revoke, alter, or change our Articles of Religion, Elementary Principles, or any Membership Commitment or the conditions of membership, or to establish any standards of doctrine contrary to our present existing and established standards of doctrine.
  - (b) It shall not change or alter any part or rule of our government, so as to destroy the principle of equal representation of ministers and laymen in the representative bodies of the Church; or to do away with the right of each General Conference to elect its own officers, or the maintenance of an itinerant ministry.
  - (c) It shall make no rule that shall deny any church the right to receive, discontinue, or expel its own members subject to their right of appeal; or to elect and remove its own officers; or that shall deny to the district conference the final disposition of all pastoral arrangements, except those districts in which the General Conference or the General Board of Administration has transferred the supervision to a related executive secretary or a general superintendent, or that shall deny to preachers and churches initial negotiations concerning the same.
  - (d) It shall make no rule that will discriminate against any member or minister on account of ancestry, color, or sex.
  - (e) It shall make no rule that will interfere with the supervision of established districts (in distinction from mission districts) over the ministers and churches within their bounds, unless said district (or districts) is under discipline.
  - (f) It shall not have the power to deprive any member or minister of the right of trial by an impartial committee, or of the right of appeal.

***Article X. The Supreme Judiciary***

**180.** There shall be a judicial council to be known as the Board of Review whose number of members, qualifications, terms of office, and method of election shall be determined by the General Conference.

**181.** The Board of Review shall have authority:

- (1) To determine the constitutionality of any act of the General Conference upon appeal of the general superintendents, or one-fifth of the members of the General Conference.
- (2) To hear and determine any appeal from the decisions of the general superintendents as to the constitutionality of an action by a district or upon a point of Church law.
- (3) To hear and determine the legality of any action by any general church board upon appeal of one-third the members thereof, or by request of the general superintendents.
- (4) To settle questions in dispute between districts upon appeal by a two-thirds vote of a district that claims it has a grievance against another district.
- (5) To determine the validity of any complaints against books used in the course of study or in our schools.
- (6) To settle and determine the legality of issues arising between a district and the General Conference.

**182.** A decision of the Board of Review shall be final unless the General Conference votes to overrule the same by a two-thirds vote of those present and voting, and unless the General Board of Administration of the North American General Church disapproves the action of either the Board of Review or the General Conference.

***Article XI. Amendments to the Constitution***

**185.** Upon the recommendation of a two-thirds vote of all members of the several district conferences who are present and vote on a proposed change of any matter involving the Constitution, the next ensuing General Conference may by a two-thirds vote ratify the same and it shall become constitutional law. Also, when the General Conference shall originate and recommend by a two-thirds vote any such change, as soon as all members of the several district conferences present and voting shall have concurred by a two-thirds aggregate vote, the same shall be declared constitutional law.

**Chapter V**

**SPECIAL DIRECTIONS**

**186.** The special directions are expressions by which The Wesleyan Holiness Church seeks to bear witness to contemporary society concerning the Christian life and character required by its Articles of Religion and Membership Commitments. While they are not membership commitments, they are official admonitions to the members, ministers, and officials of The Wesleyan Holiness Church, and provide guidelines for bearing public testimony on the issues discussed.

**A. Christian Social Concern**

**187.** The Wesleyan Holiness Church seeks recognition by the society which surrounds it of the authority of Almighty God, and the authority of the Lord Jesus Christ, in civil, political, and temporal as well as spiritual matters, and the

transformation of that society into the image of Christ insofar as is possible in this present age. It believes that such a transformation of society shall primarily be accomplished by the divine transformation through faith in Christ of the individuals who compose society, but that Christians ought also to manifest social concern in every manner that is in keeping with their Christian testimony. To this end:

(1) **Equal Rights.** The Wesleyan Holiness Church upholds the right of all individuals to equal opportunity politically, economically, and religiously, and pledges itself to an active effort to bring about the possession of dignity and happiness by all men everywhere (cf. 108; 131:16,17; 176:3d).

(2) **Peace.** The Wesleyan Holiness Church, knowing that war results in great suffering for the bodies, minds, and souls of men, staggering economic loss with its legacy of debt for future generations, and the unleashing of the baser passions of life, urges that men and nations seek by every legitimate means to avoid armed conflict among the peoples and nations of the world. The Wesleyan Holiness Church also urges that holy men everywhere pray earnestly for those in authority, so that peace may prevail (1 Tim. 2:2), and for the quick return of the Prince of Peace.

(3) **Military Service.** The Wesleyan Holiness Church teaches respect for properly constituted civil authority and the proper loyalty to one's country. It recognizes the responsibility of the individual to answer the call of his government and to enter into military service. However, there are those within the fellowship of The Wesleyan Church who believe that military service is contrary to the teaching of the New Testament and that their consciences are violated by being compelled to take part in such. The Wesleyan Holiness Church will therefore lend moral support to any member who asks and claims exemption by legal processes from military service as a sincere conscientious objector and who asks to serve his country as a noncombatant.

(4) **Substance Abuse.** The Wesleyan Holiness Church is opposed to the production, sale, purchase, and use of alcoholic beverages, tobacco, narcotics, and other harmful drugs, unless for mechanical, chemical, or medicinal purposes (cf. 131:8). The unprescribed use of hallucinogens, stimulants, and depressants, and the misuse and abuse of regularly prescribed medicines should be prohibited; only on competent medical advice and under medical supervision should such drugs be used.

(5) **Human Sexuality.** The Wesleyan Holiness Church abhors the trend to ignore God's laws of chastity and purity, and vigorously opposes public acceptance of sexual promiscuity and all factors and practices which promote it. The Wesleyan Holiness Church maintains a biblical view of human sexuality which makes the sexual experience, within the framework of marriage, a gift of God to be enjoyed as communion of a man and woman, as well as for the purpose of procreation. Sexual relationships outside of marriage and sexual relationships between persons of the same sex are immoral and sinful. The depth of the sinfulness of homosexual practice is recognized, and yet we believe the grace of God sufficient to overcome both the practice of such activity and the perversion leading to its practice.

(6) **Divorce and Remarriage.** On the basis of a careful study of the Scriptures, and in keeping with its Membership Commitments (131:10), The Wesleyan Holiness Church teaches the following with reference to divorce and remarriage after divorce:

(a) To obtain a divorce on other than scriptural grounds is a sin against God and man. Such putting asunder of what God has joined is a direct and deliberate act of disobedience against both the Law and the Gospel. It separates one from God and subjects a member to Church discipline (1631; 1634).

(b) However, recognizing the fallen state of man, divorce has been recognized in the Scriptures as a valid and permanent dissolution of marriage with all its rights and responsibilities. Divorce is not reversible. There is no way to "restore" a dissolved marriage. The divorced (unmarried) status can be changed only by a new marriage to the same person or another person. No divorced and remarried person has two spouses — only a former spouse and a present spouse, as in Deuteronomy 24 and I Corinthians 7.

(c) Divorce, however sinful the act and however serious the consequences, is not "unpardonable." A redeemed sinner or reclaimed backslider is "free" to marry "in the Lord" or to remain unmarried - a eunuch for the kingdom of God's sake. The one exception to this freedom of choice is mentioned by the Apostle Paul. It is a believer who disobeys the commandment of God and puts away a believing spouse. That person must remain unmarried to leave room for reconciliation to the spouse (I Cor. 7).

(d) The right to remarry in no way excuses the sin of divorce. It only implies that the Church must forgive and restore those whom the Lord forgives and restores. Neither penance nor penalty remain to the truly penitent and restored sinner - or backslider - whatever the traumatic consequences of the sin may be.

(7) **Merchandising on the Lord's Day.** The Wesleyan Holiness Church opposes the legalization of merchandising on the Lord's Day (cf. 131: 1).

(8) **Religion in Public Life.** The Wesleyan Holiness Church affirms its belief in the public school's duty to do full justice to the large place of the Judeo-Christian tradition in our Caribbean heritage, and its conviction that the Bible is an appropriate book for reading in the public schools and that the right of students to pray should not be abridged.

(9) **Public School Activities.** The Wesleyan Holiness Church protests the inclusion of such questionable items as social dancing in the public school curriculum and maintains the right of its members to seek exemption from participation by their children in all matters that are contrary to scriptural doctrines and principles as expressed in the Articles of Religion, Membership Commitments, or Elementary Principles of The Wesleyan Holiness Church, without prejudice to academic standing.

(10) **Judicial Oaths.** The Wesleyan Holiness Church reserves for its members the right to affirm the truth in testimony before the civil and criminal courts rather than to engage in a judicial oath.

(11) **Abortion.** The Wesleyan Holiness Church seeks to recognize and preserve the sanctity of human life from conception to natural death and, thus, is opposed to the use of induced abortion. However, it recognizes that there may be rare pregnancies where there are grave medical conditions threatening the life of the mother, which could raise a serious question about taking the life of the unborn child. In such a case, a decision should be made only after very prayerful consideration following medical and spiritual counseling. The Wesleyan Holiness Church encourages its members to become informed about the abortion issue and to become actively involved locally and nationally in the preparation and passage of appropriate legislation guaranteeing protection of life under law to unborn children.

(12) **Use of Leisure Time.** The Wesleyan Holiness Church believes that its members should exercise responsible stewardship of their leisure time. This will include careful regulation of the use in the home of mass media, such as current literature, radio, and television, guarding the home against the encroachment of evil (cf. 131:11). It will also involve witnessing against social evils by appropriate forms of influence, the refusal to participate in social dancing, the refusal to patronize the motion picture theater (cinema), together with other commercial ventures as they feature the cheap, the

violent, or the sensual and pornographic, and the refusal to engage in playing games which tend to be addictive or conducive to gambling (cf. 131:7).

## **B. Christian Worship and Fellowship**

**189. Rites and Ceremonies of Churches.** True religion does not consist in any ritual observances such as forms or ceremonies, even of the most excellent kind, be they ever so decent and significant, ever so expressive of inward things. The religion of Christ rises infinitely higher and lies infinitely deeper than all these. Let no man conceive that rites and ceremonies have any intrinsic worth, or that true worship cannot subsist without them. Therefore, it is not necessary that rites and ceremonies should in all places be the same or exactly alike, for they have always been different and may be changed according to the diversities of countries, times, and customs, provided that nothing be ordained against God's Word.

Acts 15:10,28-29; Rom. 14:2-6,15,17,21; I Cor. 1:10; 12:25; 14:26; II Cor. 13:11; Gal. 5:1,13; Col. 2:16-17; II Thess. 3:6,14; I Tim. 1:4,6; I Peter 2:16.

**191. Healing.** The truth that Jesus is both able and willing to heal the bodies as well as the souls of men, whenever such healing is for His glory, is clearly set forth in God's Word and attested by the experience of many of His people at the present day. Prayer for healing according to the pattern set forth in the Scriptures shall be encouraged.

James 5:14-16; Matt. 10:8; Luke 9:2; 10:9; Acts 4:10, 14; I Cor. 12:9, 28.

**192. Christian Liberty.** Christ, through His death on the cross, has freed His followers from sin and from bondage to the law. The Christian is "called unto liberty" (Gal. 5:13), and is not under the law as a means of salvation. He is rather exhorted, "Stand fast therefore in the liberty wherewith Christ hath made us free, and be not entangled again with the yoke of bondage" Gal. 5:1).

This liberty, however, is not to be construed as license (Gal. 5: 13). Rather, love for Christ constrains the Christian to live righteously and holily as God demands. By the Spirit of God, His laws are written on the heart (Heb. 8:10). So the Christian resists evil and cleaves to the good, not in order to be saved, but because he has been saved.

Within the bounds of Christian liberty, there will be differences of opinion. In such cases, the believer seeks to avoid offending his brother. The stronger brother is mindful of the opinions of the one with the weaker conscience (I Cor. 8 and 10), and is careful not to put a stumbling block in his brother's way (I Cor. 10:24; Gal. 5:13). On the other hand, the weak does not criticize the strong (I Cor. 10:29-30), for the conscience of the weak may need instruction.

The recognition and exercise of that liberty which Christ affords will glorify God and promote the unity of the Church.

**193. Christian Unity.** The Wesleyan Holiness Church, having originated through merger between those of like precious faith, is fully committed to that true Christian unity which is based on scriptural truth and the fellowship of the Spirit, and deplores the separation or division of Christian brethren over peripheral and

nonessential matters. While The Wesleyan Holiness Church opposes the building of one all-inclusive ecclesiastical organization which regards neither scriptural doctrine nor practice, it welcomes fellowship with those who are committed to the same doctrines and standards of holy living, and cooperation across denominational lines with those who hold the cardinal doctrines of the Christian religion revealed in the Bible.

### C. Christian Stewardship

**195. Meaning of Stewardship.** The Scriptures teach that God is the owner of all persons and all things, that men are His stewards of both life and possessions, that God's ownership and man's stewardship ought to be acknowledged, and that men shall be held personally accountable to God for the exercise of their stewardship (cf. 131:5). God, as a God of system and order in all of His ways, has established a system of giving which acknowledges His ownership and man's stewardship. To this end all His children should faithfully tithe and present offerings for the support of the gospel.

**196. Storehouse Tithing.** Storehouse tithing is a scriptural and practical performance of faithfully and regularly placing the tithe into that church to which the member belongs. Therefore, the financing of the church shall be based on the plan of storehouse tithing, and The Wesleyan Holiness Church shall be regarded by all its people as the storehouse. All who are a part of The Wesleyan Holiness Church are urged to contribute faithfully one-tenth of all their increase as a minimum financial obligation to the Lord and freewill offerings in addition as God has prospered them.

Gen. 14:20; 28:22; Lev. 27:30-32; Deut. 14:22; Prov. 3:9-10; 11:24-25; Mal. 3:10-11; Man. 23:23; Acts 4:34-35; 6:1-3; I Cor. 16:2; II Cor. 8:13-14; Heb. 7:1-2, 6, 9.

**197. Methods of Fund Raising.** In the light of the scriptural teaching concerning the giving of tithes and offerings (cf. 196) for the support of the gospel, and for the erection of church buildings, no Wesleyan Holiness Church should engage in any method of fund raising which would detract from these principles, hinder the gospel message, sully the name of the Church, discriminate against the poor, or misdirect the people's energies from promoting the gospel.

**198. Wills, Bequests, and Annuities.** It is essential in the exercise of Christian stewardship that careful thought be given as to what shall be done with one's estate after death. Civil laws often do not provide for the distribution of an estate in such a way as to glorify God. Each Christian should give careful attention to the preparation of his last will and testament in a careful and legal manner, and The Wesleyan Holiness Church and its various ministries through the local church, the district, world missions, extension and evangelism, education, and benevolences is recommended for consideration. The General Director of Estate Planning is prepared to assist in these matters (787-789; 790; 1418; 1535).

## PART II

## LOCAL CHURCH GOVERNMENT

### Chapter I

## LOCAL CHURCH ORGANIZATION

### A. Function of Local Churches

**201.** The local Wesleyan Holiness Church is a body of Christian believers who hold the faith set forth in the Articles of Religion of The Wesleyan Holiness Church who have been duly received as members of The Wesleyan Holiness Church and formally organized according to its *Discipline*, who acknowledge the ecclesiastical authority of The Wesleyan Holiness Church who support its worldwide mission and who meet together regularly for the purposes of evangelism, nurture fellowship and worship (119).

### B. Types of Organization

#### 1. Mission

**203.** A special evangelistic, rescue or missionary work which cannot appropriately be organized as a pioneer- church or church shall be carried on as a mission. A mission may be conducted by an established church subject to the approval of the district board of administration (274:15) by a district (473:24; 486:27) or by the General Department of Extension and Evangelism. It shall not maintain a membership roll nor receive members.

#### 2. Pioneer Church

**205.** A new work or a work which does not meet the requirements for an established church (209) shall be organized as a pioneer church. It shall be authorized by the district conference (473:24) or the district board of administration (486:27; cf. 404) and shall be governed as follows:

(1) The pastor shall be selected by the district board of administration and appointed by the district conference, except in the interim of district conference sessions when the district board of administration shall have full power of appointment.

(2) A membership roll shall be maintained, ordinarily for one to eleven members. Candidates for membership shall be examined and recommended by the pastor until such a time as a local advisory council is formed and assumes this duty; and their reception shall be authorized by the district superintendent (511:15).

(3) As soon as qualified members are available, the district superintendent, in cooperation with the pastor, shall appoint a secretary-treasurer and a Sunday school



superintendent, who together with the pastor as chairman shall form a local advisory council (cf. 325; 1216:4; 1242:4). They shall exercise the duties and powers of a local board of administration (316), making all recommendations to the district superintendent or the district board of administration instead of to a local church conference (511:15). All investments in land, buildings, and equipment (486:30; 1490-1491), matters involving employed staff, and other major decisions must be authorized by the district board of administration; and all actions of the local advisory council shall be subject to the review and approval of the district board of administration (486:28). The local advisory council shall be responsible to assist the district superintendent in qualifying the church as quickly as possible for organization as an established church.

(4) All property of a pioneer church shall be held by the district, with titles secured as given in 1491.

(5) A pioneer church may have one lay delegate to the district conference when so assigned by the district board of administration (439; 442:2; 443).

### **3. Pastoral Charge**

**207.** A pastoral charge may consist of a single church, or of two or more churches designated by the district conference as a circuit; is supplied as a regular pastoral appointment by the district conference; and transacts business through a local conference of the full members. The constitutional rights of a pastoral charge are given in 160. If the district conference desires to appoint a minister to serve two or more churches that shall continue as separate pastoral charges, it may appoint him as pastor of one church and supply pastor of the other (1158- 1159).

#### **a. Church**

**209. Authorization for Organization.** The organization of a pioneer church as a fully established church, or of a group of believers who have applied to a district superintendent for organization as a Wesleyan Holiness church, empowering it to assemble for business as a local church conference and to elect a local board of administration, and investing it with all the rights, powers, and duties of a local church as given in the Constitution (160) and as set forth elsewhere in *The Discipline*, may be authorized by the district board of administration and effected by the district superintendent when it meets these requirements:

(1) Twelve or more persons who are full members or are approved and ready to be received as full members when the organization shall be effected.

(2) A reasonable degree of financial stability, including the meeting of such obligations as it may have to the general church and the district.

(3) A reasonable degree of leadership and organizational maturity, with sufficient qualified persons to staff the minimum organization provided for in 326.

(4) The holding of all property in trust for The Wesleyan Holiness Church as required in 1481 or steps taken to accomplish the same (1494).

(5) An established church shall be reclassified as a pioneer church if its full membership drops to fifteen or fewer (cf. 473:24; 486:27; 1582); it may be reclassified if

it ceases to meet one or more of the other conditions set forth in 209:2-4 if such is recommended by the district board of administration and voted by the district conferences. (Cf. 1492.)

**210. Procedure of Organization.** When the organization of an established church has been authorized by the district board of administrations the district superintendent shall consult with the pastor and the local advisory council, or if there are none, with those interested in forming the church, and appoint a time for an organizational meeting. The organizational meeting shall be conducted by the district superintendent or his representative as follows:

(1) The reading of the Articles of Religion, Membership Commitments, and Elementary Principles by the presiding officer.

(2) An examination of each of the candidates for membership, conducted by the presiding officer, using the questions commonly addressed to such candidates (cf. 1674-1682), and the baptism of such as have not previously been baptized. When the organization involves a church previously organized as a pioneer church, those who have been accepted as members of the pioneer church need not be reexamined.

(3) A mutual pledge of purpose and fellowship on the part of all full members, including those being received. The presiding officer shall ask each one:

Question 1. "Are you in Christian fellowship with all those who present themselves for membership in this church organization?"

Answer. "I am."

Question 2. "Will you receive each other as brethren and sisters beloved, and enter into mutual communion and fellowship, and promise to walk with each other in Christian sympathy, tenderly to instruct, counsel, admonish, and cherish each other with all long-suffering, gentleness, and love."

Answer. "I will."

(4) A declaration made by the presiding officer:

On the basis of these mutual pledges in the presence of God, I proceed to give you each the right hand of fellowship, and declare by this act that you are a Christian church organized on the basis of *The Discipline* of The Wesleyan Holiness Church, and are invested with all the rights, powers, and duties assigned to an established church by *The Discipline*.

(5) The first session of the local church conference, with the election of officers who shall serve for the remainder of the year, or until specified, and the installation of the officers (1768) by the person presiding over the organizational service.

(6) The report of the organization by the district superintendent to the next regular session of the district board of administration, and to the next regular session of the district conference (473:24; 511:14).

(7) The taking of steps to provide for the pastoral oversight and care of the new church, if such has not already been done.

## **b. Circuit**

**212. Relationship of Circuit and Church.** A circuit is a pastoral charge in which a district conference has grouped two or more local churches under one pastor, and designated them as a circuit, with business to be transacted by a circuit conference. Each church on the circuit shall be organized and shall conduct its business according to the regulations for an established church, and shall exercise its constitutional rights to

receive, expel, and discontinue its members, to elect its own officers and trustees, and to have recourse to a proper court of jurisdiction in matters of controversy between itself and other units or agencies of The Wesleyan Holiness Church (160:1, 5, 6, 8). The circuit shall exercise all of the constitutional rights of a pastoral charge which are not reserved to the local church (160:2-4, 7), and take charge of all matters of circuit business as given in 213-216.

**213. Circuit Conference.** The full members of the several churches on a circuit, duly called and assembled together to do business, shall constitute a circuit conference. It shall follow the same organizational and procedural pattern as a local church conference (cf. 263-272). Its duties and powers shall be:

(1) To call the pastor and set the terms of his service (160:2; 278-292).

(2) To license lay ministers (1179-1180) and to recommend suitable members to the district conference for district licenses as ministerial students or candidates and special workers (160:3-4; 1112: 1-2; 1188).

(3) To elect lay delegates to the district conference (160:7; 442-445).

(4) To elect a circuit secretary, such members of the circuit advisory council (214) in addition to the *ex officio* members as the circuit conference shall determine are needed to assure proper representation, and a circuit board of trustees (if such is needed, cf. 215).

(5) To determine all matters involving two or more of the churches on the circuit, including the authorization of transactions involved in the purchase, erection, encumbrance, sale, or other disposition of a circuit parsonage or other property (1505 - 1510).

**214. Circuit Advisory Council.** The circuit advisory council shall direct circuit affairs between sessions of the circuit conference, bearing the same relationship to the circuit conference that the local board of administration bears to the local church conference (316). It shall consist of the pastor as chairman, the circuit secretary as secretary, the chairman of the church board of trustees, the treasurer of each local church, and such other representatives as the circuit conference shall determine are needed to assure proper representation. It shall elect one of its members as vice-chairman, and shall meet at least quarterly at such time and place as it shall determine. It shall nominate the pastor, make recommendations on all matters over which the circuit conference has authority, and carry out and administer the decisions of the circuit conference.

**215. Circuit Trustees.** The circuit board of trustees shall consist of three to five members elected by the circuit conference. They shall organize themselves and carry on their work under the direction of the circuit advisory council in the same manner as the board of trustees for a local church (348-351), except that they shall have jurisdiction only over that property owned by the circuit, such as the circuit parsonage (cf. 1505-1510).

**216. Circuit Committees.** The circuit advisory council may appoint such committees as are necessary to the proper conduct of circuit affairs, including a nominating committee to nominate the circuit officers (cf. 331-332).

#### **4. Local Churches in a Pioneer District**

**218.** Missions, pioneer churches, churches, and circuits located in pioneer districts shall be authorized, organized, and governed according to the *GBA Policy for Extension and Evangelism* which shall be in harmony with *The Discipline* (cf. 1520).

## **Chapter II**

### **MEMBERSHIP**

#### **A. Essence and Necessity of Membership**

**226.** Membership in The Wesleyan Holiness Church is conditioned upon an experience of conversion whereby a person becomes a member of the body of Jesus Christ, and requires the ministry and sustenance of the other parts of the body for spiritual life and growth. Therefore it is of high importance that immediate steps be taken to shepherd, disciple, and train the new converts through provisional membership in order to expedite the process of membership and effective fellowship, commitment, and service (cf. 239-240; 294:11; 316:7; 363:11; 894:5).

#### **B. Categories of Membership**

##### **1. Full Membership**

**227.** Those persons shall be admitted to full membership in The Wesleyan Holiness Church who meet the conditions set forth in the Constitution (153:1-5).

(1) Candidates for full membership shall be examined as provided for by the local board of administration (316:7; 342-343), to determine whether they meet the requirements of the Constitution concerning their experience of regeneration, Christian baptism, their acceptance of the Articles of Religion, Membership Commitments, Elementary Principles, and the authority of *The Discipline* in matters of church government, and their willingness to enter into covenant with the Church.

(2) Candidates for full membership who have satisfactorily passed the examination by the local board of administration shall be voted upon by the local church conference unless the local church conference has delegated this right to the local board of administration (153:5; 274: 1). In either case, it shall require a majority vote of those present and voting to receive; and if objections are urged against the reception of a member, it shall require a two-thirds vote of those present and voting.

(3) Persons who have been duly accepted for full membership as explained in 227:2, should be formally received into full membership in a public service, in which they shall make their confession and vows public, according to the manner given in 1676ff., and be given the right hand of fellowship by the pastor or his representative.

**228.** The rights of full membership are set forth in the Constitution (155). Any full member charged with failure to uphold the Articles of Religion or to observe the Membership Commitments must be dealt with by judicial process as given in *The Discipline* (1540-1566).

## **2. Provisional Membership**

**229.** Those who are converted to Christ but who are not yet able to assume the responsibilities of full membership, either because they are young in Christ or because they are young in years, shall be received as provisional members. The local board of administration, having provided for their examination concerning their Christian experience and their intention to prepare for full membership may, if satisfied, receive them by majority vote. Provisional members shall be formally received according to the manner given in 1682.

**230.** The rights of provisional membership are:

(1) The fellowship of the saints and the encouragement, admonition and spiritual guidance of the ministry.

(2) Access to the sacraments and ordinances of the Church. (This does not mean that The Wesleyan Holiness Church practices closed communion - cf. 1692; 1695.)

(3) Eligibility to fill any office or position in the local church other than those for which full membership is required by *The Discipline*, provided that the local board of administration considers the provisional member sufficiently mature in years and spiritual development, exemplary in conduct, and gifted for such service; if such office or position carries with it *ex officio* voting rights on a board or committee, the provisional member may vote in that capacity but is not entitled to vote in any session of the local church conference.

(4) The right of a hearing before the local board of administration in the event of dismissal from provisional membership, but if after such hearing the board reaffirms the vote of dismissal there shall be no further right of appeal; joining another religious body shall of itself sever membership in the Church.

(5) The right, if in good standing in any Wesleyan Holiness church, to provisional privileges in any other Wesleyan church to which he may wish to transfer his membership.

**231.** A provisional member may become a full member at any time he is qualified and received as given in 227. It shall be the duty of the pastor and the local board of administration to assist a provisional member in qualifying for full membership. If upon reception into provisional status, the member is sufficiently mature in years, every effort shall be put forth to prepare him for and receive him into full membership within one year. If upon reception into provisional status, the member is too young to profit by and respond to preparation for full membership, such may be delayed until adequate maturity is achieved. Every effort shall be put forth to prepare him for and receive him into full membership by the time of his sixteenth birthday. As a part of its annual review of the church membership roll (cf. 316:10), the local board of administration shall review the status of each provisional member and his progress toward full membership

and shall have full power by majority vote to discontinue from provisional status then or at any other time a member who has become inactive as defined in *The Discipline* 253 and 254, or to dismiss him at any time he violates the qualifications for reception into such status or his conduct becomes a reproach to the Church.

### **C. Reception of Members**

**238.** Members may be received as full members or as provisional members by confession of faith or by letter.

**239.** Those that are received as full members after having been provisional members shall be considered as having joined on confession of faith. The pastor and the local board of administration shall be responsible to provide membership training classes for all provisional members, training them in the biblical doctrines and standards of the Church, acquainting them with the history and organization of The Wesleyan Church, and explaining to them the meaning of the vows and covenant of full membership (153; cf. 1676).

**240.** Those who present letters of recommendation from other denominations shall be examined by the pastor and the local board of administration. If it is discovered that the person involved had indeed been previously converted and is fully committed to the doctrines and standards of The Wesleyan Holiness Church, he may be received as by letter (cf. 1679ff.). But if it is discovered that he has only now given his heart to Christ and is seeking after a full knowledge of the truth, he shall be encouraged to become a provisional member by confession of faith, and to prepare for full membership like any other convert.

### **D. Transfer of Membership**

**243.** When any full member or provisional member shall request a letter of transfer to another Wesleyan Holiness church, the pastor and local church secretary shall grant it on the proper form as given in 1801-1803, providing the member is neither under discipline nor under charges. Both pastor and secretary shall sign the letter, and shall send it by registered or certified mail to the pastor and local church secretary of the church to which the member is transferring. The letter shall be presented to the local board of administration of the receiving church at its next session, but not later than thirty days from the date of issuance, and acted upon in the manner indicated in 244. When the member has been duly received, the second part of the form shall be completed by the receiving church and forwarded to the church granting the transfer. The date the return letter is received shall mark the expiration of membership in the church granting the letter, and in the official membership record the local church secretary shall enter opposite the member's name, the date, and *Withdrawn by letter of transfer*.

**244.** The receiving church shall handle transfers as follows:

(1) Provisional members shall be received without action by the receiving local board of administration or local church conference.

(2) Full members shall be received, subject to the approving vote of the local church conference, unless the local church conference shall have delegated this right to the local board of administration (153:5). The transfer of full membership may be questioned by the receiving church if it is evident that the person involved is not in a state of grace or is living in open violation of the Articles of Religion or the Membership Commitments.

(3) The membership of a pastor, senior pastor, or associate pastor, and of such members of his family as so desire and have the proper credentials, shall be automatically transferred to the church to which he is appointed, or if the pastoral charge consists of more than one church, to the church of his choice. The secretary of the church from which the pastor is moving shall forward the proper forms for his membership and that of family members who so desire to the secretary of the receiving church who shall record them without any further action by the local church conference or local board of administration. The membership of an assistant pastor shall be transferred in the same manner as that of a lay member.

**245.** A member of The Wesleyan Holiness Church transferring from one local church to another shall not be required to be involved in a public service of reception.

### **E. Termination of Membership**

**247.** Full membership in The Wesleyan Holiness Church may be terminated only by one or more of the following (156):

- (1) Voluntary withdrawal.
- (2) Joining another religious body, or joining a secret order.
- (3) Expulsion after proper trial and conviction (1631:5).
- (4) Persistent neglect of church relationship as defined in 253-254.
- (5) Death.

**248.** Provisional membership in The Wesleyan Holiness Church may be terminated in any of the above ways or by simple majority vote of the local board of administration (231).

**249.** When any member requests a letter of recommendation to some other denomination, the pastor and local church secretary shall grant it on the proper form provided in 1804, if the member is neither under discipline nor under charges. Such a person's membership in the local church granting the letter shall cease immediately, and the secretary shall enter opposite the member's name, the date, and *Withdrawn by letter of recommendation*.

**250.** When any member requests a letter of withdrawal, the pastor and local church secretary shall grant it on the proper form provided in 1805. The secretary shall enter on the record book (256), opposite the member's name, the date the letter was granted, and *Withdrawn by letter of withdrawal*. If the member's withdrawal occurs during the course of a judicial investigation, the secretary shall note on the membership record, *Withdrawn under accusation*; and if withdrawal occurs during the course of a trial, *Withdrawn under charges* (cf. 1616).

**251.** When any member joins another denomination, or other religious body exercising the functions of a church, or a secret society, no trial is necessary to remove such a member. The pastor, having investigated and ascertained the facts, shall report

the same to the next session of the local board of administration, and upon the board's order the local church secretary shall enter opposite the member's name the date of the session, and *Withdrawn through having joined another body.*

**252.** When any member moves away from the church of which he is a member, and it is evident that distance will not permit his full and regular participation in the life of the church, the pastor shall encourage him to transfer his membership to the Wesleyan Holiness church nearest his new residence. To that end, the pastor shall notify the General Secretary of The Wesleyan Holiness Church of the name and address of the member (cf. 755:8).

**253.** When any member moves away from the church of which he is a member, and does not leave a forwarding address, or fails to report his spiritual standing or to send his financial support, or to transfer his membership to the nearest Wesleyan Holiness church, after one year he may be dropped from the roll provided that every effort has been made to contact him and notify him of such an intention. His name shall be dropped upon the recommendation of the local board of administration and the majority vote of the local church conference, unless the local church conference shall have delegated full responsibility in such matters to the local board of administration. The secretary shall enter opposite the member's name the date of the vote, and *Discontinued by vote.*

**254.** When any member fails to attend the services of his church for one year without a reason deemed justifiable by the local board of administration, or to support his church financially as he is able, the pastor and local board of administration shall seek to restore him to active fellowship, but if unable to do so, his name may be dropped upon the recommendation of the local board of administration and the majority vote of the local church conference, unless the local church conference shall have delegated full responsibility in such matters to the local board of administration. The Secretary shall enter opposite the member's name the date of the vote *and Discontinued by vote for persistent neglect.*

## **F. Record of Membership**

**256.** Each local church shall have a permanent record maintained by the local church secretary, in which shall be recorded all the names of the members, the time when received and whether by profession of faith or by letter, the time and manner of termination of membership, whether by some manner of withdrawal, or by discontinuance for neglect, dismissal or death; and all baptisms, marriages, pastoral terms, and other information essential to a permanent written record of the life and ministry of the local church.

## **Chapter III**

### **LOCAL CHURCH CONFERENCE**



## **A. Composition and Function**

**261.** The full members of a local church, duly called and assembled together to do business, constitute the local church conference. It is the highest governing body of a local Wesleyan Holiness church, and exercises those powers granted to the local church by the Constitution (160), and other powers specifically granted to the local church conference by the General Conference as set forth in *The Discipline*.

## **B. Sessions**

### **263. Regular Sessions.**

(1) Annual Sessions. The local church conference shall meet annually, near the close of the fiscal year, as established by the district conference (473:18), at a time arranged by the district superintendent and the pastor and announced from the pulpit, and in the weekly bulletin when such is available, at least two weeks in advance. (Cf. 267.) Reports shall be made; the officers, local board of administration, and trustees shall be elected (cf. 332; 398; 443); and such other business shall be transacted as necessary (cf. 272).

(2) Quarterly Sessions. The local church conference may choose to meet quarterly at such times as the district superintendent and pastor shall arrange, unless the district superintendent shall delegate full authority for setting such dates to the pastor in writing. Such quarterly sessions shall be announced from the pulpit and in the weekly bulletin when such is available, at least two weeks in advance of the appointed time. At each session, reports shall be given and other business transacted as necessary (cf. 272).

### **265. Special Session.**

(1) General Business. The local church conference may be called into special session by the pastor, or in times of emergency by the district superintendent, for the transaction of any business other than the election of officers, with announcement from the pulpit in two regular services, the first of which shall be given not less than one week before the appointed time. Notice shall also be given one week in advance in the church bulletin when such is available. The requirements for special sessions dealing with legal or property matters are set forth in 1498:1.

(2) Reception of Members. In those churches in which the local church conference must vote on the reception of full members (153 5), the pastor may call a special session for such a vote, with announcement from the pulpit in one regular service in advance of the appointed time.

(3) Pastoral Vote. The vice-chairman of the local board of administration (310), when authorized to do so by the local board of administration, and having notified the district superintendent, may call a special session of the local church conference to conduct a pastoral vote, with announcement from the pulpit, and in the weekly bulletin when such is available, at least two weeks in advance of the appointed time, except that during negotiations for calling a new pastor the announcement need be made only from the pulpit and in only one regular service in advance of the appointed time

## C. Organization and Procedure

### 1. Officers

**267. Chairman.** The district superintendent or his representative shall preside over the local church conference whenever present. In their absences the pastor shall preside, except over sessions dealing with the securing or retaining of a pastor. The vice-chairman of the local board of administration (310) shall preside over sessions dealing with the securing or retaining of a pastor, if the district superintendent or his representative is not present. He may also preside, at the request of the pastor, over other sessions of the local church conference. In emergencies, when the pastor is absent or incapacitated, the vice-chairman may preside over other sessions with the permission of the district superintendent

**268. Secretary.** The local church secretary, elected annually by the local church conference, shall serve as secretary of the local church conference by virtue of his office (337: 1).

### 2. Procedure

**269. Quorum.** Forty percent of the full members which assemble for a meeting of the local church conference when such has been duly called shall constitute a quorum.

**270. Voting.** A majority vote of those present and voting in the local church conference shall be sufficient in all items of business unless otherwise required by *The Discipline* or by local laws when dealing with legal matters.

**271. Rules of Order.** The business of the local church conference shall be conducted according to the current edition of *Robert's Rules of Order, Newly Revised*, except when formally suspended or otherwise ordered by *The Discipline*.

**272. Order of Business.** The local church conference, in all regular sessions, whether annual or quarterly, shall give special attention to the spiritual, numerical and financial progress of the church, including the following items:

- (1) Reading of minutes of last session.
- (2) Receiving the reports of the pastor(s), Sunday school superintendent, president of Wesleyan Men, director of Wesleyan Women's Missionary Society, director of Young Missionary Workers' Band, director of Christian Youth Crusaders, president of Wesleyan Youth, chairman of Young Adults International, and any others the local church conference shall order.
- (3) Receiving the reports of the various treasurers (cf. 353)
- (4) Receiving and acting upon the reports of boards and committees
- (5) Receiving the reports of the lay ministers
- (6) Granting or renewing of local licenses for lay ministers
- (7) Recommending suitable members to the district conference for district licenses as ministerial students or candidates and special workers (160:3-4).
- (8) Electing of officers, trustees, and delegates.
- (9) Miscellaneous business.

## D. Duties and Powers

**274.** The local church conference has duties and powers:

(1) To approve by vote the reception of full members and to expel or discontinue full members unless it delegates full authority concerning membership to the local board of administration (153:5; 160 1). Such authority may be withdrawn from the local board of administration at any annual session of the local church conference.

(2) To call a pastor or renew the call (160:2; 279:1; 284; 290; 291: 296), or to vote on the termination of a renewed call as set forth in 292:2.

(3) To authorize a nominating committee, which shall be chaired by the pastor, to which the local board of administration shall elect three representatives from its membership, and to which the local church conference may, at its option, elect three additional representatives who are not members of the local board of administration (331-332).

(4) To elect the church officers, which shall consist of the lay leader (if any), the local church secretary, the local church treasurer, the Sunday school superintendent, the trustees (designating annually at least one trustee to serve as a member of the local board of administration), members-at-large of the local board of administration, and lay delegates to the district conference (160:5-7).

(5) To receive reports from the pastor(s), church officers, lay ministers and other persons, boards, and committees as desired, and as listed in 272:2-5.

(6) To remove, when such is in the best interests of the church, by a majority vote of those present and voting, any church officer, trustee, or delegate mentioned in 274:4. (Cf. 316:25.)

(7) To license lay ministers, (160:3), and to renew or revoke such license (Cf. 316:19; 1179; 1180; 1181:2).

(8) To recommend suitable members to the district conference for district licenses as ministerial students or candidates, licensed ministers, or special workers (160:3 4)

(9) To adopt petitions or resolutions to the district conference, including memorials proposed for recommendation to the General Conference (462-464).

(10) To adopt financial policies, which policies shall be administered by the local board of administration (cf. 316:29).

(11) To authorize the enlargement or decrease of the employed staff (cf. 316:16).

(12) To adopt an annual budget (cf. 316:30), and to authorize all expenditures not provided for in the annual budget.

(13) To authorize the purchase or sale of property, the erection or major remodeling of buildings, and all mortgages or other indebtedness which encumbers the property, subject to the prior approval of the district board of administration, according to the procedure set forth in 1498-1500.

(14) To petition the district board of administration for the incorporation of the local church when it is deemed necessary as set forth in 1385, and to authorize the local board of administration to incorporate the church when such incorporation has been approved by the district board of administration (486:30)

(15) To authorize, subject to the approval of the district board of administration, the establishment and operation of a mission (cf. 203; 316:5; 486:27), a branch Sunday school, or a pioneer church, in order to share the benefits of the gospel with others.

(16) To adopt an annual calendar of events (cf. 316:6)

(17) To delegate such responsibilities as it shall choose to the local board of administration.

(18) To have recourse to a proper court of jurisdiction in any matters of controversy between itself and other local, or district, or general units or agencies of the denomination (160:8; 15744; 1581:1; 1592).

(19) To authorize the establishment of a day care and/or a day school of preschool, elementary, and secondary levels only, when such is desired, subject to approval by the district board of administration; and to delegate governance of the day care and/or day school to the local board of administration (cf. 316:34-35; 486:31; 891). A local church conference shall not formalize post-secondary education in terms of an institute or of junior college or college-level programs, without prior approval of the district conference and the General Board of Administration or its appropriate commission.

(20) To authorize significant changes in mission, facilities, or finances of an established day care and/or day school, subject to approval by the district board of administration (cf. 486:31).

## **Chapter IV**

### **PASTORS**

#### **A. Function**

**276.** A pastor is an elder or a commissioned or licensed minister, who is called of God and appointed by the Church to serve as the spiritual shepherd, teacher, and administrative overseer of the local church, preaching the Word, directing the worship, administering the sacraments and ordinances of the Church, taking the comforts of the gospel to the sin-burdened, the sick, and the distressed, discipling converts, nurturing and instructing believers, equipping and enabling them for their part in ministry, and serving as chief executive officer in the government of the local church.

**277.** A minister who serves as the sole pastor of a church shall be referred to simply as "the pastor." The term "senior pastor" shall be applied to the presiding minister of a multiple pastoral staff. The pastor shall be expected to carry out the full pastoral function as set forth in 276, and ultimate responsibility for the same shall rest upon the senior pastor. An associate pastor is a helping member of a multiple staff who normally shares a broad range of the shepherding and teaching responsibilities and such administrative responsibilities as are delegated (cf. 297). An assistant pastor is a helping member of a multiple staff who normally is assigned more limited and specific aspects of the pastoral function (cf. 298).

#### **B. Manner of Pastoral Voting**

## **1. Jurisdiction in Pastoral Voting**

**278.** All matters related to voting on securing or retaining a pastor are the concern of a pastoral charge (207), whether it consists of a single church or a circuit. In most instances, a pastoral charge will consist of one local church, and the following paragraphs are so written. If a circuit is involved, the vice-chairman of the circuit advisory council (214) assumes leadership in all negotiations, the circuit advisory council fills the role of the local board of administration, and the circuit conference rather than the local church conference is the voting body.

## **2. Regulations for All Pastoral Voting**

**279. Procedure of Pastoral Voting.** In all matters related to voting on securing or retaining a pastor, the following regulations shall be observed:

(1) All pastoral votes shall be taken at a duly announced session of the local church conference (263-265).

(2) The district superintendent or his representative shall preside over the local church conference for the taking of the pastoral vote. If neither can be present, the vice-chairman of the local board of administration (310) shall preside.

(3) All pastoral votes shall be taken by secret ballot with special provision for absentee ballots (280).

(4) A favorable vote by a majority of the local church conference voting shall be required (284, 290, 291, and 292).

(5) The minister shall be notified in writing by the local church secretary of the results of the vote, and, if the vote is favorable, of the support (including salary, expense allowances, housing, fringe benefits, moving expenses) and related matters which the church proposes to maintain.

(6) If the vote is favorable, the minister shall notify the local board of administration and the district superintendent in writing of his decision within two weeks.

**280. Absentee Ballots.** A full member, who cannot attend a pastoral vote session of the local church conference because of confining illness, required employment, or necessary out-of-town travel, may cast an absentee ballot subject to the following conditions:

(1) He shall secure a standard ballot from the local church secretary, identical to the ballots to be used at the session, and submit the marked ballot prior to the session in a sealed envelope identified with the name of the absent member.

(2) The local church secretary must certify the envelope as being submitted by a member to whom he has supplied a ballot, and who is eligible to cast an absentee ballot.

(3) Envelopes containing such absentee ballots shall be opened at the session in which the vote is taken, by the secretary in the presence of the chairman, prior to the tallying of the vote, and ballots placed without inspection with the others for counting by the tellers.

**281. District Approval of Pastoral Agreement.** A pastoral agreement, whether for an initial call or a renewal of call, must be reviewed and recommended by the district board of administration, and becomes final upon the approval of the district

conference. Each year the district board of administration shall review those pastoral agreements which are continuing before making its report to the district conference (473:26; 486:9).

**282. Time of Pastoral Changes.** Except for such emergencies as resignations, removals, or deaths, pastoral changes shall take place at the close of the session of the district conference or at such time as the district conference shall designate.

**283. Annual Review of Pastoral Support.** The pastor's financial support and related matters shall be reviewed annually by the local board of administration prior to the annual session of the local church conference, whether or not a vote is being taken on the securing or retaining of a pastor. If salary schedules previously adopted by the local church conference must be amended before necessary improvements are made, the local board of administration shall make appropriate recommendations. A report of the final action, whether by the local board of administration or by the local church conference, shall be sent by the local church secretary in writing to both the pastor (or pastor-elect, cf. 279:5) and the district superintendent.

### **3. Regulations for Initial Call of Pastor**

**284. Procedure of Initial Call of Pastor.** Whenever it is necessary for a pastoral charge to secure a new pastor, the following regulations shall be observed:

(1) The vote shall be for a one-year call, subject to such adjustment as the district superintendent shall approve, so that the term shall expire at the uniform time set by the district conference (282).

(2) The local board of administration, under the leadership of its vice-chairman, shall counsel with the district superintendent concerning possible candidates. If the church desires to call a minister from another district, the local board of administration shall first secure from its own district superintendent and General Superintendent assurance that his transfer would be approved (cf. 158:6).

(3) When a candidate has been approved by a majority vote of the local board of administration (cf. 316:13), his name shall be presented as a nomination to the local church conference, and the vote shall be taken in keeping with the regulations governing all pastoral voting (279).

**285. Waiver of Local Church Rights.** If a pastoral charge has been unable to secure a pastor prior to thirty days before the annual session of the district conference, the local church conference may, at any time thereafter, by majority vote delegate full authority for the employment of a pastor to the local board of administration, or it may waive its rights and leave the selection of a pastor to the nomination of the district board of administration and appointment by the district conference. If a pastoral charge waives its rights, or if neither local church conference nor local board of administration shall have secured a pastor by the time the annual session of the district conference convenes, the district board of administration shall nominate a pastor for appointment by the district conference. A pastor so appointed shall be received and supported by the pastoral charge the same as if he had been employed in the usual manner.

**286. First-Year Resignation.** If a pastor resigns during his first year of service to a church, he must notify the local board of administration and the district

superintendent sixty days in advance. If the district superintendent and the local board of administration deem it wise, he may be released sooner.

**287. First-Year Removal.** During the first year of a pastor's service, the district board of administration may remove him by a two-thirds majority vote of all members, provided such has been requested by the local board of administration by a two-thirds majority vote in a meeting presided over by the district superintendent, or such has been recommended by the district superintendent (cf. 486:35).

**288. Ad Interim Procedures.** If a pastoral charge is left without a pastor between sessions of the district conference due to death, resignation, or removals the local board of administration and the local church conference shall follow the regular procedures for securing a new pastor with all arrangements subject to the approval of the district board of administration (cf. 486:35).

#### 4. Regulations for Renewal of Call

**290. Procedure for Renewal of Call.** Whenever a pastor's term of service is expiring, unless he shall give notice otherwise to the vice-chairman of the local board of administration (310) and the district superintendent, in writing and at least sixty days prior to the convening of the district conference, he shall be considered as available, and a vote on the renewal of his call shall be taken in keeping with the regulations governing all pastoral voting (279).

(1) One of the following alternative procedures shall be followed:

(a) A vote for a two-year renewal of the call shall be taken. If the vote on a two-year renewal of the call is favorable, the local board of administration, after consulting with the pastor, may then recommend that a ballot vote be taken to renew the call for three years, four years, or, if the pastor has served the church for at least three years, for an extended period (291).

(b) Or, prior to the vote on renewing the call, the local board of administration, after consultation with the pastor, shall recommend to the local church conference a specific call for two, three, or four years, or, if the pastor has served the church for at least three years, an extended call.

(2) A vote for a one-year renewal of the call may be authorized by the district board of administration upon the joint request of the pastor and the local board of administration when such is due to extenuating circumstances such as the pastor's approaching retirement.

##### **291. Special Regulations for Extended Call.**

(1) When a pastor is serving for an extended period, he may, when he deems it advisable and when approval has been granted by the district superintendent ask the local board of administration to conduct a vote by the local church conference on renewing the extended call. Such a vote shall be conducted in keeping with 279.

(2) When a pastor is serving for an extended period, the district superintendent shall review the pastoral agreement with the local board of administration biennially. The local board of administration by a majority vote shall either reaffirm the call or ask the local church conference to vote on renewing the call. Such a vote shall be conducted in keeping with 279.

**292. Termination of Renewed Call.** The service of a pastor whose call has been renewed may be terminated prior to the expiration of his term or in the interim of biennial reviews of an extended call (291:2) in one of three ways:

(1) The pastor may resign, provided that the termination of his service first approved by the district board of administration. Except as otherwise mutually agreed upon by the local board of administration and the district board of administration, notification of the pastor's resignation shall be given at least sixty days in advance and the resignation shall become effective in sixty days or at the time set by the district for pastoral changes (282).

(2) If one-third of the members of the local board of administration so request the district superintendent in writing, and if the matter of concern that makes such action necessary is clearly and specifically stated he or his representative shall call and preside over a special session of the local board of administration for the purpose of deciding on whether to call for a pastoral vote by the local church conference. If the local board of administration by majority vote calls for the taking of such a vote, and the district board of administration approves the taking of the same, it shall be taken in keeping with 279. If there is a majority vote of the local church conference in favor of retaining the pastor, and he agrees to remain, he shall be free to continue as if the vote had not been taken. If less than a majority are favorable to retaining the pastor, his service shall terminate at the time set by the district for pastoral changes (282), or at a time mutually agreed upon by the pastor, the local board of administration, and the district superintendent.

(3) The district board of administration may, by a majority vote, order the district superintendent to conduct a pastoral vote in keeping with 279. Or the district board of administration, upon the recommendation of the district superintendent (511:19), and for the sake of the pastoral charge involved, may remove the pastor by a two-thirds majority vote of all members (486:35), with his services terminating in sixty days unless ordered otherwise by the district board of administration. If at any time the district board of administration shall deem it in the interests of the district as a whole that the pastor be free to serve elsewhere, it may by majority vote request him to resign.

### **C. Duties and Powers**

**294.** The pastor shall administer the spiritual and temporal affairs of the work under his care in keeping with *The Discipline* and other general and district regulations, and shall be responsible:

#### **General**

(1) To devote himself diligently to the study of the Scriptures, to prayer, and to the work assigned to him.

(2) To seek, by all means, the conversion of sinners, the sanctification of believers, and the upbuilding of God's people in the most holy faith.

(3) To pray to God for and with his flock.

(4) To feed the flock by reading, expounding, teaching, and preaching the Word.

(5) To have the general guidance, under the Holy Spirit, of the religious services including the midweek service, cultivating the practice of corporate worship.



(6) To administer, if an elder (158:1) or a commissioned (1117:3), or licensed minister (1114:1), the sacraments of baptism and the Lord's Supper. Each pastor shall provide for the observance of the Lord's Supper at least once every three months. A supply pastor shall secure the services of an elder, or a commissioned (1117:3), or licensed minister who is a pastor, for such observance.

(7) To solemnize, if an elder (158:1) or a commissioned (1117:3), or licensed minister (1114: 1), the rite of matrimony, in keeping with the Scriptures and *The Discipline* (131:10; 1130); to counsel with those being married and those already married, emphasizing the spiritual values in all phases of marital and parental life, seeking to develop the spiritual ideals and resources necessary to build permanent unions and godly homes (cf. 187:6).

(8) To comfort the bereaved and to bury the dead.

(9) To provide pastoral guidance and oversight through visitation and counsel to the members of the church and to others in need of a pastor's help. The minister, as counselor, has the right to protect the conversation with a counselee as privileged communication.

(10) To keep all members fully conversant with the Christian life-style set forth in the Membership Commitments and the biblical basis for the same, and to maintain with diligence and love adherence to these membership requirements (cf. 130-132).

(11) To be responsible for the instruction of all prospective members in the Articles of Religion, Membership Commitments, and polity of The Wesleyan Holiness Church, and in the meaning and purpose of church membership, holding or arranging for membership classes for provisional members that they might be adequately prepared for full membership (cf. 239-240; 316:7; 363:11; 396; 894:5).

(12) To administer the ritual of membership and to give the right hand of fellowship on behalf of the church to new members (227:3; 1670-1689).

(13) To report the names and addresses of members who have moved away to the General Secretary of The Wesleyan Church (252).

(14) To grant, in conjunction with the local church secretary, letters of transfer, recommendation, or withdrawal (243; 249; 250; 1801-1805).

(15) To receive any complaint or accusation against any member of a church under his care, and to give such his prompt and careful attention as required under the Judiciary (1560:1,4; 1602), and to refer any matter requiring official investigation or judicial proceedings to the local board of administration for disposition (316:11).

### **Administrative**

(16) To preside as chairman of the local church conference and the local board of administration except as otherwise provided (267; 309-310), and to oversee and direct all departments and local church organizations as the chief executive officer.

(17) To serve as a voting member of boards and committees established by the local board of administration, and to meet with all boards and committees as time will permit.

(18) To meet with Wesleyan Men, Wesleyan Women's Missionary Society, Wesleyan Youth, and Young Adults International and any of their committees as he deems best and to call a special meeting of an auxiliary or any of its committees, to serve

as an *ex officio* member of the executive committees of the auxiliaries (1216:1; 1242:1; 1280:3f; 1341:1), and as chairman, or to appoint a representative as chairman, of the nominating committees of the auxiliaries(1216:5; 1242:5; 1341:5).

(19) To give leadership to the missionary, evangelistic, educational, and devotional programs of the local church in harmony with objectives and programs of the district and the general church; to request the approval of the district superintendent for the use of an evangelist or worker who is not a member of The Wesleyan Holiness Church for a revival or any other event (cf. 511:21).

(20) To promote all the interests of the general church and the district on his charge, in the manner and to the extent authorized by the General Conference, the General Board of Administration, and the district conference

(21) To instruct his people concerning the financial plans of the general church and of the district, and to see, together with the local board of administration, that the United Stewardship Fund and all other obligations are met in full; and to protect his church from solicitations not authorized by the general church or the district.

(22) To promote stewardship, emphasizing tithing and the storehouse plan as a part of the Christian's total stewardship (cf. 195 198), and to see that tithes and freewill offerings are collected regularly.

(23) To see that trustees are elected and all church property properly secured according to *The Discipline* and the local laws, with all legal papers submitted to the district superintendent for approval.

(24) To see that no steps are taken involving a church under his care in financial liability without proper authorization from the local board of administration and local church conference, or without the approval of the district board of administration when such financial liability involves the mortgaging or other encumbering of the church property (274:12-13; 316:30-31; 486:30).

(25) To see that all property and building transactions are carried out as set forth in 1498- 1500.

(26) To circulate holiness literature, promoting all subscription campaigns for *The Wesleyan Holiness Advocate* and other official general church or district periodicals, setting a proper example with his own subscriptions; and to use in all educational departments and agencies curriculum materials provided by The Wesleyan Church.

(27) To have general supervision of the educational program of the local church, organizing classes for the instruction of adults, youth, and children in the Word of God and for Christian living, attending all sessions possible, promoting the faithful attendance of his members, and providing for the instruction and inspiration of the leaders in educational work.

(28) To enlist youth for the gospel ministry, and for missionary and other special work, encouraging and helping them to prepare for their God-appointed task at educational institutions provided by The Wesleyan Holiness Church; to sign, in conjunction with the local church secretary (337:3), licenses for lay ministers granted by the local church conference (274:7; 316:19); and to have the oversight over all lay ministers employing their services as constantly and effectively as possible.

(29) To recommend to the local board of administration a potential associate pastor (296); to nominate to the local board of administration an assistant pastor (297) or a lay assistant to the pastor (299); to nominate to tile local board of administration all members of the employed staff; and to supervise, with the assistance of the local board

of administration, the services of all employed staff members, including the custodians (cf. 316:16).

(30) To see that up-to-date files are kept on the church constituency, membership, Sunday school enrollment, the membership of subsidiary organizations, and subscriptions to the various general church and district publications, and to be ready to turn over such lists to his successor (cf. 256; 337:2,5; 370; 388; 1217:4; 1243:5; 1280:3c; 1343:3).

(31) To see that adequate historical records and financial records are maintained for the church (cf. 256; 345:2, 6; 371; 1217:5; 1243:6; 1280:3c; 1343:3).

(32) To see that all necessary data are collected for the various statistical and financial reports, and to present reports to the local board of administration monthly, to the local church conference at its regular sessions, to the district superintendent quarterly and as requested, to the district conference annually on forms approved by the General Board of Administration and to various general church or district departmental officers as required.

(33) To attend district conference sessions, institutes, and conventions planned for his edification by the general church or the district, and to participate in the life and work of the district and the general church as opportunity affords.

#### **D. Pastoral Staff**

**296. Pastor/Senior Pastor.** An elder or a commissioned or licensed minister who is called of God and appointed by the Church to serve as sole pastor of a church shall be referred to simply as "the pastor." The term "senior pastor" is applied to the presiding minister in a multiple pastoral staff who bears ultimate responsibility for carrying out the function set forth in 276.

**297. Associate Pastor.** An associate pastor is an elder or a commissioned or licensed minister, who is called of God and appointed by the Church to serve along with the senior pastor and under his direction as assigned by the senior pastor and approved by the local board of administration; his assignment normally includes a broad range of the shepherding and teaching responsibilities and such administrative responsibilities as are delegated, but may be concentrated on one or more specific aspects of ministry (cf. 276). His calling and assignment shall be subject to the following guidelines:

(1) The associate pastor shall have training, experience, and ministerial standing compatible with those of the senior pastor.

(2) The associate pastor is recommended to the local board of administration by the senior pastor; he cannot be employed initially nor can his call be renewed without the express recommendation of the senior pastor. Otherwise, his call is made and renewed by the local church conference in the same manner as that of the senior pastor, except that the termination point for his call can never be later than that of the senior pastor.

(3) The associate pastor's appointment may be terminated in the same manner as that for a pastor, with the additional provision that his term of service will end whenever there is a change in senior pastors in the local church which he serves. Whenever a senior pastor terminates his service at a time other than the uniform time of pastoral change (282), the associate pastor's term shall expire at the succeeding uniform time for

such change. The newly called senior pastor may recommend renewal of the call for the associate pastor to the local board of administration.

(4) If a clergy couple is appointed to the pastoral staff, only one shall be designated as senior pastor.

**298. Assistant Pastor.** An assistant pastor is an elder or a commissioned or licensed minister, who is called of God and appointed by the Church to serve under the direction of the senior pastor as assigned by him and approved by the local board of administration; his assignment normally includes more limited and specific aspects of the pastoral ministry (cf. 277). His calling and assignment shall be subject to the following guidelines:

(1) The assistant pastor shall have the training, experience, and ministerial standing which are suitable for his assignment.

(2) The assistant pastor is recommended to the local board of administration by the senior pastor; he cannot be employed initially nor can his call be renewed without the express recommendation of the senior pastor. While the local church conference creates the position, the local board of administration employs the person subject to the recommendation of the pastor and the approval of the district conference. His employment shall be for one year at a time except that its termination point can never be later than that of the senior pastor.

(3) The assistant pastor's appointment may be terminated at any time at the pastor's recommendation and the vote of the local board of administration. His term of service will end whenever there is a change in senior pastor in the local church which he serves. Whenever a senior pastor terminates his service at a time other than the uniform time of pastoral change (282), the assistant pastor's term shall expire at the succeeding uniform time for such change. The newly called senior pastor may recommend the reemployment of the assistant pastor to the local board of administration.

(4) The office of assistant pastor is an employed position, subject to final approval by the district conference. It is to be assigned to no one as an honor or to provide special status.

**299. Lay Assistant to the Pastor.** Laymen may also serve as paid assistants. While the local church conference creates the position, the local board of administration employs the person subject to the recommendation of the pastor.

(1) The lay assistant must be a member of the local church employing him.

(2) Employment shall be for one year at a time.

(3) Employment of a licensed or commissioned special worker shall be subject to review by the district board of administration and appointment by the district conference.

## Chapter V

### LOCAL BOARD OF ADMINISTRATION

#### A. Function

**301.** The local board of administration carries out the will of the local church conference, serving as the chief governing and coordinating body of the local church in the interim of local church conference sessions.

## **B. Membership**

**303.** The local board of administration consists of the pastor as chairman, the associate pastor (except when the pastor's spouse), the church secretary, the church treasurer, the Sunday school superintendent, and at least one member of the board of trustees designated by the local church conference. In addition, the local church conference may elect up to fifteen members-at-large to provide for proper representation within larger congregations, and may designate the assistant pastor(s), lay assistant(s) to the pastor, lay leader, and other trustees as *ex officio* members of the local board of administration. In case the local church conference chooses not to elect a local church treasurer and/or a Sunday school superintendent but to assign their duties to employed or appointed staff, and such are full members of the local church, it may designate such persons as *ex officio* members of the local board of administration.

**304.** It is strongly recommended that no two persons of the same household be elected to serve on the same local board of administration, and that no person shall be elected to more than one office carrying *ex officio* membership on the board.

## **C. Sessions**

**306. Regular Sessions.** The local board of administration shall meet monthly at such time and place as it shall choose.

**307. Special Sessions.** The local board of administration may authorize special sessions as it deems necessary, or it may be called into special session by the pastor, the vice-chairman (for sessions dealing with a pastoral vote, or with the pastor's financial support and related matters), or in times of emergency by the district superintendent or his representative. A special session may be held without previous announcement, if all members of the local board of administration are present. Otherwise, each shall have been notified either personally or by a notice mailed to his residence at least forty-eight hours prior to the convening of the session. A special session may not be conducted in the absence of the pastor except as provided for in 310.

**308. Evaluation Sessions.** Periodically, either during regular sessions or 11 in a session called specifically for self-evaluation, the local board of administration shall consider its priorities, review the distribution of its time and evaluate the effectiveness of its efforts, using the duties and powers listed in *The Discipline* as a guide. The method and extent of each evaluation shall be determined by the board, but special attention should be focused on those responsibilities that are most likely to contribute to future outreach and growth to the glory of God.

## **D. Organization and Procedure**

### **1. Officers**

**309. Chairman.** The pastor shall be chairman of the local board of administration, *ex officio*, presiding over all sessions except as noted in 310.

**310. Vice-chairman.** The local board of administration shall elect one of its members as vice-chairman. The vice-chairman may preside over meetings of the local board of administration when a pastoral vote or the pastor's support is under discussion (for exceptions, cf. 287; 292:2). He may also preside over sessions or portions of sessions of the local church conference dealing with a pastoral vote or the pastor's support when neither the district superintendent nor his representative is present (265:3, 267, 279:2). He may preside, at the request of the pastor, over other sessions of the local board of administration or of the local church conference. In emergencies, when the pastor is absent or incapacitated, he may also preside over other sessions of the local board of administration and local church conference with the permission of the district superintendent. The district superintendent or his representative shall preside over all sessions of the local board of administration considering the termination of a pastoral agreement (287; 292:2), and in times of emergency.

**311. Secretary.** The local church secretary shall be secretary of the local board of administration, *ex officio* (337:1). If he is absent, the local board of administration may elect a secretary pro tem.

### **2. Procedure**

**313. Quorum.** A majority of the members of the local board of administration shall constitute a quorum.

**314. Voting.** A majority vote of those present and voting shall be sufficient in all items of business except when voting on the reception of a full member against whom an objection has been made, which shall require a two-thirds majority vote of those present and voting (153:5; 316:8) and when petitioning the district board of administration to remove a pastor during his first year of service, which shall require a two-thirds majority vote of those present and voting (287; 316:13).

## **E. Duties and Powers**

**316.** The local board of administration shall administer the affairs of the church in keeping with *The Discipline*, other general and district regulations, and the directions of the local church conference, and shall be responsible:

### **General**

(1) To direct all activities of the church toward the spiritual, moral, and social maturity of its people.

(2) To provide a place of worship.

(3) To counsel with the pastor, as he may request, concerning all phases of his work, and to coordinate the work of all the officers, boards, committees, and auxiliaries of the church (cf. 383:3).

(4) To receive monthly reports from the pastor (294:32), associate and assistant pastor(s), church treasurer (345:3), Sunday school treasurer (371); quarterly reports from Sunday school superintendent (368:7); and reports as the local board of administration shall require from all officers, boards, committees, auxiliaries, and auxiliary officers ( 121 7:5b; 1 243:6b).

(5) To direct the church in its evangelistic outreach, seeking to win its community to Christ; to establish an extension department of the Sunday school (378); to recommend to the local church conference the establishment and operation of a mission, a branch Sunday school, or a pioneer church, as it deems necessary and proper (cf. 203; 274:15).

(6) To recommend to the local church conference an annual calendar of events (cf. 274:16).

### **Membership**

(7) To provide for the examination of all candidates for church membership, which may be done by delegating the actual examination to a committee on witness and membership (342-343); and to assist the pastor in providing church membership classes (239-240; 294: 11; 363: 11; 894:5).

(8) To make recommendations concerning the reception of full members to the local church conference, unless full authority concerning such reception has been delegated by the local church conference to the local board of administration (153:5; 274:1); and when such authority has been delegated, to authorize the reception of full members by a majority vote, except that when an objection is raised against the reception of a member it shall require a two-thirds majority of those present and voting to receive (153:5; 227:2, 314).

(9) To approve, by its own authority, the reception of provisional members (229); or to drop provisional members from the roll (231; 248-254).

(10) To examine the church membership roll annually, and to provide for its revision according to the provisions of *The Discipline* (227-256; cf. 274:1).

(11) To consider all accusations and charges against members of the local church (cf. 1560), and to appoint a committee of investigation and a local judicial committee as provided for in the Judiciary (1560:1, 4; 1562; 1608; cf. 1564; 1574: 1)

(12) To instruct the church secretary concerning the removal of the name of a member who has joined another religious body or secret society (251); to recommend to the local church conference that it remove from the roll by majority vote the name of a member who has moved away and neither transferred his membership to the nearest Wesleyan Holiness church nor maintained contact with and support of his former church (253), and that it remove by a majority vote the name of a member who has failed to attend or support his church for one year without proper reason (254), unless the local church conference shall have delegated full responsibilities in such matters to the local board of administration (274:1).

### **Pastors, Staff, and Licensed Workers**

(13) To nominate pastor and associate pastor to the local church conference (284:2-3; 297:2); to assume full responsibility for securing a pastor when such is delegated by the local church conference (285), and to recommend to the district board of administration by a two-thirds majority vote the termination of a pastoral agreement if such becomes necessary during the first year of a pastor's service (287).

(14) To recommend to the local church conference after a favorable vote has been received for a two-year renewal of the call, the renewal of the pastor's call for a term of three years, four years, or, if the pastor has served the church for at least three years, for an extended period (290:1a); or to recommend prior to the vote on the renewal of call, and after consultation with the pastor, a specific call for two years, three years, four years, or, if the pastor has served the church for at least three years, an extended call (290:1b); to review biennially with the district superintendent an extended call and by majority vote to reaffirm the call or recommend for the local church conference to vote on renewing the call (291:2); to meet, at the request of one-third of its members and under the chairmanship of the district superintendent or his representative, to consider the possibility of ordering a pastoral vote before the expiration of a renewed call, and to call for such a vote by a majority vote (292:2).

(15) To review annually the pastor's support and related matters (283).

(16) To recommend to the local church conference the number of employed staff positions, including office secretary, custodian, and assistant pastor(s) (274:11); to employ persons for all such staff positions as have been authorized by the local church conference, subject to the pastor's nominations for office employees and assistant pastors and the board of trustees' nominations for custodians; to define the duties and working conditions of all such employees; and to assist the pastor in the supervision of all employed staff members.

(17) To employ evangelists, evangelistic singers, and other special workers as needed (cf. 511:21), and to consult with the district superintendent if such evangelists are from another district, general conference or denomination.

(18) To provide, in cooperation with the pastor, for the supply of the pulpit during the pastor's absence; and to provide, in cooperation with the district superintendent, for the supply of the pulpit during temporary vacancies.

(19) To recommend to the local church conference the licensing and the renewing or revoking of licenses of lay ministers (cf. 274:7) and to recommend to the district board of administration educational dispensations.

(20) To recommend ministerial students or candidates and special workers to the local church conference for their approval and recommendation to the district conference for district licenses (cf. 160:4).

### **Officers, Boards, Committees, and Auxiliaries**



(21) To elect, when so authorized by the local church conference (274:3), three members of a nominating committee from among the members of the local board of administration to serve as set forth in 331 -332.

(22) To elect annually at such time as it shall determine, an auditing committee (353); all Sunday school officers except the superintendent, and all departmental supervisors and teachers (363:7; 369-372; 374); one or more offering tellers (346:3); a local secretary for Church periodicals (344); and such of the following as are needed and can be supplied: financial or tithing secretary (346:2), musicians (358), CYC director (383:1), children's church director (cf. 363:7), vacation Bible school superintendent (cf. 363:7), local educational secretary (386), literature secretary (388), local missions secretary (389), local evangelism secretary (390), adult youth leader (1280:2a), and other special assignments (cf. 1244:1).

(23) To approve two or more nominees submitted by the nominating committees, or to present other nominations as desired, for the president of Wesleyan Men (1216:5), the director of the Wesleyan Women's Missionary Society (1242:5), and the chairman of Young Adults International (1341:5), and to ratify the election of officers by these auxiliaries; to ratify the election of Wesleyan Youth officers (1280:2b), and to review and approve the actions of all the auxiliaries (1216:5; 1217:2,6; 1218; 1242:7; 1243:2,9; 1245; 1280:2b,3a,f; 1284; 1341:5,7; 1343:4; 1345)

(24) To organize and elect such boards and committees as it deems necessary to the proper organization of the church, such as the committee on witness and membership (342-343), committee on finance and stewardship (355-356), music committee (358-359), ushering committee (359), communion committee (359), committee on missions (395), and committee on evangelism (396); and to receive and evaluate their recommendations, including their appointment of subcommittees; to serve as or to establish a local board of Christian education, to determine its membership and to elect such members, and to delegate full authority of the duties listed in 363: 1-21 as it deems wise (cf. 361; 363:1-22).

(25) To recommend to the local church conference the removal from Office of any church officer, trustee, or delegate (160:5; 274:4,6), and to remove by majority vote of the local board of administration all who fill other positions (334:4) and officers of auxiliaries (1216:7; 1242:7; 1280:5; 1341 :7)

(26) To fill all vacancies occurring in those offices elected by the local church conference, in the interim of its annual sessions, and all vacancies occurring in offices elected by the local board of administration; and to provide for the filling of vacancies in the auxiliaries in keeping with their respective constitutions(1216:7; 1242:7; 1280:5; 1341:7).

### **Property and Finance**

(27) To direct the local board of trustees in the maintenance of church property, the signing of notes and mortgages, and the attending to all legal matters connected with the church, in keeping with the requirements of local laws (1467), and *The Discipline* (348-351; 1465-1500; 1511).

(28) To direct the local board of trustees to secure sufficient property and liability insurance to cover all buildings and vehicles owned and operated by the local church (350:8).

(29) To recommend to the local church conference financial policies, and to administer such as are adopted (cf. 274:10). The local board of administration shall review all plans of support annually, adjusting salaries as advisable, recommending changes in the financial policies as necessary.

(30) To recommend an annual budget to the local church conference, to assist the pastor in securing the money necessary to fund the adopted budget, and to authorize expenditures within the limits of the adopted budget (274:12; cf. 355-356).

(31) To recommend to the local church conference: all major expenditures or investments; the purchase or sale of property, the erection or remodeling of buildings, all mortgages or other indebtedness which encumbers the property, and major items of equipment (274:13; 1498-1500); and other expenditures not provided for in the annual budget (274-12).

(32) To implement all general church and district plans which apply, the local church, and to see that the local church raises its assigned portion of the United Stewardship Fund, supports all other general church financial campaigns and offerings, and raises the amount assigned to it by the district conference for the support of the district work.

(33) To open the doors of the local church to properly authorized representatives of the general church, the general educational institutions of the area, and the district for the presentation of their interests and for the receiving of offerings in keeping with the approved financial plan.

#### **Day Care and/or Day School**

(34) To present a plan for day care and/or day school to the district board of administration for approval following authorization by the local church conference (274:19); to govern and direct a day care and/or day school when such has been properly approved (486:31), or to govern while delegating the operation to a separate school board which it shall elect; and after a day care and/or day school has been established to present any plans for a significant change in mission, facilities, or finances to the district board of administration for approval (486:31).

(35) To establish a separate treasury for a properly approved day care and/or day school (cf. 274:19; 486:31; 773:4), and to adopt financial policies to assure adequate supervision and accountability.

#### **F. Pastor's Advisory Committee**

318. In larger congregations, when the local board of administration has more than ten members, the local church conference may establish a pastor's advisory committee consisting of the lay leader, the vice-chairman of the board, the church secretary, the church treasurer, the chairman of the board of trustees, and the Sunday

school superintendent. This committee shall have no authority for final action in any matter except to render opinions on such questions as the pastor shall refer to them.

## **Chapter VI**

### **LOCAL CHURCH OFFICERS AND COMMITTEES**

#### **A. List of Local Church Officers, Boards and Committees**

**321.** The following summarizes for quick reference the various officers, boards, and committees of the local church:

- (1) The church *shall* have:
  - auditing committee (353)
  - board of administration, local (301-316)
  - Church periodicals secretary (344)
  - church secretary (337)
  - church treasurer (345)
  - delegate to district conference (398: 439; 442-445)
  - offering teller (346:3)
  - pastor (276-294)
  - trustees (348-351)
  - vice-chairman of local board of administration (310)
- (2) The church *may* have:
  - advisory committee (318)
  - assistant treasurer (346:1)
  - associate or assistant pastor (296-299)
  - building committee (350:6)
  - children's church director, staff, and committee (363:2,7-8)
  - Christian education board (361-363)
  - Christian Youth Crusaders director, staff, and committee (382; 383:1-2)
  - communion committee (359)
  - custodial staff (316: 16; 350:5)
  - day care and/or day school board (274: 19; 316:34-35; 486:30)
  - educational secretary (386)
  - evangelism secretary and committee (390; 396)
  - fellowship committee (363:19)
  - finance and stewardship committee (355-356)
  - financial or tithing secretary (346:2)
  - judicial committee (399; 1562)
  - lay leader (339)

literature secretary (388)  
missions secretary and committee (389; 395)  
musicians and music committee (358-359)  
nominating committee (331 -332)  
office staff (294 : 29; 316: 16)  
Sunday school superintendent, staff, and committee (365-376)  
ushering committee (359)

vacation Bible school superintendent, staff, and committee (363:2, 7-8)  
witness and membership committee (342-343)

(3) The church may have the following auxiliary officers and committees:

Wesleyan Men officers and committees (1216-1217)

1243) Wesleyan Women's Missionary Society officers and committees (1242 -

Wesleyan Youth officers and committees (1280)

Young Adults International officers and committees (1339- 1343)

Young Missionary Workers' Band director (1243:7)

## **B. General Regulations**

### **1. Minimum Organization**

**324. Mission.** A mission (203) shall have no local boards, officers, or committees except such as are appointed by the pastor, are amenable to him, and can be replaced at his discretion.

**325. Pioneer Church.** A pioneer church may also operate without any regularly constituted officers other than the pastor, but will ordinarily have a secretary-treasurer and Sunday school superintendent appointed by the district superintendent in cooperation with the pastor. The pastor and these two officers will form the local advisory council. This council may then appoint such other officers and committees as are needed and for which qualified personnel are available. (Cf. 205:3; 1216:4; 1242:4; 1280; 1341.)

**326. Church.** An established church, in addition to the local church conference and the local board of administration, shall have a minimum organization consisting of a local church secretary (337), a local secretary for Church periodicals (344), a local church treasurer (345), an offering teller (346:3), and an auditing committee (353), a board of trustees consisting of at least three members (348-351). Normally it would have a Sunday school superintendent and staff (368-375). Additional offices, positions, and committees may be added as provided herewith by the local church conference and the local board of administration as need requires and as qualified personnel are available.

### **2. Church Officers**

**330.** The church officers shall include all members of the local board of administration, local church trustees, lay leader, and delegates to district conference, and assistant treasurer, who shall serve subject to the following regulations:

(1) They must be full members of the local Wesleyan church electing them (155:3).

(2) They shall be elected by the local church conference at its annual session (160:5-7; cf. 331-332), except persons filling offices designated by the local church conference as *ex officio* members of the local board of administration but chosen by the local board of administration (cf. 303). Vacancies occurring between annual sessions of the local church conference shall be filled for the unexpired term by the local board of administration. Vacancies may occur by death, by cessation of membership in The Wesleyan Holiness Churches by resignation from office, or by removal (330:4).

(3) They shall carry out their duties as given in *The Discipline* and as further defined by the local church conference and the local board of administration.

(4) They shall be under the general supervision of the pastor, shall be amenable to the local church conference, and may be removed for cause or when the best interests of the church so require, upon recommendation of the local board of administration and by a majority vote of the local church conference, or as otherwise provided for.

### **3. Nominating Committee**

**331.** Each established church may have a nominating committee consisting of the pastor as chairman and three members elected by the local board of administration from its membership (274:3; 316:21). The local church conference may, at its option, elect three additional representatives who are not members of the local board of administration. The elected members of the nominating committee shall not succeed themselves, and shall not be re-elected until after a lapse of one year.

**332.** When a nominating committee has been established, it shall present to the local church conference, at its annual session, nominations for each of the following offices: lay leader (if any), local church secretary, local church treasurer, the Sunday school superintendent, and one or more trustees (348). Two or more names shall be presented for each office insofar as is possible (cf. 304). The nominating committee shall present, at the properly announced session of the local church conference (cf. 398; 443), nominations for as many delegates to the district conference as the district board of administration shall determine (442). The nominating committee may be used for other nominations as ordered by the local church conference, or as ordered by the local board of administration for positions elected by the board (cf. 334).

### **4. Other Positions**

**334.** Persons holding positions of service within the local church, other than those specifically designated as church officers in 330, and including membership on committees, shall be governed by the following regulations:

(1) They shall be full members of the local Wesleyan Holiness Church electing them in those instances in which *The Discipline* requires it.

(2) They shall be elected annually by the local board of administration (316:22, 24), or as otherwise provided (cf. 363:7).

(3) They shall carry out their duties as given in *The Discipline* and as further defined by the local church conference and local board of administration.

(4) They shall be under the general supervision of the pastor, shall be amenable to the local board of administration, and may be removed for cause or when the best interests of the church so require, by a majority vote of the local board of administration.

(5) Vacancies may occur by death, by cessation of membership in The Wesleyan Holiness Church, by resignation from office, or by removal (334:4), and shall be filled for the unexpired term by the local board of administration.

## **5. Installation Service**

**335.** Those elected to church offices and to other positions of service within the local church should be installed in office at an annual installation service following the ritual given in 1768.

## **C. Witness and Membership**

### **1. Church Secretary**

**337.** The local church conference, at its annual session, shall elect by ballot, from among its full members, a church secretary (cf. 331-332); to serve for one year or until his successor is elected. He shall be an *ex officio* member of the local board of administration (303). General regulations covering this office are given in 330. The duties and powers of the local church secretary shall be:

(1) To record correctly and to preserve faithfully the minutes of all sessions of the local church conference and the local board of administration.

(2) To maintain the local church's book of records, containing the membership roll, record of baptisms, marriages, and pastoral terms, and other information essential to a permanent written record of the life and ministry of the church (256).

(3) To issue, in conjunction with the pastor, all letters of transfer, recommendation, and withdrawal (243; 249-250; 1801-1805); and to sign, in conjunction with the pastor (294:28), licenses for lay ministers granted by the local church conference (274:7; 316:19).

(4) To send to the district secretary a certified list of lay delegates to the district conference duly elected by the local church conference, immediately upon their election, and subsequently to certify an alternate delegate (cf. 398; 442-445).

(5) To have custody of all record books of all departments of the church, including auxiliary organizations, after such books are full or in disuse, and to take whatever steps are necessary to preserve them and other historical records and materials, as directed by the pastor and the local board of administration.

## **2. Lay Leader**

**339.** The local church conference, at its annual session, may elect by ballot, from among its full members a lay leader (cf. 331-332), who shall serve for one year or until his successor is elected, and whose function shall be to assist the pastor in such manner as the pastor shall recommend and the local church conference shall approve. General regulations concerning this office are given in 330. The duties of the lay leader may include any or all of the following: member *ex officio* of the local board of administration (303), leader under the pastor's direction of church prayer meetings or of small groups, classes, or neighborhood prayer cells for the deepening of spiritual life and home evangelism.

## **3. Committee on Witness and Membership**

**342.** The local board of administration may establish a committee on witness and membership, composed of the pastor, the vice-chairman of the local board of administration, the local church secretary, the lay leader (if any), and such other members as the local board of administration shall elect. The local board of administration shall name a board member as chairman of the committee, and the committee shall choose its own vice-chairman and secretary. General regulations governing membership on this committee are given in 334.

**343.** The local board of administration shall assign such duties to the committee on witness and membership as it deems best, including any or all of the following:

(1) To conduct the examination of candidates for membership; to counsel with members concerning any failure to observe the Membership Commitments (131); to have initial responsibility in the annual revision of the membership roll; to assist the pastor in his attempts to restore members who have ceased to attend or support the church; and to make recommendations concerning all these matters to the local board of administration in accordance with the principles of Christian discipline (132; 316:7-12).

(2) To organize the calling and visitation program of the local church.

(3) To make recommendations to the local board of administration concerning revivals and other evangelistic efforts.

(4) To alert the local church to its responsibilities in the area of community social and political reform, recommending courses of action it deems necessary to the local board of administration (cf. 187: 1-10).

(5) To nominate, for election by the local board of administration, such standing or special subcommittees as the local board of administration shall approve, with a member of the committee as chairman of each.

## **4. Local Secretary for Church Periodicals**

**344.** The local board of administration, at the time of its annual election, shall elect a secretary for Church periodicals to serve for one year or until his successor is elected. General regulations concerning this office are given in 334. He shall be

responsible to organize and manage the subscription campaign for the district and church periodicals in cooperation with the pastor (294:26) and auxiliary solicitors.

## **D. Finance and Stewardship**

### **1. Church Treasurer**

**345.** The local church conference, at its annual election, shall elect by ballot, from among its full members, a church treasurer (cf. 331-332); to serve for one year or until his successor is elected. He shall be an *ex officio* member of the local board of administration (303). General regulations covering this office are given in 330. The duties and powers of the local church treasurer shall be:

(1) To receive, hold, and disburse, as ordered by the local church conference or the local board of administration, and in harmony with the financial plans of the general church and of the district, all moneys of the local church, including such of the departments and auxiliary organizations as the local board of administration shall order. All funds raised by the local departments, other than the auxiliaries, for general church or district work, or for purposes other than local church work, and all money or pledges raised by representatives of the general church or district in deputation work, shall be transferred to or placed in the local church treasury and shall be disbursed for their designated purpose by the local church treasurer.

(2) To keep complete and accurate records of all moneys raised and of the manner in which they are disbursed, and to provide the pastor with information concerning the same as the pastor shall require.

(3) To make monthly reports to the local board of administration, which should be duplicated and distributed to the members of the church, and to make reports to all regular sessions of the local church conference.

(4) To make monthly remittance of all United Stewardship Fund, other general church, and district funds to the district treasurer.

(5) To issue receipts annually to all regular contributors showing their total tithes and offerings and the various items of giving, and to issue other receipts as requested or by order of the local board of administration.

(6) To submit his books for audit by the auditing committee annually (353), or more frequently if so ordered by the local board of administration, and to submit to the local board of administration the complete treasurer's records at such time as he shall cease to hold the office of treasurer.

**346.** Assistants for the local church treasurer shall be provided for as follows:

(1) An assistant treasurer may be elected by the local church conference, with authority to sign checks when the treasurer is unable to do so.

(2) A financial secretary or tithing secretary may be elected by the local board of administration to assist the treasurer in keeping the record of individual tithes and offerings (345:5).

(3) One or more tellers shall be elected by the local board of administration to assist the treasurer in the counting of all tithes and offerings, all moneys being counted by two or more persons and recorded as to date of reception, purpose of the offering,



and amount. These records shall be preserved and made available to the auditing committee.

## **2. Board of Trustees**

**348. Election.** The local church conference shall elect by ballot from among its full members a board of trustees (cf. 331-332), three to seven in number, one or more being elected at a given annual session for a term of three years, so that the terms of all shall not expire at the same time, or they may be elected to serve until their successors are elected; provided that the manner and conditions of election may be altered to conform to the local laws. At least one of the trustees shall be designated annually by the local church conference as a member of the local board of administration (303). General regulations covering this office are given in 330.

**349. Organization and Procedure.** The board of trustees shall meet following the annual session of the local church conference to elect a chairman, vice-chairman, and secretary, and shall meet at such other times as ordered by the local board of administration or as made necessary by their duties.

**350. Duties and Powers.** The local board of trustees shall carry out their duties as required by *The Discipline* (cf. 1465-1515) and shall be responsible:

(1) To carry out the instructions of the local church conference and the local board of administration in supervising, controlling, maintaining, and improving all church property (160:6; 274:13; 316:27).

(2) To supervise such expenditures as have been approved by the local church conference or the local board of administration for repairs, improvements and alterations.

(3) To attend to all legal matters regarding the acquisition, purchase, sale, mortgage, transfer, or other disposition of property as properly authorized (1498-1500); to see that titles are correct, contain the proper trust clause (1481), are approved by the district superintendent (511: 11; 1498: 5) and are recorded (1471); and to see that property and legal records and properly stored (1511).

(4) To attend to all other legal matters pertaining to the local church as authorized and directed by the local church conference or the local board of administration, including renting property, borrowing money, and receiving and administering bequests and trusts.

(5) To nominate to the local board of administration all custodians.

(6) To serve, unless the local church conference shall order a larger or separate committee, as a building committee for the planning and erection of a new sanctuary, educational unit, or parsonage, or a major remodeling program, and to assist the pastor in preparing and submitting all building plans to the district building committee for their approval (523).

(7) To carry out the directions of the local church conference concerning the purchase, sale, mortgage, transfer, or other disposition of property, provided that such transactions have been approved by the district building committee and district board of administration as set forth in 1498-1515.

(8) To make recommendations to the local board of administration concerning sufficient property and liability insurance on the property and for any vehicles owned and operated by the local church, and to carry out the instructions of the local board of administration in securing such insurance (316:28).

(9) To make such reports as are requested by the local church conference or the local board of administration.

**351. Restrictions.** The local board of trustees shall be subject to the following restrictions:

(1) The local board of trustees must carry out the instructions of the local board of administration, the local church conference, and the district board of administration. If a local trustee refuses to carry out such instructions when the instructions meet all the requirements of local laws and of *The Discipline*, he may be removed from office as given in 330:4 (cf. 1470).

(2) The local board of trustees cannot mortgage or otherwise encumber local church property without the express authorization of the local church conference and the approval of the district board of administration as set forth in 1498-1500.

(3) The local board of trustees cannot deny the use of the parsonage, church building, or other local church buildings, to the pastor who has been duly appointed by the district conference or district board of administration, nor the use of the church building to the membership of the local church and duly elected officials of The Wesleyan Church (cf. 1513).

(4) The local board of trustees cannot divert church property from The Wesleyan Holiness Church (1472; 1515).

(5) When a church is reclassified as a pioneer church (cf. 209:5; 486:27), the office and power of the local board of trustees shall cease, and all property shall pass directly under the control of the district board of administration (Cf. 1492).

### 3. Auditing Committee

**353.** The local board of administration shall, at the time of its annual election for positions other than church officers (316:22; 334), elect an auditing committee of one to three persons, who shall audit the books Of the local church treasurer and of all departmental and auxiliary treasurers, certify the results to the local board of administration, sign approval on the records, make any necessary recommendations to the pastor and the local board of administration, and make a report to the local church conference at its annual session prior to the election of the local church treasurer (272:274:4). General regulations covering committee members are given in 334. The local board of administration may choose to employ an auditor in lieu of electing an auditing committee.

### 4. Committee on Finance and Stewardship

**355.** The local board of administration may establish a committee on finance and stewardship, composed of the pastor, the local church treasurer, the chairman of the

board of trustees, and such other members as the local board of administration shall elect. The local board of administration shall name a board member as chairman of the committee, and the committee shall choose its own vice-chairman and secretary. General regulations governing membership on this committee are given in 334.

**356.** The local board of administration shall assign such duties to the committee on finance and stewardship as it deems best, including any or all of the following:

(1) To study the financial needs and programs of the church and of its various departments and auxiliaries, and to make recommendations to the local board of administration concerning all financial matters, including financial policies and salary schedules, the annual budget, the purchase or sale of land, the erection, purchase, or sale of buildings, the purchase of major items of equipment, remodeling programs, loans and mortgages, and the handling of bequests and trusts (198).

(2) To promote the understanding and practice of total stewardship and the storehouse tithing plan (195-197).

(3) To promote the raising of the United Stewardship Fund, other general church offerings, and such support as the district shall require.

(4) To serve as a committee on benevolence to aid those in need within the church constituency and in the community (131:5, 12, 16), and to direct the raising of all special gifts for the pastor.

(5) To nominate, for election by the local board of administration, such standing or special subcommittees as the local board of administration shall approve, with a member of the committee as chairman of each.

## **E. Worship**

**358.** All musicians, including song leaders, choir directors, organists, and pianists shall be nominated by the pastor and appointed by the local board of administration unless the local board of administration shall delegate responsibility for nominations to a music committee. The local board of administration may appoint or, if authorized by the local church conference may employ a minister or director of music nominated by the pastor (297-299). The duties of the minister or director of music shall be defined by the pastor and the local board of administration. General regulations covering these offices are given in 334.

**359.** The local board of administration may establish committees on music, ushering, and communion services, electing their members and defining their duties. General regulations governing membership on such committees are given in 334.

## **F. Christian Education**

### **1. Local Board of Christian Education**

**361. Membership.** The local board of administration shall serve as or shall establish a local board of Christian education (316:24). The pastor shall serve as chairman unless he shall recommend and the local board of administration shall assign this duty to another member of the local board of administration, such as the associate

or assistant pastor, or other qualified person. If a separate board is established, the local board of administration shall determine its membership, electing qualified members in keeping with the provisions of 334 and/or designating *ex officio* members from among the heads of the various educational agencies and auxiliaries (358; 368; 383; 384; 385; 386; 388; 1217:2; 1243:2), assigning such duties to it as the local board of administration deems fit (cf. 363). The local board of Christian education shall elect its own secretary.

**362. Age-level Divisions.** Whenever the local board of Christian education shall so recommend, and the local board of administration shall so authorize, the local board of Christian education may organize its members and such other educational leaders and workers as it shall choose into three age-level committees: the children's committee, the youth committee, and the adult committee. Each committee shall be organized with a chairman and a secretary, and shall serve to coordinate all educational and fellowship activities conducted by the local church or any of its branches for the age level assigned.

**363. Duties and Powers.** The duties and powers of the local board of Christian education shall be:

(1) To study, organize, promote, and conduct, under the leadership of the pastor, and subject to the direction of the local board of administration, the total program of Christian education for the local church, in keeping with the denominational objectives for Christian education (886), and the standards established by the General Board of Administration and promoted through the General Departments of Local Church Education, Youth, and Education and the Ministry.

(2) To establish, structure, and supervise, in keeping with *The Discipline*, and the standards adopted by the General Board of Administration, such educational agencies as are authorized by the local board of administration, including the Sunday school, Christian Youth Crusaders, Wesleyan Youth, young Adults International, Young Missionary Workers' Band, children's church, weekday church school, released time classes, and vacation Bible school.

+ See 363:2 in the Appendix.

(3) To coordinate all educational agencies (cf. 363:2), activities, and functions of the local church, setting goals, evaluating procedures, exploring new areas of need, and assigning responsibilities to the various departments and auxiliaries.

(4) To determine, in keeping with *The Discipline* and the standards adopted by the General Board of Administration, the curricula of the various agencies, always using curriculum materials approved by the General Board of Administration and secured from the Wesleyan Publishing House.

(5) To recommend to the local board of administration for the consideration of the local church conference the appointment and/or the employment of a minister or director of Christian Education, and to advise the pastor and the local board of administration in defining his duties. Such a person must be a full member of the local church appointing and/or employing him (cf. 297-299).

(6) To enlist and train administrators and teachers for all phases of the local church's educational task, in keeping with the leadership training program adopted by the General Board of Administration.

(7) To submit nominations, or to appoint a committee of its membership to submit nominations, to the local board of administration for all Sunday school officers other than the superintendent, all Sunday school departmental supervisors and

teachers, CYC director, children's church director, and vacation Bible school superintendent, and to elect all other officers and teachers except the officers of Wesleyan Youth and YMWB unless the local board of administration instructs the church nominating committee to fulfill these duties (331-332).

(8) To appoint administrative committees for each educational agency other than WY (1280:3f), or Young Adults International (1343:4), or YMWB (1243:7,10; 1244:1), including in each such committee the executive officer involved and other workers or advisors as shall be deemed best (cf. 373; 383:2).

(9) To remove from office by majority vote any worker elected by the local board of Christian education when such is in the best interest of the work, and to recommend to the local board of administration the removal of any officer or teacher in local Christian education (361-388) elected by the local board of administration.

(10) To organize a training hour, providing for all age levels, selecting the necessary leaders and instructors, and assigning responsibilities to the appropriate agencies (cf. 363:2-3).

(11) To assist the pastor and the local board of administration in conducting classes in membership preparation (cf. 294:11; 316:7; 894:5).

(12) To conduct or assign responsibility for conducting workers' conferences.

(13) To recommend to the local board of administration modifications or enlargement of educational facilities, and the purchase of educational equipment including audiovisuals; to allocate space for various schools and agencies, both for assemblies and classes; and to supervise the storage and use of all equipment.

(14) To promote the interests of The Wesleyan Holiness Church educational institutions in cooperation with the General Secretary of Education and the Ministry, the officials of the general educational institutions within the area, and the district educational secretary.

(15) To conduct extension classes and branch Sunday schools when such are properly authorized (cf. 274:15; 316:5).

(16) To minister to persons on nearby college campuses and military bases in keeping with the programs promoted by the General Department of Youth.

(17) To observe such special days as shall be designated by the General Board of Administration and promoted by the General Departments of Local Church Education, Youth, and Education and the Ministry, and as shall be designated by district agencies.

(18) To be responsible for special programs, such as Christmas and vacation Bible school, assigning responsibilities as it deems best, with all plans subject to the approval of the pastor and the local board of administration.

(19) To serve as a committee on fellowship, or to nominate a subcommittee on fellowship for election by the local board of administration.

(20) To encourage and direct ministries of Christian family life in order to enrich the quality of homes and families within the local church constituency.

(21) To nominate, for election by the local board of administration, such standing or special subcommittees as the local board of administration shall approve, with a member of the local board of Christian education as chairman of each.

(22) To exercise full authority in such of the duties covered under 363:1-21 as shall be delegated by the local board of administration.

## 2. Sunday School

### a. Function

**365.** Each local church shall provide for systematic Bible study. The Sunday school normally serves as the basic agency for such study.

### b. Administration

**367. General.** The Sunday school shall be governed by the local church conference and the local board of administration through the local board of Christian education, under the general supervision of the pastor. Immediate administration shall be the responsibility of either a Sunday school superintendent and a Sunday school committee or a minister or director of Christian education. If administration is through a superintendent and a committee, the structure outlined in paragraphs 368-375 shall be followed. If administration is through a minister or director of Christian education, the local board of administration may determine the structure and assign responsibilities as it sees fit. In all cases, administrators shall carry out their assignment in keeping with *The Discipline*, the *GBA Policy for Local Church Education*, the standard adopted by the General Board of Administration and promoted through the General Department of Local Church Education, and the programs of the general department and of the district Sunday school committee.

**368. Sunday School Superintendent.** The local church conference, at its annual session, shall elect by ballot, from among its full members, a Sunday school superintendent (cf. 331-332) to serve for one year or until his successor is elected. He shall be an *ex officio* member of the local board of administration (303). General regulations concerning this office are given in 330. The duties and powers of the Sunday school superintendent shall be:

(1) To have executive supervision of the Sunday school, administering its affairs in keeping with the provisions of 367.

(2) To consult with the pastor and the Sunday school committee, if there is such (373), on all major decisions.

(3) To promote interest in and attendance at the school.

(4) To have immediate supervision of each session of the school, seeing that each department and class has the necessary leaders and that order is maintained.

(5) To counsel with the teachers about their work.

(6) To conduct the assembly periods, unless such are assigned to departmental supervisors, and to maintain variety and interest in the assembly periods.

(7) To make a full report of statistics and general information to the local board of administration quarterly, to the local church conference at each regular session, and to the General Department of Local Church Education and the district Sunday school secretary as required (cf. 370).

**369. Assistant Sunday School Superintendent.** The local board of administration shall, at the time of its annual election for positions other than church officers (316:22334), elect from among the full members of the local church and from nominations submitted by the local board of Christian education (361; 363:7), an

assistant Sunday school superintendent, to serve for one year or until his successor is elected. It shall be his duty to assist the superintendent in the performance of his duties as the superintendent shall request or the local board of Christian education shall assign, and, in the absence of the superintendent, to perform the duties of the superintendent relative to the supervision of a session of the school (368:4).

**370. Sunday School Secretary.** The local board of administration shall, at the time of its annual election (316:22; 334), elect from nominations submitted by the local board of Christian education (361; 363:7), a Sunday school secretary, to serve for one year or until his successor is elected. He shall keep complete and correct minutes of all sessions of the Sunday school committee, maintain complete records of enrollment, attendance, absentees, visitors, and such other items as shall be required, and assist the pastor and the Sunday school superintendent in the preparation of reports involving Sunday school statistics. The local board of Christian education shall appoint such assistants as the Sunday school secretary shall require.

**371. Sunday School Treasurer.** The local board of administration may, at the time of its annual election (316:22; 334), elect from nominations submitted by the local board of Christian education (361; 363:7), a Sunday school treasurer, to serve for one year or until his successor is elected. Or the local board of administration may recommend, and the local church conference order, that the Sunday school funds be received by the local church treasurer as part of a common treasury. If there is a separate Sunday school treasurer elected, he shall receive, hold, and disburse the Sunday school funds as ordered by the local board of administration, reporting concerning all receipts and expenditures to the local board of administration monthly, and to each regular session of the local church conference. All general church and district funds raised by the Sunday school shall be transferred to the local church treasurer for forwarding to the proper destination (345:1).

**372. Sunday School Departmental Supervisors.** The local board of administration shall, at the time of its annual election (315:22; 334), elect from nominations submitted by the local board of Christian education (361; 363 7) a supervisor for each department (cf. 376). The departmental supervisor shall assist the Sunday school superintendent, being responsible for the general operation of the department including the assembly period of the department, and the immediate supervision of each session of the department (cf. 368:4). The local board of Christian education shall appoint such other departmental officers as may be needed.

**373. Sunday School Committee.** The immediate administration of the Sunday school may be vested in a Sunday school committee, subject to the approval of and correlated with the plans of the local board of Christian education. It shall be composed of the Sunday school superintendent as chairman the pastor (or if the pastor prefers, the associate or assistant pastor), assistant superintendent, secretary (who shall serve as secretary of the committee), treasurer, and the departmental supervisors.

**374. Sunday School Teachers.** The local board of administration shall, at the time of its annual election (316:22; 334), elect from nominations submitted by the local board of Christian education (361; 363:7) such Sunday school teachers and assistants as are needed, to serve for one year or until their successors are elected.

**375. Amenability.** General regulations covering the amenability, removal, and filling of vacancies for Sunday school officers, departmental supervisors, and teachers elected by the local board of administration are found in 334. All others appointed by

the local board of Christian education are amenable to the local board of Christian education and can be replaced as it sees fit.

### **c. Organization**

**376.** Guidelines for organization of Sunday school shall be provided through the *GBA Policy for Local Church Education* and the standard adopted by the General Board and promoted through the General Department of Local Church Education.

### **3. Christian Youth Crusaders**

**382.** Each local church shall, whenever possible, maintain a local chapter of Christian Youth Crusaders, the denominational program of training, activity, and fellowship for children and youth, up to eighteen years of age. The local CYC shall be conducted in keeping with *The Discipline* and the regulations adopted by the General Board of Administration and promoted through the General Department of Youth.

**383.** The local CYC chapter shall be organized as follows:

(1) Local CYC Staff. The local board of administration shall, at the time of its annual election (316:22; 334), elect from nominations submitted by the local board of Christian education (361; 363:7) a local CYC director to serve for one year or until his successor is elected. He shall be chairman of the CYC committee (363:8; 383:2). General regulations concerning this office are given in 334. The local CYC director shall seek to qualify as quickly as possible for certification by the General Department of Youth as a local director. All other CYC workers, including age-level directors and squadron leaders, shall be appointed by the local board of Christian education, shall be amenable to it, and may be replaced by it as it deems necessary.

(2) Local CYC Committee. The local CYC shall be administered by a CYC committee, consisting of the local CYC director as chairman and of others appointed by the local board of Christian education (363:8). The work of the CYC committee shall be subject to the approval of and correlated with the plans of the local board of Christian education. General regulations governing membership on this committee are given in 334.

(3) Correlation. Whenever it is impractical for a local church to maintain CYC and YMWB separately, the local board of administration may authorize the CYC to make full use of the YMWB program of missionary education and promotion, and to channel missionary dues and offerings as if they were YMWB funds (1244:4).

### **4. Wesleyan Youth**

**384.** Each local church shall, whenever possible, maintain a local chapter of Wesleyan Youth (13 through 35 years of age), the denominational auxiliary organizing youth for the development of Christian character, training, service, and fellowship. Complete regulations for the organization of Wesleyan Youth are given in 1271-1284.



## **5 Local Educational Secretary**

**386.** The local board of administration may, at the time of its annual election (316:22; 334), elect a local educational secretary to serve for one year or until his successor is elected. General regulations concerning this office are given in 334. He shall promote the interests of the general educational institutions within the area, in keeping with the programs of the General Department of Education and the Ministry, the officials of the schools, and the district educational secretary, and shall solicit students from the local church constituency for the schools

## **6. Literature Secretary**

**388.** The local board of administration may, at the time of its annual election (316:22; 334), elect a literature secretary to serve for one year or until his successor is elected. General regulations concerning this office are given in 334. He shall be assigned such duties as the local board of administration shall determine, such as the handling and distribution of Sunday school literature, the management of a church and/or Sunday school library, and the promoting of the interests of the Wesleyan Publishing House. (Cf. 344.)

## **G. Missions and Evangelism**

### **1. Local Secretary of Missions**

**389.** The local board of administration may, at the time of its annual election (316:22; 334), elect a local secretary of missions to serve for one year or until his successor is elected. General regulations concerning this office are given in 334. The local secretary of missions shall assist the pastor in promoting the work of world missions, in keeping with the policies and programs of the General Department of World Missions, the district conference and district board of administration, and the district secretary of world missions.

### **2. Local Secretary of Evangelism**

**390.** The local board of administration may at the time of its annual election (316:22; 334) elect a local secretary of evangelism to serve for one year or until his successor is elected. General regulations concerning this office are given in 334. The local secretary of evangelism shall assist the pastor in promoting the work of evangelism in the local church in accordance with the mission of The Wesleyan Holiness Church (75) and in cooperation with the district secretary of extension and evangelism (559). The local secretary of evangelism shall also assist the pastor in the follow-up and discipling of new Christians, in the recruiting and training of workers for visitation evangelism, and in the administration of evangelism and follow-up programs.

### **3. Wesleyan Men**

**391.** Each local church, whenever possible, shall maintain a chapter of Wesleyan Men, the denominational auxiliary organizing men for soul-winning, service, stewardship, and fellowship. Complete regulations for the organization of Wesleyan Men are given in 1211-1218.

### **4. Wesleyan Women's Missionary Society**

**392.** Each local church shall, whenever possible, maintain a local Wesleyan Women's Missionary Society, the denominational auxiliary organizing women for missionary promotion, education, support, and fellowship. Complete regulations for the organization of the Wesleyan Women's Missionary Society are given in 1236-1245.

### **5. Young Missionary Workers' Band**

**393.** Each local church may maintain a local Young Missionary Workers Band, the denominational auxiliary of the Wesleyan Women's Missionary Society organizing children through grade six for missionary education and support. Complete regulations for the organization of the Young Missionary Workers' Band are given in 1243:7; 1244. For regulations governing the coordination of the local YMWB with Christian Youth Crusaders see 383:3.

### **6. Committee on Missions**

**395.** The local board of administration may establish a committee on missions, composed of the pastor, the local secretary of missions, the director of Wesleyan Women's Missionary Society, the director of the Young Missionary Workers' Band, and such other members as the local board of administration shall elect. General regulations governing the elected membership on this committee are given in 334. The local board of administration shall name a board member as chairman of the committee, and the committee shall choose its own vice-chairman and secretary.

**396.** The local board of administration shall assign such duties to the committee on missions as it deems best, including any or all of the following:

(1) To promote the interest of Wesleyan Holiness world missions, in keeping with the programs of the General Department of World Missions and the district secretary of world missions.

(2) To coordinate all missionary promotion and fund raising of the local church and its various departments and auxiliaries.

(3) To carry out all programs of missionary education authorized and assigned by the local board of Christian education.

(4) To make recommendations to the local board of administration concerning missionary conventions and services.

(5) To nominate, for election by the local board of administration, such standing or special subcommittees as the local board of administration shall approve, with a member of the committee as chairman of each.

### **7. Committee on Evangelism**

**397.** The local board of administration may establish a committee on evangelism composed of the pastor, the local secretary of evangelism, and such other members as the local board of administration shall elect. General regulations concerning membership on the committee are given in 334. The local board of administration shall assign such duties to the committee on evangelism as it deems best, including any or all of the following:

(1) To promote the work of evangelism through the local church in accordance with the mission of The Wesleyan Church (75).

(2) To organize, in cooperation with the pastor, the calling and visitation programs of the church.

(3) To organize, in cooperation with the pastor, follow-up and discipleship programs for new converts.

(4) To provide for and oversee, in cooperation with the local Christian education board, the training of workers for outreach evangelism and discipleship ministries.

(5) To make recommendations to the local board of administration concerning evangelistic services and to assist in promotion and conducting of such efforts.

(6) To alert the church to its wider responsibilities in meeting social and material needs of its community as such needs are discovered through its calling and discipling ministries.

(7) To promote extension projects carried on by the local church.

### **H. Lay Delegates to District Conference**

**398.** The local church conference, at one of its officially announced sessions, shall elect by ballot (cf. 331-332), from among its full members, the number of lay delegates to the district conference assigned by the district board of administration and a sufficient number of alternate delegates who shall serve for the regular annual session and for any reconvened session. General regulations covering this office are given in 330 and in 442-445.

### **I. Judicial Committees**

**399.** The local board of administration shall elect, when it deems it necessary and in accord with the regulations of the Judiciary, a committee of investigation (1560:1-4; 1601-1608) or a local judicial committee (1562). Complete regulations concerning the qualifications, procedures, and duties of such committees are given in 1560-1562 (cf. 1601-1629).

## PART III

### DISTRICT CHURCH GOVERNMENT

#### Chapter I

#### DISTRICT ORGANIZATION

##### A. Definition

**401.** A district is a specified geographical area created by the authority of the General Conference, within which the churches, ministers, and members of The Wesleyan Holiness Church are organized according to *The Discipline* and are under its governing authority (161).

##### B. Pioneer District

**402. Purpose.** New work, or other work which does not meet the requirements for a mission district (411), shall be provided for by establishing a pioneer district.

**403. Authorization.** The establishment of a pioneer district may be authorized by the General Conference (650:11), upon recommendation of the General Board of Administration (691:38), or, in the interim of General Conference sessions, by the General Board of Administration (691:38; 837:4). The authorizing act shall define the boundaries and assign an official name to the pioneer district. Any proposed boundaries that will alter the bounds of an established district in the interim of General Conference sessions must have the approval of such a district and shall be effected as required in 430-431 (cf. 691:51).

**404. Jurisdiction.** A pioneer district shall be under the jurisdiction of the General Department of Extension and Evangelism and shall be organized and administered by the General Secretary of Extension and Evangelism in accord with *The Discipline*, the *GBA Policy for Extension and Evangelism*, and other directives from the General Board of Administration or its Executive Board (691:38; 837:1,5). The General Secretary of Extension and Evangelism shall be responsible for developing the work as rapidly as possible, in harmony with the missionary objectives of The Wesleyan Church (826), to the status of a mission district (411).

**405. Organization.** The superintendent, other officers, and assigned workers shall be appointed by and the granting of ordination and commissioning and issuing of licenses shall be voted by the General Board or Administration or its Executive Board,

for which recommendations shall be submitted by the General Secretary of Extension and Evangelism 691:39).

**407. General Conference Representation.** A pioneer district shall be represented at the General Conference by the General Secretary of Extension and Evangelism, and by the Superintendent or Pastor of the pioneer district as a non-voting member unless the General Secretary of Extension and Evangelism recommends and the General Board of Administration grants voting representation.

## C. Mission District

### 1. Authorization

**410. Authorization.** A mission district is created by the General Conference, upon recommendation of the General Board of Administration (650:11; 691:38), or, in the interim of General Conference sessions, by the General Board of Administration, subject to the approval of the next General Conference (691:38). The authorizing act shall define the boundaries of the mission district and assign to it an official name. Any proposed boundaries that will alter the existing bounds of an established district in the interim of General Conference sessions must have the approval of such district and shall be effected as required in 430-431 (cf. 691:51).

**411. Requirements.** The minimum requirements for a mission district are:

(1) A minimum of four churches and one hundred and sixty full members or a minimum of three churches and two hundred and twenty-five full members.

(2) A sufficient number of ministers (preferably elders) for a district board of administration (476).

(3) The holding of all property in trust for The Wesleyan Holiness Church as required in 1481, or steps taken to accomplish the same (1480-1485; 14901515; 1521-1523).

(4) A recommendation by the General Secretary of Extension and Evangelism for recognition as a mission district (837:4).

### 2. Organization and Government

**415. Jurisdiction.** A mission district shall be under the jurisdiction of the General Department of Extension and Evangelism, and shall be supervised by the General Secretary of Extension and Evangelism in accord with *The Discipline*, the *GBA Policy for Extension and Evangelism*, and any other directives of the General Board of Administration or its Executive Board (691:38; 701:2; 837:1, 5). The General Secretary of Extension and Evangelism shall be responsible for the developing of a mission district to meet the requirements of an established district as soon as possible (421).

**416. Organization.** A mission district shall be organized in the same manner as an established district as set forth in *The Discipline*, insofar as possible, but with the following restrictions on its duties and powers:

District Superintendent. The district superintendent of a mission district shall be elected by the district conference (cf. 473:31; 507). The General Board of Administration may, however, at its discretion, present two or more nominations, from which the district conference shall elect the district superintendent (691:39). The mission district superintendent shall confer with the General Secretary of Extension and Evangelism concerning the important plans of the district, including the location of property, the erection of buildings, and financial matters (cf. 416:3).

District Officers, Boards, and Committees. A mission district shall first be concerned with the election of its district officials (491) and district board of administration (476). Other district departmental officers, boards, and committees shall be established as qualified personnel are available. It shall be the goal of the officials of a mission district, in cooperation with the General Secretary of Extension and Evangelism (415), to meet the requirements for a complete district organization as soon as possible (421).

Amenability. The minutes of the mission district conference and of its district board of administration shall be reviewed by the General Secretary of Extension and Evangelism who shall make any necessary recommendations to the commission to which he relates (837:5).

### **3. General Conference Representation**

**417.** The district superintendent and a lay delegate elected on his behalf, by ballot and by majority vote, shall be the representatives of a mission district to the General Conference (602:1a; 603).

### **4. Reclassification**

**418.** Whenever a mission district falls below the minimum requirements in 411, it may be reclassified as a pioneer district by the General Conference (650:11), or, in the interim of its sessions, by the General Board of Administration (691:38), subject to review and approval of the General Conference at its next session.

## **D. Established District**

### **1. Authorization**

**420.** An established district is created by the General Conference (161; 650:10), upon recommendation by the General Board of Administration, or, in the interim of General Conference sessions, may be created by the General Board of Administration, subject to the approval of the next General Conference (691:38). The authorizing act shall define the boundaries of the district and assign to it an official name.

**421.** The minimum requirements for an established district are:

- (1) Ten churches and 400 members for non-self-supporting district.
- (2) Seven churches and four hundred fifty members in the case of a self supporting district.
- (3) The holding of all property in trust for The Wesleyan Holiness Church as required in 1481, or steps taken to accomplish the same (1480-1485; 1490-1529; cf. 1405).
- (4) A reasonable degree of spiritual, organizational, and financial stability.
- (5) A recommendation by the General Secretary of Extension and Evangelism in concurrence with the General Superintendent (691:38; 740:20; 837:4).

## **2. Organizing Conference**

**422.** When an established district has been organized (420), an organizing session of the district conference shall be convened by the General Superintendent (740:15). The General Superintendent shall declare it to be an established district of The Wesleyan Holiness Church, vested with all the authority and power as properly belong to it according to *The Discipline*. After such has been declared, the district conference shall proceed to do business and elect its officers.

## **3. Reclassification**

**424.** If a district no longer meets the requirements for an established district (421), it may be reclassified as a mission district by the General Conference (650:11), or the General Board of Administration (691:38; 176:3c; 1596)

**425.** An established district, by a vote of its district conference, may petition the General Board of Administration for reclassification as a mission district if it falls below the requirements for an established district (421). The General Board of Administration shall have authority to reclassify it as a mission district and place it under the jurisdiction of the General Department of Extension and Evangelism (691:38).

## **4. Amenability**

**426.** An established district is amenable to the General Conference and to the General Board of Administration. It may be placed under discipline for cause as set forth in the Judiciary (1592-1598; cf.176:3e).

## **E. Inter-district Cooperation**

**428.** Two or more contiguous districts may unite their resources and personnel in cooperative programs in such matters as church extension, camp-meeting or camping programs, an exchange of ministers, or the employment of specialists in such fields as Christian education. Such a cooperative program shall be administered by an inter-district board or committee composed of members from each of the involved districts. The plan for such cooperative efforts shall be worked out under the supervision of the General Superintendent, and, after authorization has been voted by each of the district conferences, shall be implemented and the members of the inter-district board appointed by the respective district boards of administration.

## **F. Merger or Realignment of Districts**

**430.** The General Conference shall have the authority to approve the merger or division of districts, or the realignment of any district boundaries (161). Negotiations for such a merger, division, or realignment of districts shall be under the supervision of the Board of General Superintendents who shall work with representatives appointed for such a purpose by the General Board of Administration and the districts concerned (cf. 691:51).

**431.** Whenever each district conference involved in a merger, division, or other realignment of districts shall approve the proposed plan, the General Board of Administration shall have the authority to grant final approval in the interim of General Conference sessions (cf. 691:51).



## Chapter II

### DISTRICT CONFERENCE

#### A. Function

**436.** A district conference is the chief governing body of a district, exercising such powers as are delegated to it in the Constitution and by the General Conference as set forth in *The Discipline of The Wesleyan Church*.

#### B. Membership

##### 1. Plan of Representation

**437.** The district conference, as required by the Constitution (161), shall be composed of an equal number of ministers and laymen as voting members, and other nonvoting members as listed herewith.

##### a. Voting Members

**438. Ministers.** The ministerial voting members of the district conference are those who meet the following requirements:

- (1) Elders under appointment (539:1: A: 1-5), retired (539:1: B; 1173), on reserve (539:1: C; 1171), or on educational leave (539:1: D; 1170:1).
- (2) Licensed ministers who are elders-elect (161).
- (3) Commissioned or licensed ministers who are pastors or full-time associate or assistant pastors of churches in that district (161; 539:11: A; 539:111: A; 1117).
- (4) Ministerial members of the district board of administration who are not voting members by some other right (161).

**439. Laymen.** The lay members of the district conference with voting rights are those elected as delegates by the churches or circuits of that district (160:7; 161; 442-445) and the lay members of the district board of administration (161). The total number of lay members with voting rights shall be equal to the total number of ministerial voting members as set forth in 442:1. Each established church or circuit is entitled to a minimum of one lay delegate as its constitutional right (160:7; cf. 207), according to its number of full members and to additional lay delegates allotted by the district board of administration (442:1-5). A pioneer church which is judged to be qualified may be allotted one lay delegate (205:5; 442:2; 443).

##### b. Nonvoting Members

**440.** The nonvoting members of the district conference, with a voice but without a vote, are (cf. 161):

- (1) Elders without appointment (539: 1174).
- (2) Elders in process of transfer (539: I: F; 1128; 1175).
- (3) Commissioned or licensed ministers who are not voting members of the district conference as listed in 438:2-4, including those in process of transfer (1128).
- (4) Ministerial candidates (539: IV: A; 1110:4b; 1170:2).
- (5) Commissioned and licensed special workers (539: V: A, B, C; 1188-1189).
- (6) Commissioned lay missionaries (539: V: D).
- (7) Supply pastors (539: V: E; 1159:4).
- (8) District presidents of Wesleyan Men (1225:2) and Wesleyan Youth (1298:2k), and district directors of Wesleyan Women's Missionary Society (1252:2), Young Missionary Workers' Band (1252:7), Christian Youth Crusaders (594), and Young Adults International (596).
- (9) All district presidents, departmental secretaries and directors, and all missionaries who are not voting delegates.

## **2. Forfeiture of Representation**

**441.** A local church or circuit which is under discipline as provided for in the Judiciary shall forfeit all rights to representation by a lay delegate in the district conference (160:7; 161; 1581-1583).

## **3. The Election of Lay Delegates**

**442. Allotment.** The district board of administration shall assign to each church or circuit the specific number of lay delegates which it shall elect as its representatives to the district conference, in keeping with the provision in 439 for the total number of lay delegates and subject to the following regulations:

(1) The district board of administration shall first determine the total number of lay delegates required for the next session of the district conference (439). The total number of lay delegates shall be equal to the number of ministerial voting members who are eligible at the time such determination is made.

(2) One lay delegate shall first be allotted to each pastoral charge (160:7; 161; 207), including any pioneer churches deemed qualified (905:5; 439).

(3) One shall be subtracted from the number needed to balance the ministerial vote for each lay member of the district board of administration

(4) The number of lay delegates yet required for the next district conference shall be allotted to the pastoral charges according to a ratio of representation. In fixing the ratio of representation, only the full members shall be considered as listed on the statistical report of the preceding district conference. The district board of administration shall establish the ratio of representation and apply it in such a manner as to assign the exact number of delegates to be elected by each pastoral charge

(5) The district secretary shall promptly notify each pastor of the exact number of lay delegates allotted to his pastoral charge, and the manner in which such number was determined.

**443. Election.** The lay delegates to the district conference shall be elected at any duly called session of the local church conference or circuit conferences by ballot, and by a majority vote of those full members present and voting (332; 398) In the case of a pioneer church, election shall be by the local advisory council, subject to approval by the district board of administration (205:3, 5). A person accepting election as a delegate obligates himself to attend faithfully the entire district conference session, unless hindered by unforeseen and justifiable circumstances. The local church secretary shall promptly forward a certified list of the elected lay delegates to the district secretary.

**444. Alternate Delegates.** A sufficient number of alternate lay delegates having the same qualifications (445) shall be elected in the same manner and at the same session as the delegates (443), and shall fill any vacancies in the order of their election. Whenever an alternate delegate is required to serve, the local church secretary shall also certify his appointment to the district secretary.

**445. Qualifications.** A lay delegate must be a full member and in good standing of the pastoral charge he represents, both at the time of election and at the time of the district conference. An elder or a commissioned or licensed minister may not be elected or serve as a lay delegate.

### C. Sessions

**447. Annual Session.** The district conference shall meet annually at a place of its own choosing and at a time as decided upon by the Board of General Superintendents in cooperation with the district board of administration (486:5; 740:18). The district conference may, by vote, refer the decision concerning the place to the district board of administration. The district secretary shall notify in writing all ministerial voting members, pastoral charges, and nonvoting members of the time and place not less than sixty days before the scheduled opening. Whenever an emergency shall require a change in the plans adopted by the district conference, the district board of administration may, by a two-thirds majority vote, declare that such an emergency exists and authorize the necessary changes.

**448. Reconvened Session.** The district conference may be reconvened at any time during the year by a two-thirds majority vote of the district board of administration and the approval of the Board of General Superintendents (740: 18). A reconvened session shall also be ordered by the district board of administration when requested to do so by the General Board of Administration or its Executive Board (691:53). The district board of administration shall designate the place and, in cooperation with the General Superintendents, fix the date, which shall be not less than thirty days after the call shall be issued. The district secretary shall notify in writing, all ministerial voting members, pastoral charges, and nonvoting members of the time, place, and purpose of the reconvened session. The district conference shall have the same rights and powers in a reconvened session as in the annual session.

## D. Organization and Procedure

### 1. Officers

**450. The Chairman (173:3).** The General Superintendent or his representative shall preside over the district conference, assisted by the district superintendent in the manner provided for in the Constitution (173:3). When neither the General Superintendent nor his representative is present, the district superintendent shall preside or take the responsibility for the same. (740: 19). If none of the foregoing officers are present, the district conference shall elect from among its elders a chairman pro tem.

**451. The Secretary.** The district secretary shall be the secretary of the district conference *ex officio*. He shall accurately record the proceedings and preserve them in permanent form as prescribed by *The Discipline* (cf. 472), and perform any other duties as shall be required of him by the district conference.

### 2. Procedure

**453. Rights.** The rights of the district conference are declared in the Constitution (163:1-10; 165; 166; 173:3; 176:3c, e; 181:2, 4, 6; 185).

**454. Quorum.** A majority of all the ministerial voting members and lay delegates of the district conference (438-439) shall constitute a quorum for the transaction of business.

**455. Delegates.** Once a delegate has been seated at the annual district conference, an alternate delegate cannot thereafter be seated in his place.

**456. Voting (161).** The ministerial and lay members of the district conference shall deliberate and transact business as one body. However, on the final vote on any question, one-fourth of the members may call for a divided vote. The house shall then be divided, and the ministerial and lay members shall vote separately, with a majority vote of each branch required to pass the question on which the division has been called.

**457. Rules of Order.** District conference business shall be conducted according to the current edition of *Robert's Rules of Order, Newly Revised*, except when otherwise ordered by *The Discipline* (cf. 464).

**458. Suspension of Rules.** The district conference may by two-thirds vote suspend any rules of order for a certain item of business, provided such a suspension does not contravene *The Discipline* or other General Conference legislation.

**459. Appeals on Questions of Order.** The chairman shall decide all questions of order, subject to an appeal to the district conference body. If any matter is ruled out of order by the chair on the basis that it is unconstitutional or in violation of *The Discipline*, the decision of the chair may be appealed by any member of the district conference. If the appeal is seconded, the chair shall clearly state the question and the reasons for his decision, and the one moving the appeal shall state his reasons for the appeal. The vote shall then be taken without debate. A two-thirds vote of the district conference, present and voting, shall be required to overrule the decision of the chair. If the chair is overruled, the action of the district conference shall be suspended until a ruling shall be given by the Board of General Superintendents as provided for in 740:23.

**460. Legislation.** Rules and resolutions adopted by a district conference shall continue in force until amended or rescinded, unless such actions are by nature temporary or unless an action of the district conference is declared unconstitutional or contrary to *The Discipline* as set forth in 740:23 and 1651:3 (cf. 163:6).

### **3. Resolutions**

**462. Resolutions.** Resolutions may be submitted to the district conference by a local church conference, a circuit conference, the district board of administration, the annual district convention of Wesleyan Men, the Wesleyan Women's Missionary Society, Wesleyan Youth, or Young Adults International, a district board or committee concerning the work assigned to it, or any three voting members of the district conference with their signature.

**463. Memorials.** All resolutions intended for eventual recommendation by the district conference to the General Conference, including changes in *The Discipline* and any other proposals, shall be designated as "memorials" (636-637). Anyone authorized to submit a resolution may also submit a memorial to be passed upon by the district conference.

**464. Procedure.** All resolutions shall be submitted as directed by the district conference and within a time limit as set by the district conference. The appropriate district conference committee (cf. 468:1) shall be responsible to review each resolution or memorial as to its origin (462), clarity, relationship to *The Discipline* and other existing legislation of the General Conference or district conference, and shall report them out to the district conference together with their recommendations. A properly submitted resolution cannot be withheld from the conference body by a committee unless withdrawn by its authors or declared out of order by the chairman of the district conference as contravening *The Discipline* (743:9). The committee chairman shall present any resolutions in question to the district conference chairman for a ruling before presenting them on the conference floor. The district conference may by a two-thirds vote suspend the requirement that a resolution must first be reviewed by a committee (cf. 468 and immediately proceed to consider and vote upon said resolution).

### **4. Committees**

**466.** The district conference shall have such committees as are required by *The Discipline*, and may create and define the duties of such other committees as are deemed necessary.

#### **a. District Conference Action Committee**

**467.** A district conference may establish a district conference action committee (473:9) that shall combine the functions of a resolutions committee and a ways and means committee. It shall consist of the district superintendent, the district treasurer, and from three to nine other members elected by the conference with due consideration

for lay representation (cf. 471:2). The district conference may delegate the election of the committee members to the district board of administration. The district superintendent shall be the chairman or shall appoint another to serve in his place, and the committee shall elect a secretary and other officers as deemed necessary. The committee shall meet as called by the chairman at such a time as will provide for careful and thorough work before the scheduled opening of the district conference and at other times as deemed necessary.

**468.** The duties of the district conference action committee are:

(1) To receive all resolutions and memorials for the district conference, to review them, and to report them to the district conference with the committee's recommendations and in such order as the committee shall determine (462-464).

(2) To conduct and report on any research or investigation regarding the merits of proposed district legislation as requested by the district conference or district board of administration, or as deemed necessary by the committee.

(3) To assign members of the committee to study, prepare, and plan any phase of the committee's work and report back to the committee.

(4) To review the standing rules of the district in order to make recommendations to the district conference concerning the alignment of such rules with General Conference legislation, and concerning any other necessary amendments (473:5).

(5) To provide, if possible, all delegates to the district conference with mimeographed copies of resolutions or memorials, properly classified, at least ten days before the opening of the district conference.

#### **b. District Conference Nominating Committee**

**470.** Each district may have a district conference nominating committee consisting of the district superintendent as chairman, and two or more elders and an equal number of laymen elected by the district conference (473:10). The elected members of the nominating committee shall not succeed themselves and may not be reelected until after a lapse of one year. The committee shall organize itself and elect a vice-chairman and a secretary. It shall serve for one year and shall meet as called by the chairman at such a time as will provide for careful and thorough work before the district conference session. The district conference shall also have the right to make nominations from the floor.

**471.** The duties of this committee shall be determined by the district conference and may include such as the following:

(1) To present nominations for the district secretary, district treasurer, and each elected delegate to the General Conference.

(2) To present nominations for each of the following in accord with the requirements and regulations for each as set forth in *The Discipline*, and in keeping with the provisions of *The Discipline* for various options in combining responsibilities or referring the power of nomination or election to other bodies: the district conference action committee (467), the district auditing committee (521), the district building committee (523), the district statistical committee (525), the district secretary for Church periodicals (527), the district board of ministerial standing (532), the district secretary of extension and evangelism (559), the district secretary of world missions

(560), the district Sunday school secretary (588), the district director of leadership training (590), the district director of CYC (594), the district educational secretary (598), and the district board of review (1573).

(3) To present any other nominations as shall be requested by the district conference.

### **5. The District Conference Journal**

**472.** The district conference journal shall contain the complete and accurate record of the proceedings of the district conference, prepared by the district secretary who shall have the duty:

(1) To have it certified by an editing committee or by the district superintendent.

(2) To arrange the journal as far as possible according to the table of contents and general format prepared by the General Secretary and approved by the General Board of Administration.

(3) To see that it contains a complete directory for the district as set forth in 517:8.

(4) To present a bound volume of the district journals to the General Secretary at the time of the General Conference for review and evaluation according to a standard of excellence.

### **E. Duties and Powers**

**473.** The duties and powers of the district conference as set forth in the Constitution (cf. 453) and as authorized by the General Conference are:

#### **Relating to the Constitution**

(1) To propose an amendment to the Constitution, by a two-thirds vote to be submitted to the General Conference as a memorial (185; 637; 650:1), or to propose an amendment to the Constitution to be submitted first the other district conferences (185; 650:2).

(2) To vote on the ratification of an amendment to the Constitution adopted by the General Conference (185; 650:1); and to vote on a proposed amendment to the Constitution originating in another district conference (185; 650:2).

#### **Relating to the General Conference**

(3) To adopt memorials to the General Conference for proposed changes in *The Discipline* or for other legislation (463; 636-637; 641).

(4) To elect delegates to the General Conference as set forth in 602-616 (cf. 471:1)

(5) To review all standing rules of the district and bring them into harmony with the Constitution, other provisions of *The Discipline* as currently revised and amended, and with other General Conference legislation (163:6; 468:4).

(6) To request a special session of the General Conference in concurrence with two-thirds of the district conferences (167:2; 623).

#### **Relating to the District Conference**

(7) To receive a report concerning the interests and progress of the denomination from the General Superintendent presiding over the district conference, or if a General Superintendent is not present, from the general representative (740:19).

(8) To authorize, if desired, a district conference action committee, designate its number of members, and provide for the election of the members as set forth in 467.

(9) To authorize, if desired, a district conference nominating committee, designate its number of members, elect such members, and determine its duties as set forth in 470-471.

(10) To determine the place of the next annual session of the district conference or to delegate this authority to the district board of administration (447)

#### **Relating to District Administration**

(11) To take charge of all elders, commissioned or licensed ministers, ministerial candidates and students, commissioned and licensed special workers, missions, pioneer churches, pastoral charges, auxiliary organizations (cf. 486:22; 1250:2), and other district work within its bounds, except when the district is under discipline (176:3c,e), and except for those members of the district who are elected as general officials (711), missionaries appointed under the General Department of World Missions (866), and others who are amenable only to the General Board of Administration for their official duties (163:1; 176:2; 1570; 1587).

(12) To receive a report concerning their official duties from the following: the district superintendent (511:26), the assistant district superintendent (514:6), and the district treasurer (519:8); the district president and treasurer of Wesleyan Men (1225:2, 5), the district director and treasurer of the Wesleyan Women's Missionary Society (1252:2, 6), the district WY president and treasurer (1298:2i,3); the district departmental officers, including the district secretary for Church periodicals (527:4), the district secretary of extension and evangelism (559:8), the district world missions secretary (560:7), the district director of Christian education (579:7), the district director of Young Adults International (1361:2), the district Sunday school secretary (588:5), the district director of leadership training (590:7), the district director of CYC (594:6), the district educational secretary (598:6), the district director of YMWB (1252:7), and any others as desired by the district conference.

(13) To consider the numerical and financial progress of the district by receiving a complete statistical and financial report as compiled and submitted by the district statistical committee (526:1-3), for which reports shall be submitted to the committee on the approved forms as set forth in 526: 1.



(14) To take such actions and adopt such rules as it shall judge necessary to promote the interest and prosperity of The Wesleyan Holiness Church within the bounds of the district, and to amend or rescind the same, provided that it shall not add to or take from any provision of the Constitution or other provisions of *The Discipline*, and provided that any three members may appeal an action of the district conference as set forth in 163:6 (cf. 740:23).

(15) To adopt financial plans which will provide for the support of the district work, and for the payment of the district obligation for the United Stewardship Fund (775:1), assigning to each church its share of these obligations (775:2; cf. 486:10); to adopt an annual budget of income and expense for the district, or to assign this duty to the district board of administration (cf. 486: 16).

(16) To set the salaries, allowances, and other related matters for the district officials (491) and district departmental officers (499), unless the district conference shall refer such matters to a committee for study and recommendation, and to the district board of administration for approval and implementation.

(17) To determine the dates for the district fiscal year, which shall be binding on all churches, boards, committees, and organizations within the district for the keeping of records and reports.

(18) To employ the assistant district superintendent as a full-time official, if desired, and further to define his duties in addition to those required by *The Discipline* (513-515).

(19) To create, if so desired, a camp meeting board and define its duties, or to delegate this to the district board of administration.

(20) To authorize the incorporation of the district as provided for in 1401-1406. After such incorporation, the district board of administration shall carry out the will of the district conference concerning the holding of district and local church property (cf. 1494), and shall have power, on its own resolution, to acquire, purchase, manage, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any property, real, personal or mixed, as may be necessary or convenient for the purpose of the corporation.

(21) To elect, in states where local laws prohibit such incorporation, or where the law requires the property to be held by trustees, a district board of trustees from among the members of the district board of administration which shall carry out the will of the district conference concerning the holding of district and local church property (cf. 1494), and which shall carry out its duties as set forth in 529 (cf. 1465-1485; 1520-1528).

(22) To delegate any of its duties not restricted to the district conference by the Constitution.

### **Relating to Churches, Ministers, and Lay Workers**

(23) To authorize the establishing of a mission (203), a pioneer church (205), a church (209), a circuit (212), the reclassification of a church as a pioneer church (209:5; cf. 486:27), to declare a church as discontinued or abandoned (1503), and to hear a report from the district superintendent of the organization of new churches (210:6; 511:14); to grant in concurrence with the General Board of Administration prior

approval to a local church conference for post-secondary education in terms of an institute, junior college, or college-level programs (274:19; 691:49).

(24) To determine the boundaries of each pastoral charge within the district (163:5; 486:9c; 1510).

(25) To receive and pass upon the recommendations of the district board of administration concerning the pastoral agreements, appointments, and district conference relations, as follows (486:9):

(a) To approve the pastoral agreements entered into between the pastoral charges and the ministers, or to alter such an agreement, or to veto the action of the pastoral charge and appoint another pastor, provided that any such alteration or veto shall be for reasons as set forth in the Constitution, and shall be voted on as a separate action by the district conference (163:1-2; 281).

(b) To appoint a pastor to those pastoral charges not yet supplied at the time of the district conference or whenever requested to do so by a local church (285) or to delegate such appointment to the district board of administration, and to employ a qualified person as a supply pastor when deemed necessary (1159).

(c) To appoint each minister to the proper category of service or other appointment (1156-1175); appointing each elder not included on the appointed list (539:I:A) to the proper district conference relation as retired, on reserve, on educational leave, without appointment (539:I:B-F); or in process of transfer (1128), appointing each commissioned or licensed minister to the proper category of service (539:II:A-B; 539:III:A-B; 1158-1175) or in the process of transfer (1128); to license as ministerial candidates or ministerial students those persons so qualified (539:IV:A-B; 1110:1-2); and to appoint as commissioned or licensed special workers, designating their particular ministry; (1187-1189) those who have been granted the proper commissions and licenses (539:V:A-C) or to list them as in process of transfer (539:V-B), and to appoint commissioned lay missionaries.

(26) To fix the date for pastoral changes within the district (282).

(27) To elect to elder's orders a candidate the district conference deems qualified (1119), after receiving a report from the district board of ministerial standing (537:5) which shall be acted upon as a separate item of business.

(28) To grant a license, commission, recognition, or restoration, in keeping with the requirements of *The Discipline*, after receiving the report and recommendations from the district board of ministerial standing (537:5), as follows:

(a) A recognition as elder in process of transfer to an ordained minister being received from another denomination (1128), and a recognition as an elder- of The Wesleyan Holiness Church in full standing when all requirements have been met (1128:4-5).

(b) A district ministerial license, the granting of which shall become effective when the person receives his appointment as set forth in 1112:7 and 1113:3 (cf. 473:26c; 486:9).

(c) A recognition of a commissioned or licensed minister being received from another denomination as in process of transfer (1128) and a recognition of such commissioned or licensed ministers in full standing when all requirements are met (1128).

(d) A license as a ministerial candidate or a ministerial student for those who are qualified (1110:1-2; 1170).

(e) A license or commission as special worker, designating the particular ministry (1187-1189), or a recognition of a commissioned special worker or the equivalent thereof in process of transfer from another denomination, and subsequent recognition as a commissioned special worker in full standing when all requirements have been met (1189).

(f) A commission as lay missionary (1192).

(g) Any other license or commission as shall be authorized by *The Discipline*.

(h) The restoration of orders, commission, or license as set forth in 1136-1141; 1190 (cf. 537:4).

(29) To receive and pass on a written annual service report, through the district board of ministerial standing as set forth in 537:7-9, from each elder, commissioned minister, licensed minister, ministerial candidate, and commissioned or licensed special worker; to receive an explanation from each person whose report has been found

unsatisfactory, and to vote on the continuation of such person for appointment which shall require a two-thirds vote of confidence for approval (537:9).

### **Relating to the Election of Officials and Committees**

(30) To elect, by ballot and by majority vote, an elder to the office of district superintendent for a term of one year (cf. 507:1-2; 743:10). Reelection thereafter shall be for a term of two years. If the vote is favorable, the district board of administration, after consultation with the district superintendent and the presiding officer, may then recommend that a ballot vote be taken to extend the term to four years (507:2).

(31) To elect, by ballot and by majority vote, an elder as assistant district superintendent (513).

(32) To elect, by ballot and by majority vote, a district secretary (516; cf. 471:1), a district treasurer (518; cf. 471:1), or, if deemed advisable, a district secretary-treasurer, and members-at-large of the district board of administration (476-477).

(33) To elect, for a term of three years, the members required to fill vacancies on the district board of ministerial standing (532; cf. 471:2); and to designate, if it so desires, the elders of said board as the council of ordination (546; cf. 486:34).

(34) To elect (cf. 471:2) two or more members for the district auditing committee or to direct the district board of administration to employ an auditor (521-522); to elect (cf. 471:2) one or more elder-. and an equal number of laymen as members of the district building committee, or to delegate the election of this committee to the district board of administration (523); to elect (cf. 471:2) members, in such number as desired, for the district statistical committee (525); to elect (cf. 471:2) a district secretary for Church periodicals (527), or to delegate his election to the district board of administration (527).

(35) To elect (cf. 471:2) a district secretary of extension and evangelism (5S9) and a district secretary of world missions (560).

(36) To employ, if desired, or to authorize the district board of administration to employ a district director of Christian education (578); and to assign the duties of the various district secretaries or directors of Christian education agencies to him as desired (579:3; 588; 590; 594; 595; 596; 598).

(37) To elect (cf. 471:2), whenever such duties have not been assigned to a district director of Christian education (cf. 473:37), a district Sunday school secretary (588), a district director of leadership training, if desired (590), a district director of CYC (594), and a district educational secretary, if desired (598).

(38) To elect two elders and one laymen as members of the district board of review, and to elect two elders and two laymen to serve as alternates and to fill vacancies as set forth in 1573 (cf. 471 :2).

### **Relating to Church Law and the Judiciary**

(39) To request, by a two-thirds majority vote, a ruling on a point of Wesleyan Church law or an interpretation of *The Discipline* from the Board of General Superintendents (740:22a); and to appeal, by a two-thirds majority vote, such a ruling to the general Board of Review (740:22c; 1651 :3).

(40) To appeal, by a two-thirds majority vote, a decision of the Board of General Superintendents on the legality of an action by the district conference, a district board or committee, or a district official, to the general Board of Review (181 :2; 740:23; 1651 :3; cf. 163 :6).

(41) To adopt, by a two-thirds majority vote, a complaint against the General Conference or another district and order its presentation to the general Board of Review for settlement (181:4, 6; 1651:5-6); and to adopt such a complaint, by a majority vote, against the General Board of Administration to be presented to the general Board of Review for settlement (1651:5). (Cf. 163:10.)

(42) To appeal, by a two-thirds majority vote, a judgment of the general Board of Review to the General conference for final settlement (1653; cf. 163:10; 182)

(43) To exercise judicial powers according to the provisions of the Judiciary (1570-1583; 1540-1558; 1601-1634).

### **Chapter III**

## **DISTRICT BOARD OF ADMINISTRATION**

### **A. Function**

**475.** The district board of administration carries out the will of the district conference, promotes the interests of The Wesleyan Holiness Church within the district, and serves as the chief governing body of the district in the interim of district conference sessions.

### **B. Membership**

**476. Composition.** The district board of administration is composed of the district superintendent, the assistant district superintendent, the district secretary, the district treasurer, and members-at-large according to the size of the district:

(1) When a district has fifteen established churches or fewer, the district conference shall elect at least three members-at-large to the district board of administration, making a total of not less than seven members, elected so that at least two of the seven are laymen (cf. 476:4).

(2) When a district has more than fifteen established churches, but fewer than thirty-five, the district conference shall elect at least five members-at-large to the district board of administration, making a total board of not less than nine members, elected so that at least three of the nine are laymen (cf. 476:4).

(3) When a district has thirty-five or more established churches, the district conference shall elect at least seven members-at-large to the district board of administration, making a total of not less than eleven members, elected so that at least four of the eleven are laymen (cf. 476:4).

(4) Whenever a district conference chooses to elect more than the minimum number of members-at-large to its district board of administration, due regard shall be given to elect a proportionate number of laymen.

**477. Regulations for a Member-at-Large.** Each member-at-large of a district board of administration shall be a full member of a local Wesleyan Holiness church within the district which he serves, both at the time of election and throughout his tenure of membership. A ministerial member-at-large shall be chosen from among the elders of the district. The term of office shall be for one year, and he shall serve from the close of the district conference at which he is elected until the close of the next regular session of the district conference or until his successor is elected and qualified. regulations governing the amenability of a member-at-large of the district board of administration and the declaring and filling of a vacancy in such office are the same as those for district officials set forth in 494 and 496 (cf. 486:25a)

### C. Sessions

**478. Organizing Session.** The district board of administration shall meet immediately after the close of the district conference for an organizing session:

(1) To care for any business delegated to it by the district conference which requires immediate attention.

(2) To elect those departmental officers and members of boards or committees, and to elect or ratify the election of those officers of auxiliaries, whose terms expire at the time of the district board's organizing session (cf. 486:18).

(3) To determine the boundaries of the zones as given in 486:12.

(4) To make plans for the year and to care for any other business as deemed necessary.

**479. Regular Sessions.** The district board of administration shall meet at such time and place as it shall determine, provided that it shall meet at least once each quarter.

**480. Special Sessions.** The district board of administration may authorize special sessions as it deems necessary, or it may be called into special session by the district superintendent or in the event of an emergency when the district superintendent is unable to act, by the assistant district superintendent. A special session shall also be called when requested by the General Board of Administration or its Executive Board (691:53). All members shall be notified at least one week in advance of a special session, except when all are able to meet on shorter notice.

**481. Evaluation Sessions.** Periodically, either during regular sessions or in a session called specifically for self-evaluation, the district board of administration shall consider its priorities, review the distribution of its time and evaluate the effectiveness of its efforts, using the duties and powers listed in *The Discipline* as a guide. The method and extent of such evaluation shall be determined by the board, but special attention

should be focused on those responsibilities that are most likely to contribute to future outreach and growth to the glory of God.

#### **D. Organization and Procedures**

**482. Chairman.** The district superintendent shall preside as chairman over the district board of administration. The assistant district superintendent shall preside in the absence of the district superintendent, or when requested to do so by the district superintendent. If neither is present, the board shall elect from among its members a chairman pro tem.

**483. Secretary.** The district secretary is the secretary of the district board of administration by virtue of his office.

**484. Quorum.** A majority of all members of the board shall constitute a quorum.

**485. Voting.** A majority of those present and voting shall be sufficient except for those matters for which a larger majority is required by *The Discipline* or by legal or corporate requirements.

#### **E. Duties and Powers**

**486.** The duties and powers of the district board of administration are:

##### **General Duties**

(1) To serve as the chief governing body of the district in the interim of district conference sessions, caring for all the interests of The Wesleyan Holiness Church within the bounds of the district in accord with *The Discipline*.

(2) To promote the interests of the general departments and educational institutions of The Wesleyan Holiness Church in the manner and to the extent authorized by the General Conference and the General Board of Administration, to encourage their support, and to receive their representatives.

(3) To be responsible within the district for the promotion of world missions and general church extension and evangelism (551).

##### **Related to the District Conference**

(4) To carry out the plans and objectives of the district conference.

(5) To cooperate with the Board of General Superintendents in fixing the date for the annual session of the district conference so that a General Superintendent may preside (447; 740:18).

(6) To call for a reconvened session of the district conference by a two-thirds majority vote of all members of the district board of administration, subject to the approval of the Board of General Superintendents (740:18), and to call for a reconvened

session when requested to do so by the General Board of Administration or its Executive Board (448; 691:53).

(7) To allot to each church or circuit of the district the number of lay delegates it shall elect to the district conference (442).

(8) To submit resolutions to the district conference that will provide for a more efficient administration, better correlation, and advancement of the district work, and to submit proposed memorials to the General Conference (636; cf. 473:3).

(9) To serve the district conference as a committee on pastoral relations and ministerial appointments, being responsible:

(a) To review all pastoral agreements between churches and ministers of the district (cf. 278-292).

(b) To receive a report from the district board of ministerial standing concerning matters related to district conference appointments and relations as set forth in 53:10.

(c) To submit to the district conference a comprehensive report covering all the churches and ministers of the district: recommending any necessary changes in the boundaries of the pastoral charges or in the classification of churches (473:24-25; cf. 1500-1510); recommending the appointment of pastors for all churches for the coming year (cf. 205:1), including the approval, alteration, or veto of pastoral agreements already made by the churches and ministers (163:2), and the appointment of pastors or the delegation of responsibility for such appointment for churches otherwise without pastors (473:26), and recommending the appointment and/or classification of all other elders (1121:5), commissioned or licensed ministers, special workers, and the licensing of ministerial candidates and students as set forth in 473:26 and 539 (cf. 1110:1-2).

(10) To carry out the following duties concerning the United Stewardship Fund (771-781): to submit a recommendation to the district conference for the raising of the district obligation and the apportioning to each church of its share of the district obligation (775; cf. 519:6), unless the district conference shall delegate this to another committee (cf. 467-468); to approve adjustments in USF assessments due to building projects as set forth in 773:2; to administer the district plan for raising the district obligation and to see that such obligation is paid in full (775:3).

## **Duties Relating to District**

### **Officers, Committees, and Auxiliaries**

(11) To have the general oversight of all district officials (491), district department officers (499), boards, committees, employees, auxiliary organizations of the district; to approve their plans and to coordinate their work; and to see that the work is administered according to *The Discipline* and the directives of the district conference. (Cf. 494-496; 502-504; 519:8; 534; 551; 1222; 1223:4; 1224:4,6; 1225:6; 1249; 1250:4; 1251:5,7; 1252:9; 1294; 1296:1d; 1296:3; 1298:3d; 1359:6; 1364.)

(12) To divide the district into zones and determine the boundaries thereof, which shall be the same for all district organizations (478:3).

(13) To incorporate the district, when so authorized by the district conference (473:21), as provided for in 1401-1406; to serve as the board of directors of such corporation; and to have power on its own resolution to acquire, purchase, manage, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any property, real, personal or mixed, as may be necessary or convenient for the purpose of the corporation, and to exercise its corporate powers in accord with the provisions of *The Discipline* (1401-1406; 1465-1485; 1491; 1494; 1520-1529).

(14) To carry out, whenever the district is not incorporated, such duties, and to exercise such authority over district property and other legal affairs as set forth in 1465-1485 and 1520-1529.

(15) To provide for the preservation and security of all district records and archives, directing the district superintendent (511:11; 1511), the district secretary (517:6-7), the secretary of the district board of ministerial standing (535), and any others, concerning the care of the records placed in their custody.

(16) To adopt an annual budget of income and expense for the district, if so assigned by the district conference (473:16); to promote the raising of district funds in keeping with the plans of the district conference (473:16); to direct the district treasurer in the handling and disbursement of such funds (519:3); and to have the district treasurer bonded and to set the amount of such bond, the expense for which shall be paid by the district.

(17) To employ an auditor when so authorized by the district conference and to assign his duties (521-522); to direct an audit of the records and funds in the custody of the district treasurer, the district treasurers of the auxiliary organizations, or any other treasurers of the district, whenever such is deemed necessary (519:7; 1225:5; 1252:6; 1298:3d; 1361:4).

(18) To elect such district departmental officers and members of the district boards or committees as required by *The Discipline* or delegated to it by the district conference (cf. 467; 473:20; 486:34; 488; 521; 523; 525; 527; 553; 573; 578; 582; 1224:4; 1251:5; 1296:3; 1577); to elect at least three members of the district board of ministerial standing in keeping with the requirements for that board and to ratify the appointment of the chairman if the district superintendent chooses not to serve (532-533).

(19) To serve as or to establish a separate district board of extension and evangelism as set forth in 552-555, taking a special interest and responsibility for developing, supervising, and promoting an aggressive program of district church extension and evangelism, and to cooperate in such endeavor with the General Superintendent over the district and the General Secretary of Extension and Evangelism (743: 11; 832: 1; 837:8).

(20) To serve as or to establish a separate district board of Christian education as set forth in 571-572; to elect a chairman and such members as may be decided upon (572); to approve its plans and to assign such duties as desired (575; 576:9).

(21) To approve the time and place for the district Wesleyan Men convention (1223:1); to approve the nominations submitted by the WM nominating committee for the district WM president or to make other nominations as desired (1224:4); to ratify the election of district WM officers (1224:4); to approve all plans and actions of the district WM convention (1223:4) and the district WM executive committee (1225:6); and to supervise a local chapter of Wesleyan Men when it serves more than one local church (1213; 1218).

(22) To approve the time and place of the district conventions of Wesleyan Women's Missionary Society (1250:1; cf. 1252:6), Wesleyan Youth (1300:2), and Young Adults International (1357:1); to recommend to the district conference the enlargement of the membership of the WMS convention, if desired, in keeping with 1250:2; to approve the nominations for the district director of WMS (1251 :5), the district president of WY (1300:4a), and the district director of Young Adults International (1359:4), or to



make other nominations as desired, and to ratify the election of the other district officers (1251:5; 1300:5; 1359:4); and to approve the plans of the district conventions and the executive committees of WMS, WY, and YAI as provided in their respective constitutions (1250:4; 1252:9; 1300:6; 1354:4).

(23) To employ, when so authorized by the district conference (473:37), a district director of Christian education (578), who shall be nominated by the district board of Christian education (576:7); and to assign duties to such a director (579: 1-9).

(24) To request a ruling on a point of church law or an interpretation of *The Discipline* from the Board of General Superintendents and to appeal the same to the Board of Review (740:22a; cf. 1651:6), and to request assistance from the General Board of Administration or its Executive Board, through the General Superintendent, when deemed necessary.

(25) To remove for cause or whenever the best interests of the Church and the district so require:

(a) Any of its own members, with the exception of the district superintendent (cf. 509), by a two-thirds majority vote of all members, and to fill such vacancies for the unexpired term (477; 494; 496).

(b) Any departmental officer (499), member of a board, committee, or other agency of the district, or the district officers of an auxiliary organization, by a majority vote and to fill such vacancies for the unexpired term (504).

### **Related to Churches and Ministers**

(26) To organize and supervise all pastoral charges of the district in accord with *The Discipline* and other district directives so that each one may be an effective unit of The Wesleyan Holiness Church; to guard carefully the spiritual life and general welfare of all the churches; to plan and conduct conventions, institutes, or seminars for pastors and other workers in the district, promoting such for the purpose of spiritual refreshment, leadership development, greater efficiency, and a more united effort within the district and the general church (cf. 743: 13).

(27) To authorize the establishment of a mission (203; 274:15), a pioneer church (205), and a church (209), and to receive a report from the distinct superintendent on the effecting of such organizations (210:6); to reclassify an established church as a pioneer church when its number of full members drops to ten or fewer (209:5); and to declare a church as discontinued or abandoned (473:24; 1503).

(28) To review the actions of the local advisory council of each pioneer church (205:3).

(29) To approve all pastoral agreements and make all ministerial appointments in the interim of district conference sessions, subject to the final approval of the district conference (288; 292:3).

(30) To approve in writing the proposal of a local church conference for the acquisition, purchase, sale, mortgage, transfer, or other disposal of real property in accord with the provisions in 1498-1515 (cf. 1385-1397), after first receiving a written report and recommendation from the district building committee when such is required as set forth in 523; to authorize the incorporation of a local church in keeping with 1385 (cf. 274:14; 1388:6).

(31) To approve the plans of a local board of administration for the establishment of a day care and/or day school, and after its establishment to approve any significant change in mission, facilities, or finances (cf. 274:19; 316:34-35; 891).

(32) To take charge of any complaints or accusations against a local church or circuit within the district and to carry out disciplinary proceedings as deemed necessary in accord with the Judiciary (1581; cf. 1574:2, 4); to intervene and protect the property rights of The Wesleyan Holiness Church and the district as set forth in 1388:6; 1513; 1525:6; and to authorize the district superintendent to call for an affirmation of loyalty and to reorganize a local church as set forth in 1582.

(33) To grant temporary recognition (cf. 537:3) to elders, commissioned ministers, licensed ministers, and commissioned special workers, or persons with equivalent standing, from other denominations, as being in process of transfer, subject to the action of the next district conference (473:29a,d,e; 511:25; 1128; 1189).

(34) To appoint the desired number of elders as a council of ordination (546), except when the district conference shall designate the elders on the district board of ministerial standing as the council of ordination (473:34; 537:6); and, in case of emergency, in the interim of district conference sessions, to elect to elder's orders a candidate recommended by the district board of ministerial standing (1119:5).

(35) To consider and pass on the proposed resignation by, or a proposed vote on, a pastor after the renewal of his call, when such is considered before his term of service expires or in the interim of biennial reviews (292:1-2); or to remove a pastor by a two-thirds majority vote of all members of the district board of administration in keeping with the provisions of 287; 292:3; 511:19; and to appoint a supply pastor, if necessary, until another pastor has been obtained (288); or to remove a supply pastor by a majority vote if deemed necessary (1159:5).

(36) To take charge of judicial proceedings, the ordering of investigation (1608) or trial, for any elder, commissioned minister, licensed minister, ministerial candidate, ministerial student, commissioned or licensed special worker, or other worker under the jurisdiction of the district (1570), in accord with the provisions of the Judiciary (1576-1580).

(37) To represent the district, in the interim of district conference sessions, in judicial proceedings over matters of controversy between the district and other local, district, or general units or agencies (163:10; cf. 1651:5b).

#### **F. Executive Committee**

**488.** A district board of administration with nine or more members may establish an executive committee which shall consist of the district superintendent, assistant district superintendent, district secretary, district treasurer, and one or more other persons from its own members. The executive committee may act for the district board of administration as that board shall authorize.

### **Chapter IV**

## DISTRICT OFFICERS AND COMMITTEES

### A. List of District Officers, Boards and Committees

**490.** The following summarizes for quick reference the various officers, boards, and committees of the district:

(1) The district *shall* have:

- administration, board of (475-486)
- assistant superintendent (513-515)
- auditing committee or auditor (521-522)
- building committee (523)
- Christian Youth Crusaders director (594)
- Church periodicals secretary (527)
- delegates to General Conference (417; 473:4; 602-616)
- extension and evangelism secretary (559)
- ministerial standing, board of (531-537)
- ordination council (546)
- review, board of (1573-1575)
- secretary (516-517)
- statistical committee (525-526)
- Sunday school committee (581-585)
- Sunday school secretary (588)
- superintendent (506-511)
- treasurer (518-519)
- world missions secretary (560)

(2) The district *may* have:

- camp meeting board (473:20)
- Christian education, board of (571-576)
- Christian education director (578-579)
- conference action committee (467-468)
- conference journal editing committee (472:1)
- conference nominating committee (470-471)
- educational secretary (598)
- executive committee of the district board of administration (488)
- extension and evangelism, board of (552-555)
- judicial committee (1577)
- leadership training director (590)
- secretary-treasurer (473:33)
- trustees, board of (473:22; 528; 1527)

(3) The district may have the following auxiliary officers and committees:

- Wesleyan Men officers and committees (1223:3; 1224-1225)

Wesleyan Women's Missionary Society officers and committees (1250:3; 1251-1252)  
Wesleyan Youth officers and committees (1294; 1296-1298; 1300)  
Young Adults International officers and committees (1357:1; 1359)  
Young Missionary Workers' Band director (1252:7)

## **B. District Officials**

**491. Identification.** The district officials include the district superintendent, the assistant district superintendent, the district secretary, and the district treasurer. They are elected by the district conference, by ballot and by majority vote, and are *ex officio* members of the district board of administration (473:31-33; cf. 476).

**492. Qualifications.** A district official other than the district superintendent (cf. 507:1) must be, at the time of election and throughout his term of service, a full member of a local Wesleyan Holiness church within the district, and, if a minister, a ministerial member of the district he serves (cf. 496).

**493. Term of Office.** District officials other than the district superintendent (cf. 507:2) shall be elected for a term of one year. All district officials shall assume office at the close of the district conference session at which they are elected, and shall serve until the close of the district conference marking the end of their term or until their successors are elected and qualified.

**494. Amenability.** A district official shall administer his office according to *The Discipline*, and as directed by the General Conference, the General Board of Administration, the district conference, and the district board of administration. District officials other than the district superintendent shall serve under the general supervision of the district superintendent, shall be amenable to the district board of administration, and may be removed for cause or when the best interests of The Wesleyan Holiness Church and the district so require, upon a two-thirds majority vote of all members of the district board of administration (486:25a). The amenability of the district superintendent is set forth in 509 (cf. 163:1).

**495. Reports.** A district official shall report to each session of the district conference concerning his official duties (473:13), and to the district board of administration as may be required of him.

**496. Vacancies.** The office of a district official may become vacant by death, by cessation of membership in a local Wesleyan Holiness Church within the district by resignation, by removal (494), or in the case of a minister, by ceasing to be a ministerial member of the district. In all cases other than that of the district superintendent (507:4), the filling of a vacancy in the office of a district official until the next session of the district conference shall be by a majority vote of all the members of the district board of administration (486:25a).

## **C. District Departmental Officers and Committees**

**499. Identification.** District departmental officers include the district secretary for Church periodicals (527), the district secretary of extension and evangelism (559), the district secretary of world missions (560), the district director of Christian education (578), the district Sunday school secretary (588), the district director of leadership training (590), the district director of CYC (594), and the district educational secretary (598). All district departmental officers and members of district boards (other than the district board of administration, cf. 477) and committees are subject to the regulations as set forth herewith in 499-504. (Regulations governing the auxiliaries are set forth in their respective constitutions.)

**500. Qualifications.** A district departmental officer or member of a district board or committee (499) must be a full member of a local Wesleyan Holiness Church within the district at the time of his election, and if a minister, a ministerial member of the district (cf. 504).

**501. Term of Office.** A district departmental officer or member of a district board or committee (499) shall be elected to serve for a term of one year, unless otherwise stated in *The Discipline*. He shall assume office at the close of the district conference session at which he is elected, or whenever elected by a district board, at the time of his election, and shall serve until the close of the next regular session of the district conference.

**502. Amenability.** Each district departmental officer and member of a district board or committee (499) shall carry out his duties according to *The Discipline* and other directives of the general church or district. He shall serve under the general supervision of the district superintendent and shall be amenable to the district board of administration. He may be removed by the district board of administration, by a majority vote, for cause or when the best interests of The Wesleyan Holiness Church and the district so require (486:25b).

**503. Reports.** A district departmental officer shall report to the district conference as required by *The Discipline* or by the district conference (473:13)<sup>1</sup> and shall make other reports to the board or committee which he serves, the district board of administration, or the district superintendent as may be requested.

**504. Vacancies.** The office of a district departmental officer or membership on a district Board of or committee (409) may become vacant by death, by cessation of membership in a local Wesleyan church within the district, by resignation, by removal (502), or in the case of a minister, by ceasing to be a ministerial member of the district. A vacancy may be declared and filled for the unexpired term by the district board of administration, by a majority vote.

## Chapter V

### DISTRICT ADMINISTRATION

#### A. District Superintendent

**506. Function.** The district superintendent is to be the spiritual and administrative leader of the district.

**507. Qualifications and Tenure.** The regulations for a district superintendent are (cf. 491-496):

(1) Election. The district superintendent shall be elected by the district conference, by ballot and by majority vote, from among the elders of The Wesleyan Holiness Church (473:31; cf. 743:10). The General Board of Administration may, however, at its discretion, present two or more nominations from which the district conference shall elect the district superintendent. If the district superintendent is elected from outside the membership of the district he is to serve, he shall immediately arrange for the transfer of his local and district membership.

(2) Term of Office. The initial election of a district superintendent shall be for a term of one year. Reelection thereafter shall be for a term of two years (cf. 493). If the vote is favorable, the district board of administration, after consultation with the district superintendent and the presiding officer, may then recommend that a ballot vote be taken to extend the term to four years. The salary of a district superintendent shall continue for one month beyond the date for the termination of his service.

(3) *Ex Officio* Duties. The district superintendent is a ministerial member of the General Conference (165; 602:1a), vice-chairman of the district conference (173:3; 450), chairman of the district board of administration (476; 482), chairman of the district board of ministerial standing unless he appoints another to serve in his place (533), chairman of the district board of extension and evangelism unless he appoints another to serve in his place (553), chairman of the district building committee (523), member (and chairman, unless he chooses to appoint another in his place) of the district conference action committee when such is authorized (467), chairman of the district conference nominating committee when such is authorized (470), and an *ex officio* member of the district conventions and the district executive committees of Wesleyan Men (1223:2; 1224:1), Wesleyan Women's Missionary Society (1250:2; 1251:1), Wesleyan Youth (1296:1; 1300:3a), and Young Adults International (1357:2; 1359:2, 4).

(4) Vacancy. Whenever the office of a superintendent is vacated (496), the assistant district superintendent shall become the district superintendent and serve until the next session of the district conference or until a successor shall be elected and qualified (514:7). Whenever a vacancy occurs in both the offices of the district superintendent and the assistant district superintendent, the General Superintendent over the district shall appoint an acting superintendent to serve until the General Superintendent is able to convene the district board of administration to fill the vacancies as set forth in 496.

**509. Amenability.** The district superintendent is amenable, as provided in the Constitution, to the General Board of Administration for his official duties and to the district conference for both his official duties and moral character (163:1). He may be removed from office by the General Board of Administration, by a two-thirds majority vote of all its members, for cause or whenever the General Board deems it necessary for the best interests of the Church and the preservation of the district (691:57a).

**511. Duties.** The district superintendent shall administer his office in accord with *The Discipline* and any other official directives from the General Conference, the

General Board of Administration, the district conference, and the district board of administration. His duties are (cf. 506; 507:3):

### **General**

(1) To have the oversight of the Church within the district, endeavoring to lead the district forward in the fulfillment of the mission of The Wesleyan Holiness Church (75-76).

(2) To give special attention to the initiation and promotion of an aggressive program of evangelism and church extension, as approved by the district conference or the district board of administration (cf. 203; 205; 209; 486:3, 19; 552).

(3) To carry on a spiritual and inspirational ministry, teaching the people concerning the doctrines, purposes, and programs of The Wesleyan Holiness Church, and promoting the interests of all the general departments and the district.

(4) To cooperate with the General Superintendent over the district (cf. 743:8), the General Board of Administration and its Executive Board in the oversight of the district work, and, in matters of district church extension and evangelism, with the General Secretary of Extension and Evangelism (743: 11; 837:8; cf. 486:3,19; 552).

(5) To assist the General Superintendent or his representative in presiding over the district conference, and to preside over the district conference or take responsibility for the same, whenever a General Superintendent or his representative is not present.

### **District Administration**

(6) To be the chairman of the district board of administration (476; 482), and to submit recommendations to the district board of administration that will provide for a more efficient administration, correlation, and advancement of the district work.

(7) To be the chairman of the district board of ministerial standing, to appoint another to serve in his place subject to ratification by the district board of administration (533); to be the chairman of the district building committee (523), to be the chairman of the district conference action committee, when such a committee has been authorized, or to appoint the chairman (467), and to be the chairman of the district conference nominating committee when such has been authorized (470).

(8) To exercise administrative supervision over all district officials, departmental officers, **boards** (cf. 553; 575), committees, auxiliary organizations (cf. 1213; 1222; 1225:2; 1249; 1252:2,7; 1296; 1359:1), missions, pioneer churches, churches, circuits, ministers and other workers (cf. 1159:2) of the district with the exception of those who are amenable only to the General Board of Administration for their official duties (163:1; 473:12), and to see that the plans and policies of the general church and district are carried out.

(9) To meet with any district board, committee, auxiliary organization, or other district agency at his discretion, and make such recommendations as he deems advisable; and to counsel with the various officers, directors, employees, and others serving the district concerning their work.

Commented [HEJ1]: Change 'boards to boards

(10) To serve as an *ex officio* member of the district executive committees of Wesleyan Men, Wesleyan Women's Missionary Society, Wesleyan Youth, and Young Adults International (1224:1; 1251:1; 1296:1; 1359:1).

(11) To examine all written instruments and legal papers for the conveyance of property acquired by local churches (1498:5) or the district and to approve them as to their conformity with the requirements of *The Discipline* (1480-1529; cf. 1385-1397), the inclusion of the proper trust clause (1481), and conformity to local laws (1467); to forward on the approved forms (691:50) a record of important facts concerning such property to the General Superintendent over the district; and to have the custody, under the direction of the district board of administration, of property and legal records for both the district and the local churches as provided for in 1511.

### **Local Churches**

(12) To visit, or to appoint the assistant district superintendent or other representative to visit, each church in the district at least once a year, making careful inquiry into the progress and administration of the church and seeking to advance its spiritual life and to preserve a written report of such visits in his office for future reference and for his successor.

(13) To investigate carefully concerning the support of pastors and to advise and encourage the local churches to provide for their adequate support.

(14) To recommend that the district board of administration authorize the establishment of a mission (203), a pioneer church (205), a church (209), the reclassification of a church (209:1); and to preside over the organization of an established church or appoint a representative to do so (210), and to report the organization of new churches to the district board of administration and to the district conference (210:6).

(15) To supervise and promote the development of a pioneer church, approving the reception of members (205:2; cf. 1560:2), appointing the secretary-treasurer and Sunday school superintendent in cooperation with the pastor (205:3), and approving the plans of the pastor and the local advisory council in the interim of sessions of the district board of administration (205:3).

(16) To arrange the date for the regular session of a local church conference (263:1-2), to preside over a local church conference whenever present (267), to convene a local board of administration or a local church conference in times of emergency and preside over the same (265: 1; 287; 292:2-3; 310), and carry out any other provisions for a local board of administration or conference as prescribed in *The Discipline*.

(17) To counsel with a local board of administration for the securing of a pastor (284:1-2), providing it with a list of names of those ministers available for a call, and to carry out the provisions of *The Discipline* concerning the call, the renewal of a call, the review and termination of an extended call, the resignation and release of a pastor from the pastoral agreement, and other matters pertaining to pastoral relations for the pastoral charges under his care (265:3; 279:2; 284:1-2; 286; 287; 290-292; 310).

(18) To approve the transfer of any elder or commissioned or licensed minister from another district, in concurrence with the General Superintendent (158:6; 284:2;



743:15; 1127:1), and, when objecting to such a transfer to state his reasons if requested to do so.

(19) To recommend the removal of a pastor to the district board of administration, whenever the best interests of the church involved demand it, and to recommend to the district board of administration the appointment of a supply, if necessary, until another pastor has been obtained (287; 288; 292:3; 486:29).

(20) To perform all the functions of a pastor for a local church within the district when such church is without a pastor, or to recommend to the district board of administration the appointment of a supply pastor until the local church obtains a pastor (486:29,35).

(21) To approve the employment of an evangelist or workers of another denomination for revivals or other meetings by a local church or any district organization, and, when objecting to such employment, to state his reasons if requested to do so (294:19; 316:17)

### **Ministers**

(22) To counsel with the pastors, ministers, and special workers under his care, giving special attention to the encouragement and guidance of candidates for the ministry.

(23) To be responsible, if the General Superintendent is absent, for leading the Council of Ordination (546) in conducting the ritual of ordination (1119:6; 1711-1720), and the ritual of commissioning a minister (1731-1739), a special worker (1189; 1741), and a lay missionary (1192; 1741); to sign with the district secretary such certificates, licenses, or other official forms, as are required of his office and issued to such persons as are authorized by the district conference; to have charge of services for the installation of pastors (1764) .

(24) To request any special reports from the pastors, ministers, and churches that will facilitate his oversight of the district; to receive a quarterly statistical report from each pastoral charge as required by the general church.

(25) To approve in writing the temporary service of an elder in a district other than the one of which he is a member (1127:2); to grant a letter of transfer or standing to any ordained, licensed, or commissioned worker in good standing of the district (1854; 1856); to instruct the district secretary to enroll as a member of the district a minister who transfers from another district in the manner prescribed by *The Discipline* (158:6; 1127:1; 1854-1855), and to order the enrollment of a ministerial candidate, or special worker so transferring (1110:4c,6d; 1190; 1854-1855); and to guide a minister or special worker from another denomination seeking recognition and membership in The Wesleyan Church (1128; 1189). (Cf. 1133.)

### **Reports**

(26) To report annually to the district conference concerning his official duties and personal ministry (473:13), and to submit other reports to the General Board of Administration or its Executive Board and the district board of administration as

required; to counsel with the area General Superintendent at least once a year concerning the plans and objectives for the district, reporting to him on the activities of the district and progress toward its objectives during the past year (cf. 743:8).

### **Judicial**

(27) To receive any complaint or accusation against any person or local unit under the jurisdiction of the district (1562:4; 1570:1-6; 1576:1, 3; 1581:1-2) and to give such his prompt and careful attention as required in the judiciary (1576:1; 1581:1-2), and to refer any matter requiring official investigation or judicial proceedings to the district board of administration for disposition (486:32, 36). (Cf. 1580:2; 1582.)

### **B. Assistant District Superintendent**

**513.** The assistant district superintendent shall be elected, by ballot and by majority vote, by the district conference from among the elders of the district (473:32). His qualifications, term of office, amenability, and other regulations are those of a district official as set forth in 491-496.

**514.** The duties of the assistant district superintendent are:

(1) To serve as member and vice-chairman of the district board of administration, presiding over the board whenever the district superintendent is not present or appoints him to do so (482).

(2) To convene the district board of administration in times of emergency when the district superintendent is not able to act (480).

(3) To serve as member of the district board of ministerial standing (532).

(4) To assist the district superintendent and to serve as his representative to local churches or district organizations as the superintendent may request.

(5) To perform such other duties as may be required of him by the district conference or the district board of administration.

(6) To report annually to the district conference concerning his official duties (473:13) and to the district board of administration as required.

(7) To become district superintendent in the event of a vacancy in that office (cf. 496; 507:4).

**515.** A district conference may choose to have the assistant district superintendent as a full-time district official, and shall further define his duties in addition to those set forth in *The Discipline*.

### **C. District Secretary**

**516.** The district secretary shall be elected by the district conference by ballot and by majority vote (473:33; cf. 471:1). His qualifications, term of office, amenability, and other regulations are those of a district official as defined in 491-496.

**517.** The duties of the district secretary are:

(1) To be the secretary of the district conference, recording accurately and completely the proceedings of each session and preserving them in permanent form (cf. 472), and forwarding sufficient copies to the General Secretary for distribution to the general offices and departments.

(2) To serve as a member and as the secretary of the district board of administration (476; 483), recording accurately and completely the proceedings of each session and preserving them in permanent form, forwarding a copy of the minutes of each session to each member of the board and to the General Superintendent over the district.

(3) To issue official notices and communications from the district conference, including assignments for the United Stewardship Fund (775:2), and other financial obligations, and from the district board of administration and to keep permanent file copies of all correspondence, reports, and other records.

(4) To issue and sign all certificates, licenses, and other official forms as properly authorized by the district and as prescribed for a district secretary by the General Conference or General Board of Administration.

(5) To forward promptly to the General Secretary: the statistical and financial reports of the district conference as may be required by the General Board of Administration; a certified list of the General Conference delegates, and the certification of an alternate when a delegate is unable to attend (608-611); a copy of each memorial adopted for presentation to the General Conference; a copy of the official district directory for inclusion in the denominational directory, and of each change in the directory as it occurs (517:8); and to cooperate in forwarding other information to the General Secretary as he may request.

(6) To be the custodian of the official district records and archives, except as otherwise provided for in *The Discipline* (535; 1511), including the records of the district statistical committee (526:3) and all district judicial committees (1573; 1577:4), and to be instructed by the district board of administration as to the exercise of such custody (486:15); and to forward to the General Secretary the credentials of a minister when such credentials have been surrendered or removed by judicial process (755:5b; 1127:4; 1137).

(7) To receive an official copy of the minutes of each board, committee, auxiliary organization, or other district agency, and to preserve them in the district archives.

(8) To maintain a complete and current district directory, listing the district officials, each district board or committee with the names of its members and officers, the district departmental officers (499), the names and addresses of each elder, commissioned minister, licensed minister, ministerial candidate, ministerial student, commissioned and licensed special worker, and commissioned lay missionary, the address of each mission, pioneer church, church, circuit, and parsonage within the bounds of the district, and other information as desired (cf. 539).

(9) To aid in collecting books, documents, photographs, or other historical materials for the historical archives of the denomination in cooperation with the General Secretary (755:4).

(10) To notify all churches and ministerial members of the district of the time and place of the next regular session of the district conference at least sixty days in advance (447), and to notify them of any reconvened sessions as directed by the district board of administration (448).

(11) To perform such other duties as may be required by the district conference or the district board of administration and as pertain to his office.

#### **D. District Treasurer**

**518.** The district treasurer shall be elected by the district conference, by ballot and by majority vote unless it votes to designate the district superintendent, treasurer (473:33; cf. 471:1). The election of the treasurer shall not take place until after the adoption of the audited report of the district treasurer for the previous year. His qualifications, term of Office, amenability, and other regulations are those of a district official as defined in 491-496.

**519.** The duties of a district treasurer are:

(1) To serve as a member of the district board of administration (476) and, when such has been authorized, as a member of the district conference action committee (467).

(2) To be bonded to the amount set by the district board of administration, the cost of which shall be paid by the district (486: 16).

(3) To have custody of all district funds, unless otherwise provided for by *The Discipline*: to receive, record, hold, and disburse such funds in keeping with the financial plans of the General Conference and the district conference and as directed by the district board of administration.

(4) To receive, record, and hold all funds specified for the general church from the several churches, district organizations, or from any other sources within the district, and to remit such funds monthly to the General Treasurer on the approved forms and as instructed by him.

(5) To serve as a district director of stewardship, promoting stewardship and storehouse tithing on the district level, in cooperation with the general director of stewardship (755:12; cf. 761:10).

(6) To prepare and submit to the district board of administration, or to another committee if such has been designated by the district conference a recommended plan to provide for the raising of the district obligation to the United Stewardship Fund, designating the amount to be assigned to each local church as its share of the district obligation, in accord with the regulations for the United Stewardship Fund (775); which plan, as approved by the proper board or committee, shall be presented to the district conference for adoption (473:16; 486:10; cf. 467-468); and to notify promptly the General Treasurer of the district USF obligation on forms provided by the General Treasurer (cf. 775:2).

(7) To submit all records and funds for an annual audit, after the close of the fiscal year, as provided for in 521-522, and at any other time as may be requested by the district board of administration (486:17).

(8) To submit a complete financial report of all funds in his care, certified by the auditor or the auditing committee, to each regular session of the district conference (473:13), to submit reports to the district board of administration (486:11), the district superintendent, and the General Treasurer as they may require.

(9) To perform such other duties as may be required by the district conference or the district board of administration and as pertain to his office.

### **E. District Auditing Committee**

**521.** The district conference shall provide for the auditing of all financial records and funds by the election of a district auditing committee, or by directing the district board of administration to employ an accountant for that purpose (522; cf. 486:17). The district auditing committee shall be a standing committee and shall consist of two or more persons elected for a term of one year by the district conference (473:35; cf. 471:2). General regulations for the membership of this committee are given in 499-504. The duties of the auditing committee are:

(1) To audit annually, after the close of the district fiscal year, and before the financial reports are presented to a district conference or convention, the records and funds of the district treasurer (519:8), the district treasurers of Wesleyan Men (1225:5), Wesleyan Women's Missionary Society (1252:6) Wesleyan Youth (1298:3d), Young Adults International (1361:4), and any other treasurer of a district board or agency having custody of district funds (cf. 583); and to perform such audits at other times as may be requested by the district board of administration.

(2) To submit a written report to the district conference and to each of the district conventions of the auxiliaries concerning the results of the audit. A financial report may not be accepted as approved by any official body until certified as correct by the auditing committee or employed auditor.

(3) To perform such other duties as may be required by the district conference or the district board of administration.

**522.** The district conference may direct the district board of administration to employ an accountant to perform any part or all of the duties assigned to the district auditing committee, in which case the auditor's report shall be submitted to the district conference by the district secretary.

### **F. District Building Committee**

**523.** There shall be a district building committee elected by the district conference (473:35; cf. 471:2), unless the district conference shall delegate the election to the district board of administration. The committee shall consist of the District Superintendent as chairman and one or more elders as desired with an equal number of laymen. The elected members should be persons who are capable and experienced in property transactions and the construction of buildings. General regulations governing the membership of this committee are given in 499-504. The duties of the district building committee are:

(1) To investigate the proposed sites for local church buildings, parsonages, or other units, in order to ascertain that such properties are properly located in the community to be served and adequate in size for future expansion and parking facilities; to consider also the plans and requirements of any metropolitan or urban planning commission, if such an agency exists; to consider also the financial plans and liabilities to be incurred; to act upon the proposal of the local church and to report its findings and

recommendations in writing both to the district board of administration and the local church (cf. 1498-1500).

(2) To consider the proposal of a local church (274:13) for the construction of a local church building, parsonage, educational unit, or the remodeling of such buildings when it amounts to ten percent or more of the value of the building; to advise them in detail concerning the architectural plans; to consider carefully the financial liability and the plans of the local church for meeting such liabilities; and to report its findings and recommendations in writing to the local church and the district board of administration (486: 30; cf. 1498- 1500).

### **G. District Statistical Committee**

**525.** Each district conference shall elect a district statistical committee of the desired number (473:35; cf. 471:2), or the district conference may delegate this responsibility to the district board of administration. General regulations for the membership of this committee are given in 499-504.

**526.** The duties of the district statistical committee are:

(1) To receive, on behalf of the district conference, complete annual statistical and financial reports from such persons, units, and agencies as the General Board of Administration shall designate, on forms approved by the General Board and made available by the General Secretary; and to compile and submit to the district conference a comprehensive statistical and financial report for the district as a whole.

(2) To report to the district board of administration the name of each person who fails to submit his report in the proper manner and at the appointed time.

(3) To submit, after the committee has finished its work, all reports and records to the district secretary for filing.

### **H. District Secretary for Church Periodicals**

**527.** Each district conference shall elect a district secretary for Church periodicals, or the district conference may delegate this responsibility to the district board of administration. His qualifications, term of office, amenability, and other regulations are those of a district departmental official as defined in 499-504. The duties of the district secretary for Church periodicals are:

(1) To secure and maintain the names and addresses of the local secretaries for Church periodicals.

(2) To assist the pastor and the local secretary for Church periodicals in securing subscriptions.

(3) To assist the editors of the Church periodicals in securing subscriptions.

(4) To submit an annual report of his activities to the district conference, a copy of which shall be forwarded to the General Editor (473: 13).

### **I. District Board of Trustees**

**528.** The district conference of each established district shall be incorporated or shall cause a corporation to be formed and maintained to facilitate the management of its legal and corporate affairs as set forth in 1401-1406. In places where local laws prohibit such incorporation, or where the local laws require property to be held by trustees, the district conference may elect from among the members of the district board of administration the members of the district board of trustees in such number as desired (473:22; cf. 1527). The district trustees shall hold office until their term expires as members of the district board of administration and until their successors are elected and qualified. The district board of trustees shall be amenable to the district board of administration (cf. 1525). A district trustee may be removed from office by a two-thirds majority vote of all the members of the district board of administration whenever it is deemed necessary for the best interests of The Wesleyan Holiness Church and the district or whenever a trustee shall refuse to carry out the directions of the district board of administration, except when such directions are contrary to local laws or to *The Discipline* (477; 486:25a; 494; 1471). The office of a district trustee may also become vacant by death, cessation of membership in The Wesleyan Holiness Church, or cessation of membership on the district board of administration. A vacancy on the district board of trustees shall be filled for the unexpired term by a majority vote of all the members of the district board of administration (477; 486:25a; 496).

**529.** The district board of trustees shall administer its duties in accord with *The Discipline* (1465-1485; 1524-1529), and as directed by the district board of administration. Its duties are:

(1) To hold all district property, and such local property as may be held by the district (1491; 1494), in trust for The Wesleyan Holiness Church as set forth in 1524 (cf. 163:8).

(2) To attend to all legal matters pertaining to the district transactions for the purchase, sale, encumbrance, transfer, or other- disposal of property, as ordered by the district board of administration (cf. 1525).

(3) To fulfill such other duties as pertain to their office as trustees and as may be assigned to them by the district board of administration.

## **J. District Board of Review**

**530.** Each established district shall have a district board of review, which shall consist of two elders and one layman elected annually by the district conference (473:39; cf. 471:2). Two elders and two laymen shall also be elected at the same time to serve as alternates and to fill vacancies in the order of their election (1573). The district board of review serves as an appellate body for lay members and local churches and has original jurisdiction over charges or complaints preferred against local churches. The duties and powers of the district board of review are set forth in the Judiciary (1573-1574). General regulations governing the members of the district board of review are set forth in 499-504.

## **Chapter VI**

## DISTRICT MINISTERIAL SUPERVISION

### A. District Board of Ministerial Standing

**531. Function.** There shall be a district board of ministerial standing which shall be responsible for the examination and recommendation to the district conference of all candidates for ordination, license, commission, ministerial study, restoration, or transfer from another denomination

**532. Membership.** The board shall consist of the district superintendent, the assistant district superintendent, and from five to eight additional members, at least three of whom shall be elected by the district board of administration (486:18) and the remainder by the district conference (473 34). At least two members shall be laymen, and the ministerial members shall be elders. The term of office for the elected members shall be for three years, with the election so arranged that approximately one-third shall be elected each year. General regulations for the members of this board are defined in 499-504.

**533. Organization.** The district superintendent shall be the chairman unless he shall appoint another to serve in his place with such appointment subject to ratification by the district board of administration The board shall annually elect a vice-chairman and a secretary The board may divide into smaller groups and apportion the work among them as deemed necessary, provided that all recommendations of the board to the district conference shall be adopted by the ill board

**534. Sessions.** The board shall be convened by the chairman in sufficient time before the opening of the district conference to enable the board to complete its work in a careful and thorough manner, and shall meet at other times as deemed necessary upon the call of the chairman The district board of ministerial standing, as early as possible after the date of the district conference has been fixed, shall appoint the time for all candidates to meet with the board, subject to the approval of the district board of administration (486 l 1)

**535. Records.** The secretary of the district board of ministerial standing shall keep suitable and permanent records which shall be the property of the district and shall be preserved as directed by the district superintendent and the district board of administration. The secretary of the board shall keep:

(1) A correct and complete journal of the proceedings of the board meetings, an official copy of which shall be submitted to the district secretary for permanent filing (517:7).

(2) A record of the ministerial studies and training of each licentiate and ministerial candidate and student, including the work done in a college, theological school, or by correspondence with the Ministerial Study Course Agency. A record of all credits earned shall be recorded at least once each year in cooperation with the Ministerial Study Course Agency as set forth in 941: 1, and shall be available to the board in considering its recommendations to the district conference.



(3) A personnel record of each ordained, licensed, or commissioned member of the district, on forms as authorized by the General Board of Administration, including: important personal and family information; educational qualifications; ministerial service including pastoral and other district appointments, offices held, and credentials issued by the district. Whenever a letter of transfer is granted, a transcript of the personnel record shall be provided, if requested, but the record shall remain in the permanent files of the district (921: 13).

**537. Duties.** The duties of the district board of ministerial standing shall be:

#### **Related to Ordination, Commissions, Licenses, and Ministerial Candidates or Students**

(1) To examine carefully (cf. 691:50; 921:13) each candidate for election by the district conference to elder's orders, or election to a commissioned minister's status, the granting of a district ministerial license, a license as a ministerial candidate or student, a commission or license as special worker, a commission as a lay missionary, and any other commission or license as may be authorized by *The Discipline*: to interview each candidate, and to make any other investigation deemed necessary, in regard to his personal experience of salvation and entire sanctification, his full commitment to the Articles of Religion, Membership Commitments, Elementary Principles, and polity of The Wesleyan Holiness Church and acceptance of its authority, his evidence of having the qualifications for the ministry to which he feels called as set forth in *The Discipline*, and to recommend to the district conference those who are qualified in the judgment of said board (cf. 533; 537:5)

(2) To consider each person recommended by his local church conference (274:8) or circuit conference (213:2) for the granting of a license as a ministerial candidate or student (539:IV:A,B; 1110:1-2), those who are deemed worthy (473:29b,c; cf. 1170:2-3): to encourage all such ministerial students to enroll for ministerial training in an approved school of The Wesleyan Holiness Church (934; 939); to supervise and counsel them, keeping a record of their ministerial studies (535:2), and cooperating with the director of the Ministerial Study Course Agency in supervising those enrolled in courses under the Agency (941; cf. 1150-1152).

(3) To consider and examine any person who desires to be received into the district from another denomination, and to be recognized as an elder commissioned or licensed minister, or commissioned special worker, and to recommend to the district conference for reception as in process of transfer, and subsequently for recognition as in full standing, only such a person as it deems properly qualified according to *The Discipline* (cf. ] 128; 1188-1189); and, in the interim of district conference sessions, to make such recommendation to the district board of administration (486:33).

(4) To consider and examine any person applying for restoration of orders, commission, or license, and to recommend to the district conference only such a person as it deems properly qualified according to *The Discipline* (cf. 1136-1140; 1190).

(5) To present to the district conference, as a separate report, a recommendation for the election of a candidate to ordination as an elder (473: 28; cf. 1119:5) or commission as a minister (1117), and to present to the district conference a combined report of all other recommendations concerning the commissioning, licensing,

recognition, or restoration of ministers, and special workers, and the licensing of ministerial candidates or students (473:29; 1110:1-2).

(6) To serve, with the exception of the lay members, and when so designated by the district conference (473:34; cf. 486:34), as a council of ordination (546); and to perform such other duties as may be assigned by the district conference.

#### **Related to the Annual Service Reports**

(7) To receive, on behalf of the district conference, a written annual service report (541) from each elder, commissioned minister, licensed minister, ministerial candidate, and commissioned or licensed special worker; to review such reports and pass on each one as follows (cf. 473:30):

(a) A report which shows that the work has been done according to *The Discipline* and that the annual statistical report (526:1) has been properly submitted shall be marked as approved and returned to the person submitting it (cf. 537:9).

(b) A report in which there are unsatisfactory answers, or which shows that the work has not been done according to *The Discipline*, or that the annual statistical report (526:1) has not been properly submitted, shall be reviewed with the person submitting the report. If reasons for such irregularities are not satisfactory to the district board of ministerial standing, the report shall be marked as unsatisfactory and returned to the person submitting it (cf. 537:9).

(8) To investigate the reason for the failure to submit an annual service report on the part of those persons required to do so (541), and to take appropriate action as set forth in 1110:5; 1113:1; 1123:3; 1188; and 1189.

(9) To present a report (cf. 533) to the district conference concerning the results of the examination of the annual service reports, listing all members of the district responsible to submit such reports as to whether their reports were approved, unsatisfactory, or not received. A person whose annual service report has been found unsatisfactory (537:7b) shall report to the district conference wherein he has failed, and it shall require a two-thirds vote of confidence by the district conference to approve such a person for continued appointment.

#### **Related to Appointments and District Conference Relations**

(10) To submit reports to the district board of administration concerning the following matters related to district conference appointments and relations: the results of the examination of the annual service reports (537:8-9); the availability for appointment, and any desired changes in appointment or district conference relations, as recorded on the annual service reports those persons qualified for a district ministerial license, the granting of which shall become effective upon their appointment (473:26c,29b; 486:9; cf. 1112:7; 1113:3); those other persons qualified for a license, commission, reception from another district or denomination, or restoration (473:26,29, 486:9).

## **B. The Listing of District Conference Relations and Appointments**

**539.** The elders, commissioned ministers, licensed ministers, ministerial candidates and students, commissioned and licensed special workers, commissioned lay missionaries, and supply pastors of the district shall be listed in the following order as appointed by the district conference (473:26; cf. 486:9). This listing shall be included in the district conference journal (472) as an official district directory and, with the exception of IV: A, B, shall be used for the district conference roll call.

### **I. Elders**

#### **A. APPOINTED ELDERS (1156-1169).**

##### **1. District Service.**

The district superintendent and other elders in full-time service of the district in a ministerial capacity (1166; cf. 515; 578).

##### **2. Pastoral and Local Service.**

a. Elders appointed as pastors, associate or assistant pastors, within the district (1158).

b. Elders on loan to other districts of The Wesleyan Holiness Church for service as supply pastors (1127:2; 1159 1).

c. Elders appointed to serve in a local church Christian education program (1165:2).

##### **3. Evangelistic Service.**

a. **General evangelists.** Elders appointed as general evangelists (1160; 1162).

b. **District evangelists.** Elders appointed as district evangelists (1160-1161).

##### **4. Denominational Service.**

a. Elders elected by the General Conference or General Board of Administration as general officials (711; cf. 1166).

b. Elders elected or employed by the General Board of Administration for full-time general church service in a ministerial capacity as set forth in 1166 (cf. 691:31).

c. Elders appointed by the General Board of Administration for service in a ministerial capacity as missionaries or workers under the General Departments of Extension and Evangelism or World Missions as set forth in 1164.

d. Elders employed to serve in a ministerial capacity on the administrative staff or faculty of a general educational institution of The Wesleyan Holiness Church (934) or one of the seminaries approved by the Wesleyan Seminary Foundation (939).

e. Elders serving as military chaplains (1167).

##### **5. Interchurch Service (1168).**

Elders employed in a ministerial capacity in interchurch service, serving as institutional chaplains, or with an educational, evangelistic, or missionary organization not directly related to The Wesleyan Holiness Church, provided such service is approved by the district conference.

##### **6. Special Service (1169).**

Elders in active ministry not otherwise provided for, if such service is approved by the district conference.

**B. RETIRED ELDERS (1173).**

Elders retired because of age or incapacitated by infirmity, provided they were either on the appointed list, on reserve, or on educational leave at the time of such incapacitation or retirement.

**C. RESERVE ELDERS (1171).**

Elders available for but without appointment. An elder who remains on reserve for two consecutive years shall be automatically transferred to the list of elders without appointment unless continued on reserve by vote of the district conference.

**D. ELDERS ON EDUCATIONAL LEAVE (1170:1).**

Elders enrolled in a seminary or other graduate school for advanced training for church service.

**E. ELDERS WITHOUT APPOINTMENT (1174).**

1. Elders not available for appointment.
2. Elders employed in other than a ministerial capacity by the general church (1166), by a general educational institution or one of the seminaries connected with the Wesleyan Seminary Foundation (1165), or in interchurch service (1168).
3. Elders not otherwise listed.

**F. ELDERS IN PROCESS OF TRANSFER (1128; 1175).**

Ordained ministers from another denomination who have been granted recognition as elders in process of transfer (473:29a; cf. 537:3; 1128).

## II. Commissioned Ministers

**A. PASTORS (1158).**

Commissioned ministers appointed as pastors or as full-time associate or assistant pastors of Wesleyan churches in that district (161; 438:3).

**B. OTHER APPOINTMENTS.**

Commissioned ministers appointed to service in a local church Christian education program (1165:2), or as district evangelist (1161), or in a ministerial capacity to district, denominational, or interchurch service (1156; 1164; 1166; 1168), and those in retirement (1117:4).

**C. PROCESS OF TRANSFER.**

Commissioned ministers or their equivalent from other denominations that have been granted recognition as commissioned ministers in process of transfer (1128).

## III. Licensed Ministers

**A. PASTORS (1158).**

Licensed ministers appointed as pastors or as full-time associate or assistant pastors of Wesleyan Holiness churches in that district (161; 438:3)

**B. OTHER APPOINTMENTS.**

Licensed ministers appointed to service in a local church Christian education program (1165:2), or as district evangelist (1161) or in a ministerial capacity to district, denominational, or interchurch service (1156; 1164; 1166; 1168).

**C. PROCESS OF TRANSFER.**

Licensed ministers or their equivalent from other denominations that have been granted recognition as licensed ministers in process of transfer (1128).

#### **IV. Ministerial Candidates and Students**

##### **A. MINISTERIAL CANDIDATES.**

Those approved by the district conference to be licensed as ministerial candidates as set forth in 1110:2.

##### **B. MINISTERIAL STUDENTS.**

Those approved by the district conference to be licensed as ministerial students as set forth in 1110:1.

#### **V. Lay Workers**

##### **A. COMMISSIONED SPECIAL WORKERS (1187; 1189).**

List by specific category such as director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, lay evangelist, social worker, or spouse in ministry.

##### **B. COMMISSIONED SPECIAL WORKERS IN PROCESS OF TRANSFER (1187; 1189).**

List by specific category (refer to 539: V: A).

##### **C. LICENSED SPECIAL WORKERS (1187; 1188).**

List by specific category (refer to 539: V: A).

##### **D. COMMISSIONED LAY MISSIONARIES (1192).**

##### **E. SUPPLY PASTORS (1159).**

#### **C. Annual Service Reports**

**541. Annual Service Reports.** The district conference shall receive an annual service report from each elder, commissioned minister, licensed minister, ministerial candidate, and commissioned or licensed special worker on forms authorized by the General Board of Administration and made available by the General Secretary. Pastors or senior pastors shall submit the "Pastor's Annual Service Report." Associate and assistant pastors shall submit the "Associate/Assistant Pastor's Annual Service Report." Other elders and commissioned or licensed ministers and ministerial candidates shall submit the "Minister's Annual Service Report." Special workers shall submit the "Lay Worker's Annual Service Report." All such reports shall be submitted to the district board of ministerial standing, serving on behalf of the district conference, as directed by the district board of administration or the district superintendent (537:7-9).

#### **D. Council of Ordination**

**546.** Each district shall provide for a Council of Ordination to assist the General Superintendent (743:14; 1712), or, in his absence, the district superintendent (511:23), in carrying out the will of the district conference for the ordination of elders (1119:6; 1711-

1721), and the commissioning of ministers (1732), special workers (1740) and lay missionaries (1740). The Council of Ordination may consist of the desired number of elders appointed by the district board of administration (486:34), or the district conference may designate the elders of the district board of ministerial standing as the Council of Ordination (473:34; 537:6). The Council of Ordination will be responsible to plan the ordination and/or commissioning services.

## Chapter VII

### DISTRICT MISSIONS AND EVANGELISM

#### A. District Coordination of Missions and Evangelism

**551.** The district board of administration shall be responsible within the district for the promotion of world missions, general and district church extension and evangelism, and the coordination of Wesleyan Men and the Wesleyan Women's Missionary Society on the district level as set forth in *The Discipline* (486:3, 19, 21-22)

#### B. District Board of Extension and Evangelism

**552. Function.** The district board of administration shall serve as or shall establish a district board of extension and evangelism to aid the district superintendent and the district board of administration in developing, supervising, and promoting an aggressive program of district church extension and evangelism (486:19; 511:2).

**553. Membership.** If a separate district board of extension and evangelism is established, it shall have as its chairman the district superintendent (cf. 511 :2), unless he shall appoint another to serve in his place with such appointment subject to ratification by the district board of administration. In addition to the chairman, the board shall consist of two or more elders and an equal number of laymen elected by the district board of administration who are especially concerned and qualified for this phase of the church's mission. In addition, the district board of administration may designate the district secretary of extension and evangelism as an *ex officio* member (559). The term of office for the elected members shall be for two years, with the election so arranged that approximately one-half shall be elected each year. Other than the chairman, the board shall elect its own officers. General regulations governing the members of this board are set forth in 499-504.

**554. Sessions.** The district board of extension and evangelism shall meet soon after the close of the district conference to make plans for the year and shall meet for regular sessions as it shall decide or the district board of administration shall order. Special sessions may be called by the chairman as needed.

**555. Duties.** The duties of the district board of extension and evangelism shall be:

(1) To study potential fields for district extension work and report on and make recommendations to the district board of administration concerning the same.

(2) To stimulate interest in district church extension and evangelism throughout the district to help raise the funds needed for the district extension program.

(3) To make recommendations to the district board of administration concerning the establishment of a mission, pioneer church, or church, the appointment of pastors for the same, and real estate transactions and building projects connected with extension projects (cf. 486:27,29-30).

(4) To assume direct supervision of the district extension program or a specific extension project to the extent delegated by the district board of administration.

(5) To perform other duties as may be required by the district board of administration in the interest of district church extension and evangelism.

### **C. District Secretary of Extension and Evangelism**

**559.** A district secretary of extension and evangelism shall be elected by the district conference (473:36; cf. 471:2), and is an *ex officio* member of the district board of extension and evangelism (553), if so appointed by the district board of administration. The term of office, amenability, and other requirements for him as a district departmental officer are set forth in 499-504. His duties are:

(1) To report his election promptly to the General Secretary of Extension and Evangelism and to cooperate with him in promoting the interests of general church extension and evangelism; and likewise to promote the interests of the district program of extension and evangelism.

(2) To make a general plan of activities for the year and submit it to the district board of administration for approval.

(3) To assist the district superintendent in arranging for deputational work within the district by representatives of the General Department of Extension and Evangelism.

(4) To assist the district superintendent in planning and conducting special services in the interests of general or district church extension and evangelism at the district conference or camp-meeting; to arrange for promotional displays and the distribution of literature at district or zone meetings.

(5) To assist pastors in promoting evangelism and church extension in the local churches.

(6) To promote membership in the Wesleyan Holiness Card Call.

(7) To keep a record of activities, reports, and correspondence and to submit it to his successor.

(8) To submit an annual report of his activities to the district conference (473:13), including a financial report of his expenses and a report of what has been accomplished in the district for general and district church extension and evangelism, a copy of which shall be forwarded to the General Secretary of Extension and Evangelism; and to submit other reports as may be requested (cf. 503).

(9) To perform other duties in the interest of general and district church extension and evangelism, as may be requested by the district conference the district board of administration, or the district board of extension and evangelism.

#### **D. District Secretary of World Missions**

**560.** A district secretary of world missions shall be elected by the district conference (473:36; cf. 471:2). The term of office, amenability, and other requirements for him as a district departmental officer are set forth in 499-504. His duties are:

(1) To report his election promptly to the General Secretary of World Missions and to cooperate with him in promoting an interest in and a burden for world missions outreach within the district.

(2) To make a general plan of activities for the year and submit it to the district board of administration for approval (cf. 551).

(3) To assist the district superintendent in arranging for deputational work within the district by representatives of the General Department of World Missions.

(4) To assist the district superintendent in planning and conducting special services in the interests of world missions at the district conference or camp meeting; to arrange for promotional displays and the distribution of literature at district or zone meetings.

(5) To assist pastors in planning for world missions conventions and in promoting world missions in the local church.

(6) To keep a record of all activities, reports, and correspondence and to submit this to his successor.

(7) To submit an annual report of his activities to the district conference (473:13), including a financial report of his expenses and a report of what has been accomplished by the district for world missions, a copy of which shall be forwarded to the General Secretary of World Missions; and to submit other reports as may be requested (cf. 503).

(8) To perform other duties in the interest of world missions outreach as may be requested by the district conference or the district board of administration.

#### **E. District President of**

##### **Wesleyan Men**

**562.** The district president of Wesleyan Men (1225:2) is a nonvoting member of the district conference unless he is a voting member by some other right (440:8) He shall submit all plans for Wesleyan Men to the district board of administration for approval (486:21). In the- interim of district board of administration sessions, such plans may be approved by the district superintendent. He shall endeavor to guide the district activities of Wesleyan Men toward soul-winning, service, stewardship, and fellowship in a coordinated effort to forward the district program.

#### **F. District Director of**

##### **Wesleyan Women's Missionary Society**



**563.** The district director of Wesleyan Women's Missionary Society is a nonvoting member of the district conference (1251; 1252:2) unless she is a voting member by some other right (440:8). She shall submit all plans for Wesleyan Women's Missionary Society to the district board of administration for approval (486:22). In the interim of district board of administration sessions, such plans may be approved by the district superintendent. She shall endeavor to guide the district activities of Wesleyan Women's Missionary Society into soul-winning, evangelism, pioneer work, and concern for world outreach in a coordinated effort to forward the district program.

## Chapter VIII

### DISTRICT CHRISTIAN EDUCATION

#### A. District Board of Christian Education

**571. Function.** The district board of administration shall serve as or shall establish a district board of Christian education, which shall endeavor to develop, supervise, correlate, and promote a comprehensive district program of Christian education, viewing Christian education as a total process, dealing with the whole person, aiming at a fully coordinated educational program in harmony with the objectives for Christian education as set forth in 886:1-7 (cf. 486:20).

**572. Membership.** If a separate district board of Christian education is established, it shall have as its chairman a person elected by the district board of administration. General regulations governing other members of this board are set forth in 499-504. Additional members shall be chosen in one of the following ways:

(1) Supervision Option. The district board of administration shall elect two or more elders and an equal number of laymen to serve with the chairman as the district board of Christian education.

(2) Coordination Option. The district board of Christian education shall consist of the chairman elected by the district board of administration (486:20), the district director of Christian education (578), the district secretary of Sunday schools (588), the district director of leadership training (590), the district director of Christian Youth Crusaders (594), the district president of Wesleyan Youth (595; 1296:1a), the district director of Young Adults International (596; 1359:1), the district president of Wesleyan Men (1225:2), the district director of the Wesleyan Women's Missionary Society (1252:2), the district director of the Young Missionary Workers Band (1252:7), the district educational secretary (598), and such members-at-large as the district board of administration shall elect.

**573. Organization.** The district board of administration shall elect a chairman of the district board of Christian education. The board shall otherwise organize itself, elect its own officers, and may elect an executive committee for ad interim business. (Cf. 517:7.)

**574. Sessions.** The district board of Christian education shall meet soon after the close of the district conference to make plans for the year and shall meet for regular sessions as it shall determine, provided that not less than two sessions shall be held each year. Special sessions may be called by the chairman as deemed necessary.

**575. Amenability.** The district board of Christian education shall be an advisory and coordinating body, and shall be amenable to the district board of administration. All plans of the board shall be approved by the district board of administration (486:20), or, in the interim of its sessions, by the district superintendent (511:8), before their implementation.

**576. Duties.** The duties and powers of the district board of Christian education are:

(1) To develop, supervise, and coordinate the work of Christian education within the district; to review and coordinate plans of each director and agency, including the district director of Christian education, the district Sunday school committee, the district Sunday school secretary, the district director of leadership training, the district WY president, the district director of CYC, the district director of Young Adults International, the district educational secretary, and others that may be appointed for Christian education activities in the district, which shall subsequently be submitted to the district board of administration for approval (cf. 575).

(2) To receive reports from the various district directors and secretaries of the board and to advise them concerning their work, assisting each district agency to maintain an effective program for its particular phase of Christian education.

(3) To advise and assist the district directors and secretaries in implementing the plans and programs of the general departments which they represent within the district.

(4) To be responsible for the planning and supervision of the summer camps for children and youth; to submit detailed plans for such camps to the district board of administration for their approval; and to carry out the approved plans.

(5) To promote the interests of the educational institutions of The Wesleyan Holiness Church, particularly the general educational institutions in the area of which the district is a part, and to see that they are represented in the various youth camps and conventions as deemed appropriate.

(6) To present recommendations to the district board of administration and to the district conference for the growth of the work through the various ministries of Christian education, and for the financial plans and other interests of the work under their care.

(7) To nominate a district director of Christian education as set forth in 578; to define his duties in addition to what is set forth in *The Discipline* and to supervise his activities.

(8) To nominate to the district board of administration the members-at-large for the district Sunday school committee (582; cf. 486:18).

(9) To perform such other duties related to Christian education as are assigned by the district conference or the district board of administration.

## **B. District Director of Christian Education**

**578.** The district conference may employ or may authorize the district board of administration to employ a director of Christian education (473:37) who shall in the latter case be nominated by the district board of Christian education (486:23; 576:7). His term of office, amenability, and other regulations as a district departmental officer are set forth in 499-504, except that when he is employed by the district board of administration that board shall have authority to determine his term of office.

**579.** The duties of a district director of Christian education shall be (cf. 578):

(1) To report his election promptly to the General Secretary of Local Church Education, the General Secretary of Youth, and the General Secretary of Education and the Ministry, and to cooperate with them in implementing and promoting the policies and programs of the general departments within the district.

(2) To serve as the executive secretary of the district board of Christian education, if so appointed by the district board of administration (cf. 571-572), helping to coordinate the total program of Christian education within the district, and serving as a resource person in advising and assisting the various educational leaders in their particular phase of the work.

(3) To assume, as assigned by the district conference (473:37), the duties of the district director of leadership training, the district Sunday school secretary, the district CYC director, the district director of Young Adults International, the district educational secretary, and the promotional duties of the district WY president.

(4) To visit the churches of the district in such order and manner as the district superintendent shall approve, assisting pastors, Sunday school superintendents, CYC directors, WY presidents, and other educational leaders.

(5) To serve as director of the summer camping program to the extent recommended by the district board of Christian education and approved by the district board of administration (cf. 576:4).

(6) To promote the interests of the general educational institutions within the area, helping to recruit students and to promote the raising of funds.

(7) To submit an annual report of his activities to the district conference (473:13), including a financial report of his expenses and a report of what has been accomplished by the district for Christian education, a copy of which shall be forwarded to the General Secretaries of Local Church Education, Youth, and Education and the Ministry; and to submit other reports as may be requested (cf. 503).

(8) To keep a file of correspondence and other records, and to submit the same to his successor.

(9) To perform other duties in the interests of Christian education as may be assigned to him by the district conference, the district board of administration, or the district board of Christian education.

### **C. District Sunday School Committee**

**581. Function.** The district Sunday school committee is responsible for those phases of Christian education within the bounds of the district as assigned to the General Department of Local Church Education in 891, with particular emphasis on the Sunday school work and leadership training.

**582. Membership.** Each district shall have a district Sunday school committee which shall be composed of the district Sunday school secretary as chairman (588), the district director of leadership training (if any, 590), and from one to three additional members-at-large as decided upon and elected by the district board of administration (478:2; cf. 486:18; 576:8). Whenever the duties of either the district director of leadership training or the district Sunday school secretary are assigned to the district director of Christian education (579:3), the district director of Christian education shall be an *ex officio* member of the Sunday school committee. General regulations for the members of the Sunday school committee are set forth in 499-504.

**583. Organization.** The district Sunday school secretary shall be the chairman, and the committee shall elect a recording secretary who shall record the proceedings of committee meetings (cf. 517:7) and keep a permanent file of records and reports. The committee may also elect a vice-chairman and a treasurer, if deemed necessary.

**584. Amenability.** The district Sunday school committee shall be amenable to the district board of Christian education and through that board to the district board of administration, in all matters of district organization and program. All committee plans shall be submitted to the district board of Christian education for review and coordination, and subsequently to the district board of administration for approval (cf. 575). In matters pertaining to Sunday school organization, philosophy, curriculum, and objectives the committee shall carry out their work in accord with *The Discipline* and the directives of the General Department of Local Church Education.

**585. Duties.** The duties of the district Sunday school committee are:

(1) To promote and encourage the Sunday school work of the district, seeking to carry out the objectives of The Wesleyan Holiness Church for Christian education as set forth in 886:1-7 (cf. 581).

(2) To emphasize evangelism and soul-winning in the Sunday schools, seeking the conversion of every scholar and their enrollment in the church, and promoting outreach through the establishing of branch Sunday schools.

(3) To implement the plans and policies of the General Department of Local Church Education and to assist pastors and Sunday school superintendents in doing the same.

(4) To make recommendations to the district board of Christian education for a more efficient administration, correlation, and advancement of Sunday school work (cf. 581).

(5) To see that a Sunday school has been organized in each church, and to assist each Sunday school to meet the approved standard of achievement.

(6) To plan for Sunday school and leadership training rallies, conventions, institutes or workshops on a district, zone, or local level; to arrange for special services or promotional displays at zone or district meetings; submitting all such plans to the district board of Christian education for review and coordination, and subsequently to the district board of administration for approval (cf. 575).

(7) To assist pastors and local Sunday school officers in the organization or leadership training classes and programs.

(8) To submit recommendations for Sunday school work, including the financial plans for Sunday school promotion, to the district board of Christian education for review and coordination, and subsequently to the district board of administration for approval (cf. 575).

(9) To encourage the use of The Wesleyan Church curriculum materials. To perform other duties in harmony with its responsibility as may be assigned to it by the district conference, the district board of administration, or the district board of Christian education.

#### **D. District Secretary of Sunday Schools**

**588.** A district secretary of Sunday schools shall be elected by the district conference (473:38; cf. 471:2), or his duties shall be assigned to the district director of Christian education (473:37; 579:3). He shall be chairman of the district Sunday school committee. His term of office, amenability, and other regulations as a district departmental officer are set forth in 499-504. His duties are:

(1) To report his election promptly to the General Secretary of Local Church Education and to cooperate with him in implementing and promoting the plans and policies of the General Department of Local Church Education within the district.

(2) To serve as chairman of the district Sunday school committee, providing leadership to the committee for the Sunday school work of the district; to present all plans and recommendations of the committee to the district board of Christian education for review and coordination (576:1), and subsequently to the district board of administration for approval (cf. 575).

(3) To cooperate with and assist the pastors and local Sunday school superintendents in the organization and advancement of their Sunday schools according to the approved standard and in reaching the goals set by the general church and the district conference.

(4) To keep a file of correspondence and other records to submit it to his successor.

(5) To submit an annual report to the district conference (473:13) concerning his official activities, the work of the district Sunday school committee, and a complete statistical report for the Sunday schools; and to submit other reports as may be requested (cf. 503).

(6) To increase his qualifications and capacity for Sunday school and Christian education work by attending denominational and other approved Sunday school conventions, conferences, and seminars, and through correspondence courses, and periodicals as time permits and opportunity affords.

(7) To conduct any special Sunday school services or programs, or to arrange for promotional displays at the district conference, camp meeting, and other district gatherings.

(8) To give leadership to the district program of family ministries and the coordination of local church family ministries in cooperation with the program of the General Department of Local Church Education.

(9) To perform such other duties in harmony with his responsibility as may be assigned to him by the district conference, the district board of administration, or the district board of Christian education (cf. 590).

#### **E. District Director of Leadership Training**

**590.** A district conference may elect a district director of leadership training (473:38; cf. 471:2), or the district conference may assign his duties to the district director of Christian education (473:37; 579:3). If the district does not have a district director of Christian education and also chooses not to have a district director of leadership training, the duties of the district director of leadership training shall be assigned by the district conference to the district Sunday school secretary (588:9). The district director of leadership training shall be a member of the district Sunday school committee (582). His term of office, amenability, and other regulations as a district departmental officer are set forth in 499-504. His duties are:

(1) To be responsible for the district program of leadership training under the General Department of Local Church Education; to report at once after his election to the General Secretary of Local Church Education and cooperate with him in the implementation and promotion of leadership training within the district.

(2) To be certified as a director of leadership training.

(3) To formulate plans with the district Sunday school committee for leadership training rallies, institutes, conventions, or seminars on a district, zone, or local church level; and to submit such plans to the district board of Christian education for review and coordination (576:1) and subsequently to the district board of administration for approval (cf. 575).

(4) To assist pastors and local church directors of Christian education in conducting classes or setting up effective programs of leadership training in the local church.

(5) To keep a permanent record of correspondence and other plans and to submit them to his successor.

(6) To conduct any special services or to arrange for promotional displays on leadership training at the district conferences, camp meeting, and other district gatherings.

(7) To submit an annual report to the district conference (473:13) regarding his official activities and the progress of leadership training within the district, including a statistical report; and to submit other reports as may be requested (cf. 503).

(8) To perform such other duties in harmony with his responsibility as may be assigned by the district conference, the district board of administration, or the district board of Christian education.

#### **F. District Director of Christian Youth Crusaders**

**594.** There shall be a district director of Christian Youth Crusaders elected by the district conference (473:38; cf. 471:2), or his duties shall be assigned to the district director of Christian education (473:37; 579:3). He shall be an *ex officio* member of the district board of Christian education (572) and a nonvoting member of the district conference (440:8). His term of service, amenability, and other regulations as a district departmental officer are set forth in 499-504. His duties are:

(1) To report his election promptly to the General Director of Christian Youth Crusaders, and to cooperate with him in developing and promoting the program and policies for children and youth under the CYC organization within the district.

(2) To be certified as a CYC director by the General Department of Youth.

(3) To serve as a member of the district board of Christian education, if so appointed by the district board of administration (cf. 571-572); and to work with that board for a coordinated program of all the various phases of Christian education throughout the district (cf. 575; 576:1).

(4) To work with pastors and local CYC directors in establishing and maintaining effective CYC organizations; and to help pastors and local workers to become certified as CYC directors.

(5) To be responsible for CYC district rallies and CYC activities or events, or to arrange for promotional displays, at the district conference, camp meeting, summer camps, and other district gatherings.

(6) To submit an annual report to the district conference (473:13) regarding his official activities and the progress of CYC in the district, including a statistical report; and to submit other reports as may be requested (cf. 503).

(7) To perform such other duties related to CYC as may be assigned by the district conference, the district board of administration, or the district board of Christian education.

#### **G. District President of Wesleyan Youth**

**595.** There may be a district president of Wesleyan Youth who shall be a nonvoting member of the district conference unless he is a voting member by some other right (440:8; 1296:1a; 1298:2k). He shall coordinate all plans for Wesleyan Youth with the district board of Christian education and submit them to the district board of administration for approval. In the interim of district board of administration sessions, such plans may be approved by the district superintendent. He shall endeavor to guide the district activities of Wesleyan Youth in accord with the purpose and mission of Wesleyan Youth (1272), and in a coordinated effort to forward the district program of Christian education.

#### **H. District Director of Young Adults International**

**596.** The Young Adults International district director is elected by the annual YAI district convention as set forth in 1359:4 and is a nonvoting member of the district conference unless he is a voting member by some other right (440:8). The YAI constitutions are set forth in paragraphs 1331 to t380.

#### **I. District Educational Secretary**

**598.** If the district conference so determines, it may elect a district educational secretary or assign such duties to the Governor of the general educational institution or to a district director of Christian education (473:38; cf. 471:2). The district educational

secretary's term of office, amenability, and other regulations as a district departmental officer are set forth in 499-504. His duties are:

(1) To report his election promptly to the General Secretary of Education and the Ministry and to cooperate with him in promoting the interests of the educational institutions of The Wesleyan Holiness Church, and particularly the general educational institutions in the area of which the district is a part.

(2) To assist the district superintendent and to cooperate with the general educational institutions within the area to which the district is assigned in formulating plans for deputational work within the district (cf. 784:3), submitting all plans to the district superintendent for his approval.

(3) To represent the educational institutions, or to arrange for such representation, at the summer camps, conventions, and other appropriate occasions, including promotional displays and the distribution of literature, as directed by the district board of Christian education and approved by the officers in charge of the meetings.

(4) To assist the district superintendent in planning and conducting special services for promoting the interests of the general educational institutions during the district conference, camp meeting, and other district gatherings, arranging for promotional displays and the distribution of literature if desired, and cooperating with representatives of the educational institutions in such plans.

(5) To encourage young people to attend the schools of The Wesleyan Holiness Church, notifying such institutions of any prospective students, and encouraging all pastors to do the same.

(6) To submit an annual report to the district conference (473:13) concerning his official activities and the support given by the district for the general educational institutions, including the number of students enrolled in the educational institutions of The Wesleyan Holiness Church; and to submit other reports as may be requested (cf. 503).

(7) To perform such other duties in harmony with his responsibility as may be assigned to him by the district conference, the district board of administration, or the district board of Christian education.

#### **PART IV**

#### **GENERAL CHURCH GOVERNMENT**

#### *Chapter I*

#### **GENERAL CONFERENCE**

#### **A. Function**

**601.** The General Conference is the supreme governing body of The Wesleyan Holiness Church. The basic provisions, powers, and restrictions of this body are set forth in the Constitution (165- 176).

#### **B. Membership**

#### **1. Plan of Representation**

**602.** The General Conference shall be composed of voting and nonvoting members as follows:



### **Voting Members**

- (1) The voting members shall consist of an equal number of ministers (elders in the case of established districts) and laymen of The Wesleyan Holiness Church (165):
  - (a) One delegate from each pioneer district elected by the district administrative council as provided for by the General Board of Administration which shall also elect delegates-at-large (in addition to those in 602:1c) as may be necessary to maintain parity between elders and laymen (605-606).
  - (b) The district superintendent of each district and mission district, and a lay delegate elected on his behalf at the same time and in the same manner as the other delegates (608-616).
  - (c) One ministerial and one lay delegate elected by an established district for every eight hundred full members and major fraction thereof. Those delegates shall be in addition to those listed in 602:1b.
  - (d) The general officials of the Church as defined in 711, the General Superintendents Emeriti, members of the General Board of Administration who are not voting members by some other right, the presidents of the general educational institutions (934), and such delegates-at-large as shall be necessary to maintain parity between elders and laymen (605-606).
  - (e) Voting delegates from units under the General Department of World Missions and from provisional general conferences according to a plan approved by the General Board of Administration (165; 691:41).

### **Nonvoting Members**

- (2) The following when they are not voting members by some other right shall be seated as nonvoting members when present at the General Conference session: former General Superintendents and Assistant General Superintendents, pioneer district superintendents (407), the general directors of Wesleyan Medical Fellowship, Wesleyan Men, and Wesleyan Women's Missionary Society, executive secretaries or directors of subsidiary corporations, missionary coordinators, and such nonvoting delegates from units under the General Department of World Missions and as provided for by the General Board of Administration (165; 691:41), and missionaries who are from other general conferences and who are serving the general church.

## **2. Forfeiture of Representation**

- 603.** A district or mission district which has been placed under discipline as provided for in the Judiciary (1592-1596), shall forfeit all rights to any representation in the General Conference (163:9). The delegates, including the district superintendent and any delegate-at-large from that district, shall not be recognized or seated until the district or mission district they represent is officially reinstated (1595).

## **3. Election of Delegates**

### **a. Delegates-at-Large**

- 605.** The election of delegates-at-large shall be arranged for by the recommendation of the General Secretary and the approval of the General Board of Administration in accordance with the following regulations:
- (1) The parity of equal ministerial and lay membership in the General Conference shall be maintained (165; 176:3b).
  - (2) Established districts only shall be eligible to elect delegates-at-large which shall be apportioned by the General Board of Administration with due regard to equity of rotation and to financial considerations.
- 606.** The General Board of Administration shall act upon the recommendation of the General Secretary in one of its sessions consistent with the provisions of paragraph 608. The delegates-at-large shall be elected by the appointed districts at the same time and in the same manner as the other General Conference delegates (608-616).

#### **b. Delegates**

- 608.** The delegates to the General Conference shall be elected by the district conference, by ballot and by majority vote, at its last annual session preceding the General Conference. When the last annual session is within sixty days of the opening date of the General Conference, the district conference may elect its delegates at the previous annual session. The statistical report for the annual session of the district conference at which the delegates are elected shall be used for determining the number of full members and consequently, the number of General Conference delegates (602:1b). A certified list of all delegates to the General Conference shall be promptly forwarded by the district secretary to the General Secretary (517:5).
- 609.** A person accepting election as a delegate obligates himself to attend faithfully the entire General Conference session, unless hindered by unforeseen and justifiable circumstances. (Cf. 629.)

#### **c. Alternate Delegates**

- 610.** Each district conference shall also at the same session (608) elect by ballot and by majority vote a sufficient number of alternate ministerial and lay delegates, not to exceed the number of delegates. Such alternates shall meet the same qualifications as the delegates (613-616) and shall fill vacancies in the order of their election (cf. 517:5).
- 611.** Whenever the district superintendent, who is an *ex officio* member of the General Conference (602:1a), is unable to attend, his place shall be filled by the assistant district superintendent. If the assistant district superintendent is an elected delegate to the General Conference, his place shall then be filled like any other vacancy by an alternate ministerial delegate.

### **4. Qualifications of Delegates**

#### **a. Ministerial Delegates**

- 613.** A ministerial delegate must be a member of the district he represents, both at the time of election and at the time of the General Conference (166:2).
- 614.** Whenever a ministerial delegate-elect shall transfer his membership to another district, his right to represent the district shall be vacated and an alternate ministerial delegate certified in his place (517:5; 610).

#### **b. Lay Delegates**

- 615.** A lay delegate must be a layman who is a full member of a local church in the district he represents, both at the time of election and at the time of the General Conference (166:3).
- 616.** Whenever a lay delegate-elect shall cease to meet the requirements in 615, his right to represent the district shall be vacated and an alternate lay delegate certified in his place (610).

### **C. Sessions**

#### **1. Regular Sessions**

- 620.** The General Conference shall meet quadrennially, beginning in the week of the second Wednesday of August at a place and at an hour selected by the General Board of Administration (167:1; 691:1).
- 621.** Whenever an emergency shall require a change in the plans of the General Conference for the time of the next regular session, the General Board of Administration may, by a two-thirds vote, declare that such an emergency exists and authorize the necessary changes (cf. 167:1; 691:2).

#### **2. Special Sessions**

- 623.** A special session of the General Conference shall be called by the Board of General Superintendents (740:6) whenever authorized to do so by a two-thirds vote of the General Board of Administration (691:3), or when requested to do so by two-thirds of the established district conferences (167:2; 473:6; cf. 755:1). The time and place for the special session shall be decided by the General Board of Administration (691:3), or, in the interim of its sessions, by the Executive Board. The time shall always be later than the next session of each district conference (167:2).
- 625.** Any duly called special session of the General Conference shall have full authority to transact any item of business which may be transacted at a regular session.

#### D. Organization and Procedure

##### 1. Officers

- 627. The Presidency (168).** The General Superintendent shall preside over the General Conference, except that the lay representative on the Executive Board shall preside over the election of the General Superintendent. The Assistant General Superintendent shall preside in the absence of the General Superintendent. When neither of these officers is present, the General Conference shall elect by ballot an elder as president pro tem.
- 628. The Secretary (169).** The General Secretary shall be the secretary of the General Conference (755:1). He shall accurately record the proceedings, preserve them in permanent form, and perform any other such duties as shall be required of him by the General Conference.

##### 2. Procedure

- 629. Delegates.** Once a delegate has been seated at the General Conference, an alternate delegate cannot thereafter be seated in his place (cf. 609).
- 630. Quorum (170).** A majority of all the delegates elected by the districts shall constitute a quorum for the transaction of business. A smaller number shall have the authority to adjourn from time to time until a quorum is obtained.
- 631. Voting (171).** The ministerial and lay delegates shall deliberate in the sessions of the General Conference as one body. However, upon the final vote on any question, except proposed amendments to the Constitution (101-185) on a call of one-fourth of the members, the house shall divide so that ministerial and lay delegates shall vote separately. It shall require a majority vote of each branch to pass any question upon which the division has been called.
- 632. Rules of Order.** General Conference business shall be conducted according to the current edition of *Robert's Rules of Order, Newly Revised*, except when formally suspended by the General Conference or when other procedures are required by *The Discipline* (176: 1).
- 633. Appeals on Questions of Order.** The chairman shall decide all questions of order, subject to an appeal to the General Conference. In case of such an appeal, the vote shall be taken without debate, except that the chairman may state the grounds of his decision, and the appellant may state the grounds of his appeal.
- 634. Suspension of Rules.** The General Conference may suspend for a particular session any statutory law (94) set forth in *The Discipline* governing the procedures of the General Conference by a two-thirds majority vote.

##### 3. Memorials

- 636.** Memorials to the General Conference, including proposed changes in *The Discipline* other than the Constitution (101-185), may be submitted by a district conference, a district board of administration, the General Board of Administration, a General Conference committee, the governing board of an educational or benevolent institution, the governing board of a subsidiary corporation, the general executive committee of an auxiliary organization, or any ten members of the General Conference.
- 637.** Memorials proposing an amendment to the Constitution (101-185) may be submitted to the General Conference only by a district conference by a two-thirds vote (473:1) or by the General Board of Administration (691:6).

#### **4. Committees**

640. The General Conference shall have such committees as it may deem necessary. The committees shall be nominated by the General Board of Administration, unless ordered otherwise in *The Discipline* or by the General Conference, and elected by the General Conference.

##### **a. Committee on Memorials**

641. The General Board of Administration shall serve as the Committee on Memorials. It shall be the duty of the Committee on Memorials to receive all memorials for the General Conference, classify them, pass on each of them, and submit such memorials to the General Conference, together with the committee's recommendation, and in such order as the committee shall determine. All memorials received no later than March 15 of the year of the General Conference shall be classified and printed for distribution to the General Conference delegates no later than sixty days before the opening date of the General Conference. Any memorial received by the Committee on Memorials after March 15 shall only be presented to the General Conference if it is recommended for adoption by the Committee on Memorials and if the General Conference votes to hear it.

##### **b. General Conference Planning Committee**

645. The General Secretary, General Treasurer, and four other persons elected by the General Board of Administration at least one year before the convening of a regular session of the General Conference, shall constitute a General Conference Planning Committee.
646. The General Conference Planning Committee shall be responsible to arrange all necessary matters for the General Conference such as the lodging, meals, exhibits, space allotments, and whatever else may be necessary for the convenience and efficiency of the General Conference. They shall have the authority to carry out this responsibility and to enter into any necessary contracts, subject to the approval of the General Board of Administration or, in the interim of its sessions, the Executive Board.
647. The General Conference Planning Committee, together with the General Superintendent (735), shall formulate a program for the General Conference, including any worship services, and other special features, all of which shall be subject to the approval of the General Board of Administration or, in the interim of its sessions, the Executive Board.

##### **c. Committee on Special Nominations**

648. The Committee on Special Nominations shall consist of the General Superintendent and the area representatives of the General Board of Administration (678:2). The duties of this committee shall be:
- (1) To present to the General Conference two or more nominations for each of the following general officials, presenting only the nominees for one office at a time and in the following order: the General Secretary, the General Editor, the General Secretary of Local Church Education, the General Secretary of Extension and Evangelism, the General Secretary of Education and the Ministry, the General Secretary of World Missions, and the General Secretary of Youth.
  - (2) To present nominations for the members of the Board of Review (650:19; 1640:3).
  - (3) To present such other nominations or fulfill such duties as may be assigned to them by the General Conference.

##### **d. General Conference Editing Committee**

649. The General Conference Editing Committee shall be elected by the General Board of Administration and shall be responsible for editing *The Discipline*, the *General Conference Journal*, and any other item assigned by the General Conference or the General Board of Administration. It shall consult with the Board of General Superintendents on matters of interpretation and shall be amenable to the General Board of Administration. All recommendations concerning the dedication of the *General Conference Journal* shall be referred to the General Board of Administration which shall determine the matter and instruct the committee accordingly.

#### **E. Duties and Powers**

650. The duties, powers, and restrictions of the General Conference are set forth in the constitution (165-176), and as hereinafter provided:

##### **The Essentials and the Constitution**

- (1) To vote on an amendment to the Essentials (cf. 91).
- (2) To propose an amendment to the Constitution (101-185) by a two-thirds vote, subject to ratification by two-thirds of all the members of the several district conferences, present and voting (185; 473:1; 637; 740:26); to ratify, by a two-thirds vote, an amendment to the Constitution, which has originated in a district conference and has been approved by a two-thirds vote of all the members of the several district conferences, present and voting (185; 473:2; 637; 740:26). When the voting is completed, the Board of General Superintendents shall canvass the vote; and when the amendment has received the required majority, they shall declare it effective as constitutional law (185; 740:26).
- (3) To request, by a vote of one-fifth of its members, present and voting, a judgment from the Board of Review as to the constitutionality of an action of the General Conference (181:1); and to overrule such a judgment by a two-thirds majority of those present and voting (182).

##### **General Legislation**

- (4) To have full power in keeping with the Constitution (92; 93) and by majority vote to enact statutory law (94) and to adopt ritual (97) for *The Discipline*, and to adopt other rules and regulations for the Church, all of which shall be the chief authority for the Caribbean General Conference of The Wesleyan Holiness Church and its subordinate units (cf. 1005).
- (5) To authorize a corporation to be formed and maintained for The Wesleyan Holiness Church to facilitate the management of its legal and corporate affairs (1411); and to approve its articles of incorporation and bylaws and any or all amendments thereto, by a two-thirds vote (1426).
- (6) To authorize the incorporation of any agency, institution, board, organization, or other similar body, as a subsidiary corporation of The Wesleyan Holiness Church (1431), and to approve the articles of incorporation and bylaws, and any amendments thereto, for such a subsidiary corporation (1431-1432). In the interim of General Conferences, this authority shall be vested in the General Board of Administration (691: 19; 1431; cf. 928).
- (7) To receive reports of the spiritual, numerical, and financial condition of The Wesleyan Holiness Church, worldwide, including reports concerning their official duties from the general officials and others designated by the General Conference (cf. 711; 715; 740:9; 755:18; 761:20; 789:8; 799:1; 813:10; 837:20; 863:13; 894:13; 906:11; 921:20; 1232:2; 1262:2).
- (8) To adopt plans for the advancement of the Church in all phases of its ministry, including the financial plans for the general church (cf. 771-786).
- (9) To define in a general way the duties of the general officials, subject to the additional definition of their duties by the General Board of Administration in the interim of General Conference sessions.
- (10) To organize the work in the Caribbean into districts and to determine their boundaries, for which a recommendation shall be received from the General Board of Administration (161; 420; 691:51; 951-952); to authorize the establishing of a provisional general conference as set forth in 1007, or a general conference as set forth in 1010.

- (11) To authorize the establishing of a pioneer district (403) or a mission district (410); to reclassify a mission district (418) or an established district (424-425).
- (12) To group the districts into representative areas (961-967) to serve for the election of area representatives to the General Board of Administration and as the area divisions of Wesleyan Men, Wesleyan Women's Missionary Society, Wesleyan Youth, and Young Adults International, for which a recommendation shall be received from the General Board of Administration (cf. 691: 13).
- (13) To authorize the establishment, merger, or dissolution of any educational or benevolent institution for the general church or an area of the same; to define the purpose and adopt any regulations deemed necessary for the government of such institutions (cf. 928).
- (14) To determine the boundaries of the educational areas in such a way as to provide an equitable distribution of the membership and financial strength of the Church among the approved schools, for which a recommendation shall be received from the General Board of Administration (934-936; 971-979; cf. 691:13).
- (15) To designate a criterion of parliamentary procedure for itself and other representative or official bodies of The Wesleyan Holiness Church as desired (176:1).

#### **Elections**

- (16) To elect by ballot and by majority vote, from among the elders of The Wesleyan Holiness Church, one General Superintendent and one Assistant General Superintendent (726-729;750).
- (17) To elect the following general officials by ballot and by majority vote, from two or more nominees for each office presented by the Committee on Special Nominations (648:1) and any additional nominations from the floor of the General Conference, and to elect them in order as listed: the General Secretary, the General Editor, the General Secretary of Local Church Education, the General Secretary of Extension and Evangelism, the General Secretary of Education and the Ministry, the General Secretary of World Missions, and the General Secretary of Youth.
- (18) To elect by majority vote one elder from among the district superintendents and one layman from each of the representative areas (961-965) as voting members of the General Board of Administration (678:2). They shall be nominated by the area caucus. Area caucuses shall be held at a time decided upon by the General Conference, for each of which a chairman shall be appointed by the presiding officer. In an area caucus, the voting delegates who comprise the representative area shall nominate one elder from among the district superintendents and one laymen of that area, by ballot and by majority vote, as their area representatives on the General Board of Administration. In addition the General Conference may approve such nonvoting members of the General Board of Administration as may be recommended by the General Board of Administration.
- (19) To elect, by ballot and by majority vote, from nominees submitted by the Committee on Special Nominations, two elders and one layman as members of the General Board of Review, and two elders and two laymen as alternate members (cf. 648:2; 1640-1641).
- (20) To confer the title, General Superintendent Emeritus, upon a former General Superintendent when recommended by the General Board of Administration (748).

#### **Judiciary**

- (21) To place an established district under discipline for cause, as set forth in the Judiciary, and to authorize the General Board of Administration to appoint a General Superintendent or other general official to take charge of the district as provided for in the Constitution (176:3c; 1592-1598).
- (22) To hear and determine appeals from decisions of the Board of Review, and to overrule such decisions by a two-thirds majority vote (182; 1653).
- (23) To receive a report from the Board of General Superintendents of their rulings on points of church law, interpretations of *The Discipline*, and rulings on the legality of district actions; to sustain, modify, or annul such rulings, in whole or in part (740:22-24).
- (24) To exercise authority in matters of judicial discipline as set forth in the judiciary (1585; 1651:5c).

## Chapter II

### GENERAL BOARD OF ADMINISTRATION

#### A. Function

**676.** The General Board of Administration carries out the will of the General Conference, promotes the interests of The Wesleyan Holiness Church, and serves as its chief governing body in the interim of General Conference sessions (172).

#### B. Membership

**678.** The General Board of Administration is composed of general officials and area representative as voting members (650:18) and of such nonvoting members as the General Board of Administration may appoint. (1) **General Officials.** The General Superintendents, the General Secretary, the General Editor, the General Secretary of Local Church Education, the General Secretary of Extension and Evangelism, the General Secretary of Education and the Ministry, the General Secretary of World Missions, the General Secretary of Youth, the General Treasurer, and the General Publisher are members of the General Board of Administration by virtue of their office (172: 1; 650: 16- 17; 711).

(2) **Area Representatives.** One elder from among the district superintendents and one layman shall be elected by the General Conference from each representative area to serve as voting members of the General Board of Administration (172:1; 650:18; 961-965). They shall serve from the close of the session at which they are elected until the close of the succeeding General Conference and until their successors are elected and qualified. Whenever an area representative shall transfer his residence or membership outside the area which he represents, the General Board of Administration shall declare his office vacant and shall fill the vacancy in such a manner as to maintain the representation provided for herewith. An area representative, who is not a voting member of the General Conference by some other right, is a voting member of the General Conference by virtue of his membership on the General Board of Administration (602: 1c).

(3) **Nonvoting members.** The General Board of Administration may recommend and the general conference may approve such nonvoting members as the other district superintendents and the college presidents to serve as honorary members on the General Board of Administration.

#### C Sessions

**680. Organizing Session.** The General Board of Administration shall meet immediately after the adjournment of the General Conference for an organizing session:

(1) To organize by electing officers and committees, as required by *The Discipline*, the General Conference, the articles and bylaws of the several corporations, or the Policies and bylaws of the General Board of Administration.

(2) To care for any business assigned to it by the General Conference which requires immediate attention.

(3) To elect from among the area representatives one layman to be member of the Executive Board (694).

(4) To care for any other necessary business.

**681. Regular Session.** The General Board of Administration shall meet annually or semiannually at a time and place it shall designate or as fixed in its bylaws. The Executive Board may change the time and place by a two-thirds vote if circumstances so require (701:1). Notice of all sessions shall be published by the General Secretary in *The Wesleyan Holiness Advocate* and sent in writing to all members at least four weeks in advance (cf. 755:2).

**682. Special Session.** A special session may be ordered by the General Board of Administration, the Executive Board (701:1) or the Board of General Superintendents (740:6). All members shall be notified at least ten days before the convening of a special session (cf. 755:2).

**683. Evaluation Session.** Periodically, either during regular sessions or in a session called specifically for self-evaluation, the General Board of Administration shall consider its priorities, review the distribution of its time and evaluate the effectiveness of its efforts, using the duties and powers listed in *The Discipline* as a guide. The method and extent of such evaluation shall be determined by the General Board of Administration, but special attention should be focused on those responsibilities that are most likely to contribute to future outreach and growth to the glory of God.

#### D. Organization and Procedure

**684. Chairman.** The General Superintendent shall be chairman and the Assistant General Superintendent shall be vice-chairman of the General Board of Administration.

**685. Secretary.** The General Secretary is secretary of the General Board of Administration by virtue of his office (755: 1).

**686. Quorum.** A majority of all the members of the General Board of Administration shall constitute a quorum.

**687. Voting.** A majority vote of those present and voting shall be sufficient except for those matters for which a larger majority is required by *The Discipline* (621; 623; 691:2, 3, 9, 19, 20, 22, 25, 57; 1431, 1590:1, 1595), by legal or corporate requirements, or by the policies and regulations of the General Board of Administration.

**688. Bylaws.** The General Board of Administration shall adopt its own bylaws and perfect all plans necessary for the performance of its own duties, in harmony with *The Discipline* and the instructions of the General Conference.

#### E. Duties and Powers



**691.** The General Board of Administration shall serve as the chief governing body of The Wesleyan Church in the interim of General Conference sessions, caring for and promoting the general interests of the Church, with these specific duties and powers:

### **Related to General Conference**

(1) To select the place and determine the day and the hour at which regular sessions of the General Conference shall convene, provided that the day and the hour are within the week of the second Wednesday of August (cf. 167: 1; 620).

(2) To declare by a two-thirds vote that an emergency exists requiring a change in the time of General Conference, and subsequently to alter the same (167:1; 621).

(3) To authorize by a two-thirds vote a special session of the General Conference, and to set by majority vote the time and place of such special session (167:2; 623).

(4) To elect at least one year before the convening of a regular session of the General Conference four members of the General Conference Planning Committee (645), to pass upon any contracts into which it enters (646), and to pass upon the proposed General Conference program (647).

(5) To serve as the General Conference Committee on Memorials (641).

(6) To originate recommendations and memorials to the General Conference, including proposed amendments to the Constitution (636-637).

(7) To elect the members of the General Conference Editing Committee and to assign additional duties to the Committee (649); to instruct the Committee concerning the dedication, if any, of the General Conference Journal (649); to nominate the members of all General Conference committees not otherwise provided for (640), and to make recommendations concerning the committees.

(8) To care for any business delegated to the General Board of Administration by the General Conference.

### **Related to the General Board of Administration**

(9) To fill for the unexpired term vacancies occurring among the general officials (711; 716) or the area representatives of the General Board of Administration (678:2), by a two-thirds majority of the members of the General Board of Administration present and voting or by a majority of all the members of the General Board of Administration, whichever is greater (716), in such a manner as to fulfill all the requirements for such offices and positions (678:2; 711-712; 727).

(10) To elect by majority vote, from among the area representatives of its own membership, one layman as a member of the Executive Board.

(11) To refer such matters to the Executive Board as shall be deemed wise (701); to review such actions of the Executive Board as are not final (701:2,6); and to receive and act upon its recommendations.

(12) To organize itself into commissions (705).

### **Related to the Church in General**

(13) To recommend to the General Conference the number of representative areas and the boundaries of such areas for the election of representatives to the General Board of Administration (650:12); to recommend to the General Conference the assignment for the districts to educational areas for the support of the educational institutions (650:14), and in the interim of General Conference sessions to assign new districts to the proper area (971), subject to approval of the next session of the General Conference.

(14) To recommend to the General Conference all matters related to interdenominational relationships and cooperation; and, in the interim of General Conference sessions, to care for all such matters, appointing fraternal delegates and other representatives (cf. 740:11), and approving all interchurch or interagency relationships of the various general offices, departments, auxiliaries, and agencies (cf. 906:5; 921:16).

(15) To elect a General Superintendent as chairman and three additional members of the Committee on Chaplains and to direct the work of that Committee (942).

(16) To elect from nominations provided by the General Superintendent (735) four persons to serve as members of a Task Force on Public Morals and Social Concerns along with the General Superintendent (735; 740:12); which task force shall organize itself and meet at least annually for its work; cultivate the Church's awareness of its responsibility to raise a standard for social righteousness; issue guidance through *The Wesleyan Holiness Advocate* and otherwise; be a voice for the Church in matters of public morals and social concerns; utilize the services of a department, agency, and auxiliary when such relate to issues; to seek correlation of such units by the Interdepartmental Cabinet through the General Superintendent; and report to the General Board of Administration as necessary.

### **Related to Corporations**

(17) To serve as the board of directors of The Wesleyan Holiness Church Corporation and its precedent corporations (1416); to appoint committees from among its own members and to delegate to such committees the exercise of such powers in the interim of its sessions as it shall deem wise.

(18) To buy, own, hold, manage, mortgage, sell, convey, donate, or otherwise acquire, encumber, and dispose of any general church property, whether real, personal, or mixed, in keeping with the trust provisions given in 1533, except that property for which other provision is made in the articles and bylaws of subsidiary corporations, and to provide for the proper care and maintenance of such property.

(19) To carry out the instructions of the General Conference relative to the incorporation of any agency, institution, board, organization, or other similar body (650:6); or, in the interim of General Conference sessions, to authorize the establishment of such a corporation by a two-thirds majority vote and to care for such corporation matters as the approval and amendment of articles and bylaws, all in keeping with the provisions of *The Discipline* (cf. 926-928; 1431-1432).

(20) To elect by majority vote all except the *ex officio* members of all other general church boards; to be or to elect all boards of trustees, directors, or managers of subsidiary corporations, including all approved benevolent institutions, and to exercise such control and direction of said subsidiary corporations and related agencies as is provided for in *The Discipline* (cf. 926-928-1431-1432), and in their several articles of incorporation and bylaws; and to remove a member of any such board, for cause or when the best interests of the Church so require, by a majority vote of all the members of the General Board of Administration (cf. 1591), and to fill all vacancies.

(21) To direct an annual audit, and at other times as deemed necessary of all corporations, general offices, departments, agencies, auxiliaries, and institutions of the Church, and to take any action required by the findings of such audit (cf. 1432:7; 1458:6).

(22) To have the authority to negotiate and arbitrate legal and temporal matters in cases of dispute involving the general church without resort to the courts when the General Board of Administration, by a two-thirds vote, deems such procedure necessary; provided, however, that the emergency authority hereby granted shall not be construed to modify or rescind any of the provisions of *The Discipline* of The Wesleyan Holiness Church with reference to the prescribed conveyance of church property; and further provided, that this authority to negotiate and arbitrate shall not be a limit on the power or authority to resort to litigation in the courts when such procedure is deemed advisable.

### **Related to General Offices and Departments**

(23) To direct the general officials and those elected or employed by the General Board of Administration in their work, in keeping with the provisions of *The Discipline* (cf. 714), and assigning to them such special duties as shall be deemed necessary (cf. 650:9); to receive reports annually and as needed from the general officials and such others as *The Discipline* or the General Board of Administration shall require (cf. 715; 740:9; 755:18; 761:20; 789:8; 799:11; 813:10; 837:20; 863:12; 894:13; 906:11; 921:20; 1232:2; 1262:2; 1432:8; 1458:5), and to review their work.

(24) To set the salaries and allowances of all general officials (711), of those elected by the General Board of Administration (755:14; 761:16; 799:9; 813:8; 837:18; 851:1; 863:2; 894:11; 896; 906:9; 921:18; 1231:3; 1261:3), and of those employed by the General Board of Administration (691:31), and to approve personnel policies and salary and wage scales for all those employed by the general church (755:15; 761:17; 789:5; 799:10; 813:9; 837:19; 863:12; 894:12; 897:5; 906:10; 921:19).

(25) To adopt an annual budget for each of the general offices, departments, agencies, and auxiliaries (720) and to correlate all budgets and financial plans for the general church (701:3; 786:4); to elect from among its own members the budget committee as set forth in 786:3; to apportion the USF-General Fund among the approved general church interests and the USF-Educational Institutions Fund among the general educational institutions; to determine the obligation to the United Stewardship Fund of churches within pioneer districts; and, in the interim of General Conference sessions, to designate those interests which will share in the benefits of the USF-General Fund, and to alter the percentage basis of the USF-General Fund, in case

of emergency, by a two-thirds majority vote of all the members of the General Board of Administration (773:3).

(26) To request the General Superintendent (735) to rule on points of Church law and interpretations of *The Discipline* as set forth in 740:22, to receive reports from the Board of General Superintendents on all such rulings as a matter of information, and to appeal any such ruling to the Board of Review (181:2; 740:22c; 1651:3).

(27) To receive and act upon the recommendations of the Board of General Superintendents (740:7).

(28) To authorize additional visits by a General Superintendent to fields or areas under the General Department of World Missions, beyond the quadrennial visit as provided for in 740:8.

(29) To recommend at the discretion of the General Board of Administration that the General Conference confer the title, General Superintendent Emeritus, upon a former General Superintendent (650:20; 748).

(30) To adopt official policies for the general offices, departments, agencies, auxiliaries, and institutions of the Church, in keeping with the provisions of *The Discipline*, giving further definition of the duties of the various executive officers, regulating the administration of the work, and correlating each part with the whole; to approve programs of cooperation between the several offices, departments, agencies, institutions, and auxiliaries (cf. 720).

(31) To elect, at its option, one or more assistants for any or all of the general officials, from nominations to be submitted by the general official involved, and to define the duties of such assistants; and to employ such elders and commissioned or licensed ministers as are necessary to aid the general officials in carrying out their duties and are recommended by the general official involved (cf. 163:1; 1166).

(32) To employ or appoint the General Treasurer (757-761); to receive, hold, and appropriate all general church funds, in accordance with the financial plans adopted by the General Conference, through the General Treasurer, and to borrow for and loan from the same, in the execution of its lawful purpose, subject to the limitations imposed by *The Discipline*, the articles and bylaws of the several corporations, and the specific provisions of trust agreements; to have the General Treasurer bonded and to set the amount of such bond, the expense for which shall be paid by the Church (cf. 761:7).

(33) To employ or appoint a General Director of Estate Planning and to approve the plans and policies for his work (787-789).

(34) To define the duties and designate the additional members of the Interdepartmental Cabinet (768); and to elect two members of the Stewardship Investments Committee (790).

(35) To approve the holding of area or Churchwide meetings for district officials or district departmental officers, coordinating wherever possible the plans for such meetings between the various general officials and departments, with travel expense to be equalized among the participating districts (cf. 740:16).

(36) To direct any publishing operations of the General Church including employing or appointing a General Publisher.

(37) To assign, in the interim of General Conference sessions, fields of responsibility for the General Department of Extension and Evangelism, authorizing the entering of new fields and the closing of old ones (cf. 831-832; 837:8,14); and to direct

the Department in its supervision of such fields, in keeping with the provisions of *The Discipline*.

(38) To take proper action upon the recommendation of the General Secretary of Extension and Evangelism (cf. 837:4) in the creation or reclassification of a pioneer district, mission district, or established district as set forth in 403; 410; 411; 418; 420; 421; 424-425; and the authorization of a special ministries project; to direct the General Department of Extension and Evangelism in its supervision of pioneer districts, mission districts, and special ministries projects in keeping with the provisions of *The Discipline* (cf. 416:4; 837:5; 1402; 1520); and to authorize the ordination, commissioning, and licensing of ministers and workers for pioneer districts (405).

(39) To authorize the employment or appointment of an Executive Director of Evangelism and to elect such an officer from one or more nominations submitted by the General Secretary of Extension and Evangelism (837:15; 851:1); to approve the election by the appropriate commission of two members from each administrative area for the Council on Evangelism as set forth in 852: 1; and to approve such candidates for service under the General Department of Extension and Evangelism as the General Board of Administration policy for that department shall require, and as recommended by the General Secretary of Extension and Evangelism (837:6), including workers in special ministries projects unless otherwise provided for in *The Discipline* (847-848), the superintendents, other officers, and assigned workers in pioneer districts (405), nominees to district conferences for district superintendent when the General Board of Administration deems such advisable (416:1; 507:1).

(40) To approve special General Church fund raising and projects.

To assign, in the interim of General Conference sessions, fields of responsibility for the General

Department of World Missions (860), authorizing the entering of new fields and the closing of old ones (863:9); to direct the department in its supervision of such fields, in keeping with the provisions of *The Discipline* (cf. 1001:5; 1007; 1009; 1010:4); and to provide for the General Conference representation of units under the General Department of World Missions and of provisional general conferences (165; 602:1-2).

(42) To pass upon the appointment of candidates for world missions service recommended by the General Secretary of World Missions; and to pass upon the termination of contracts and appointments and the recall from the field of those under appointment (863:5; cf. 863:8).

(43) To authorize, in the interim of General Conference sessions, the establishment, merger, or dissolution of auxiliaries; to adopt financial policies governing auxiliaries, including the setting of membership dues; and to authorize handbooks.

(44) To elect the general directors and general executive committees for the Wesleyan Medical Fellowship (1204:3), and Wesleyan Men (1231:1, 3); to ratify the election of the general WMS nominating committee (1261 :3); to approve the nominations submitted by the general WMS nominating committee for the general directors of the WMS and YMWB, or to make such other nominations as desired (1261:3); to elect an assistant to the general director of the WMS as set forth in 1262:4; to elect the area WY directors (1320:1b); and to determine the time each of those it elects shall take office.

(45) To approve the recommendation of the WMS general executive committee for the place of the WMS general convention (1260:1); to approve the recommendation of the general WY executive committee for the time and place of the general WY convention (1324); and to approve all plans of the general WY executive committee (1318:2).

(46) To meet the curriculum needs of the Church including, if necessary, to elect or appoint an Executive Editor of Curriculum from one or more nominees submitted by the General Secretary of Local Church Education (894:9; 896).

(47) To coordinate the total program of ministerial training (1148); to approve such theological seminaries for use of Wesleyan ministerial students as it judges to be sound doctrinally and academically, and wherever possible to appoint guidance counselors to students enrolled in such seminaries; to adopt courses of study (921: 13; 1148; 1151 - 1152) which will serve as the basis for the ministerial and lay worker training programs of the denominational colleges, and which will also be available through correspondence courses (1150:3; 1151-1152); to maintain and supervise a centralized Ministerial Study Course Agency (940-941); to approve varying programs of continuing education for the elders, elders' spouses, commissioned ministers and spouses, and commissioned special workers of The Wesleyan Holiness Church (921:13; 1153).

(48) To approve programs of cooperation between the various denominational schools (921:3; 937), and plans for deputational work by two or more general educational institutions within the same educational area (784; 784:3).

(49) To adopt policies governing the establishment and operation of local church elementary and secondary day schools and/or day care centers (274:19-20; 316:34, 35; 486:31; 773:4; 891); to grant in concurrence with the respective district conference prior approval to a local church conference for post-secondary education in terms of an institute or of junior college or college-level programs (274: 19; 473:24).

(50) To approve official forms for reports to district statistical committees (526:1), for the annual service reports (541), and for personnel records (535:3); to approve the format for district conference journals (472:2); to approve questionnaires prepared by the General Department of Education and the Ministry for use by district boards of ministerial standing in examining candidates for licensing, ordaining, and commissioning (cf. 537: 1; 921:13); to approve the official form on which a district superintendent will report to his General Superintendent facts concerning property within the district (cf. 511:11); and to approve all certificates and credentials not provided for by the General Conference (cf. 755:10).

### **Related to Districts**

(51) To make recommendation to the General Conference for the establishment or alteration of district boundaries (650:10); and, in the interim of General Conference sessions, to appoint representatives of the general church for interdistrict comity committees (430), and to approve the merger, division, or other realignment of districts when each district conference involved has approved the plan (431).

(52) To authorize the incorporation of a pioneer area and a mission district (1402); to approve the articles of incorporation and bylaws for the incorporation of a

district, and all amendments to the same (1403); and to exercise such control and direction of said district corporations as is set forth in 1404:3,6,9; 1420; 1528.

(53) To request, as it deems necessary, the reconvening of a district conference (448; 486:6), or a special session of a district board of administration (480); and to assist a district board of administration when it shall request such assistance through the General Superintendent having jurisdiction (486:24).

### **Related to the Judiciary**

(54) To exercise administrative and judicial discipline in accordance with the Constitution and as set forth in the Judiciary over officers elected by the General Conference including the general officials of the Church (176:2) and the area representatives of the General Board of Administration (172:1), over those elected or employed by the General Board of Administration (163: 1), over districts (176:3c), and over district superintendents (I 63: 1; 176: 2). ((; f. 1587- 1598.)

(55) To refer charges against the moral character of a minister under its jurisdiction to the district in which he holds his ministerial membership (163:1; 176:2), and charges against the moral character of a layman under its jurisdiction to the local church of which he is a member; and to receive a copy of the official record of any subsequent investigation or trial from the judicatory involved immediately after such is conducted. (Cf. 1562:4; 1577:4; 1587; 1590.)

(56) To hear and determine any charges alleging an administrative offense in relation to his official duties filed against a person under its jurisdiction and to administer discipline as it deems necessary and proper (cf. 1587; 1590).

(57) To remove from office any person under its jurisdiction whenever the best interests and preservation of the Church or the disabling physical or mental health of the person require it, subject to the following conditions:

(a) To remove from office a general official elected by the General Conference (711:1a,b), or to remove from General Board membership an area representative, or to remove from office a district superintendent shall require a two-thirds majority vote of all the members of the General Board of Administration (1590: 1).

(b) To remove from office a person elected or employed by the General Board of Administration (711:2b) shall require a majority vote of all the members of the General Board of Administration (1590:2).

(58) To file charges with the general Board of Review against a district for an offense as set forth in 8558 (cf. 181: 6; 1592- 1593; 1651:5).

(59) To administer discipline to a district which has been found guilty by the proper judicatory as set forth in the Judiciary (1592- 1598).

(60) To take whatever steps are necessary to preserve the interests of the Church within the bounds of a district under discipline.

(61) To end the state of discipline for a district, by a majority vote of all the members of the General Board of Administration, when the offense has been removed to the satisfaction of said majority (cf. 1595); or to authorize the reorganization of a district (1597-1598).

(62) To adopt additional rules of judicial procedure for such matters as evidence, testimony, and other technicalities as set forth in 1601.

## **F. The Executive Board**

### **1. Function**

**693.** The Executive Board carries out the will of the General Board of Administration, serving as necessary in the interim of General Board of Administration sessions.

### **2. Membership**

**694.** The Executive Board shall be composed of the General Superintendent, the Assistant General Superintendent, the General Secretary and one layman elected from among the area representatives by the General Board of Administration. They shall serve from the close of the session at which they are elected until the close of the next session of the General Conference or until their successors are elected and qualified. Whenever an area representative on the Executive Board ceases to be a member of the General Board of Administration, the General Board of Administration shall declare his office vacant and shall fill the vacancy in such a manner as to maintain the representation provided for herewith.

### **3. Sessions**

**695.** The Executive Board shall meet immediately prior to each meeting of the General Board of Administration and at other times and places as it may determine or upon the call of the chairman.

### **4. Organization**

**696. Chairman.** The chairman and vice-chairman of the General Board of Administration shall serve as chairman and vice-chairman, respectively, of the Executive Board.

**697. Secretary.** The General Secretary of The Wesleyan Holiness Church by virtue of his office shall be a member of the Executive Board (694) which he shall serve as secretary.

**698. Quorum.** A majority of all members of the Executive Board shall constitute a quorum.

**699. Voting.** A majority vote of all those present and voting shall be sufficient except for those matters for which a larger majority is required by *The Discipline*, by legal or corporate requirements, or by the policies and regulations of the General Board of Administration.

### **5. Duties, Powers, and Restrictions**



**701.** In the interim of General Board of Administration sessions, the Executive Board shall exercise such powers and have such duties as may be assigned to it by *The Discipline* or by the General Board of Administration, including the power:

(1) To transact all business referred to it by the General Board of Administration; to change the time and place of a regular session of the General Board of Administration if circumstances require it (681); and to order a special session of the General Board of Administration if deemed necessary (682).

(2) To transact any and all other business the General Board of Administration may transact except that the Executive Board shall not make recommendations directly to the General Conference, nor take final action on the adoption of the annual budgets (691:25) nor the amending of GBA Policies (691 :30), nor transact any business which requires more than a simple majority vote of the General Board of Administration (cf. 621; 623; 691:2,3,19,22,25,57a; 1431; 1591:1; 1595).

(3) To provide overall correlation of commissions, corporate societies, departments, agencies, auxiliaries, and institutions in planning and carrying out programs adopted by the General Conference and the General Board of Administration.

(4) To require reports from all such officers as it shall designate and to consult with and give direction to the same.

(5) To receive from the Board of General Superintendents annually a detailed report on its evaluation of the performance of the general officers (711) and other executives heading the various offices, departments, agencies, and auxiliaries (cf. 720).

(6) To take emergency action by a two-thirds majority vote of all the members of the Executive Board, suspending from office a person under the jurisdiction of the General Board of Administration (691:57), pending the action of the General Board of Administration. In the case of a general official (711), no more than thirty days shall elapse from the time such suspension is effected until the General Board shall review the matter, either through a regular or special session.

(7) To appoint such subcommittees as it shall deem wise, and to delegate duties and powers to the same.

**702.** Minutes of the Executive Board meetings shall be forwarded promptly by the General Secretary to all members of the General Board of Administration for their information and review (cf. 755:1).

### **G. Commissions**

**705.** The General Board of Administration shall organize itself into commissions, each of which shall serve as an advisory body to the General Board of Administration, or in the interim of its sessions to the Executive Board, for the work assigned to it. All matters related to the membership, organization, and procedure of the commissions shall be determined by the General Board of Administration (cf. 691: 12).

## **Chapter III**

## GENERAL OFFICIALS OF THE CHURCH

**711. Identification.** The general officials of the Church are those general officers which are designated by the General Conference as *ex officio* members of the General Conference (165; 602:1c) and the General Board of Administration (172:1; 678:1), as follows:

(1) Elected by the General Conference:

(a) The General Superintendents and the Assistant General Superintendent (750):

(b) The General Secretaries (648:1; 650:17) — the General Secretary, the General Editor, the General Secretary of Local Church Education, the General Secretary of Extension and Evangelism, the General Secretary of Education and the Ministry, the General Secretary of World Missions, and the General Secretary of Youth (cf. 648:1; 650:17.)

(2) Elected by the General Board of Administration - the General Treasurer (691:32) and the General Publisher (691:36).

**712. Qualifications.** A general official must be a member of The Wesleyan Holiness Church at the time of his election; and if at any time he ceases to be a member, his office shall be declared vacant as provided for in 716.

**713. Term of Office.** The General Superintendents and the General Secretaries (711:1a,b) shall be elected by the General Conference (648:1; 650:16-17) for a term of four years, and shall serve from the close of that session until the close of the next regular session of the General Conference or until their successors are elected and qualified. A special session of the General Conference may, however, declare that the term is ended and order a new election. The General Treasurer and the General Publisher shall be elected by the General Board of Administration for a term determined by the General Board of Administration.

**714. Amenability.** The general officials are amenable to the General Board of Administration for their official conduct, and to their districts for their moral character (163:1; 176:2). They are subject to direction from the General Conference, the General Board of Administration, and its Executive Board. They may be removed from office for cause or when the best interests of the Church or the disabling physical or mental health of the official so requires. The removal from office of those general officials elected by the General Conference (711:1a, b) shall require a two-thirds majority vote of all members of the General Board of Administration (691:57a; 1590:1). The removal from office of those general officials that are elected or employed by the General Board of Administration (711:2) shall require a majority vote of all members of the General Board of Administration (691:57b; 1590:2).

**715. Reports.** The general officials shall report to each session of the General Conference concerning their official duties, annually to the General Board of Administration concerning their official duties and personal ministry, and at other times as required by the General Conference, the General Board of Administration, or the Executive Board.

**716. Vacancies.** The office of a general official may become vacant by death, by cessation of membership in The Wesleyan Holiness Church, by resignation from office, or by removal (714). The Assistant General Superintendent shall become General

Superintendent in case of a vacancy in the general superintendency. In all other cases, the vacancy shall be filled by a two-thirds majority of the members of the General Board of Administration present and voting, or by a majority vote of all the members of the General Board of Administration, whichever is greater (691:9).

**720. Official Listing.** The official listing of the offices, departments, agencies, auxiliaries, subsidiary corporations, benevolent and educational institutions of the general church are:

*Offices*

Office of Estate Planning  
Office of the General Editor  
Office of the General Secretary  
Office of the General Superintendents  
Office of the General Treasurer

*Departments*

General Department of Education and the Ministry  
General Department of Extension and Evangelism  
General Department of Local Church Education  
General Department of World Missions  
General Department of Youth

*Denominational Agency*

Wesleyan Publishing House

*Auxiliaries*

Wesleyan Medical Fellowship  
Wesleyan Men  
Wesleyan Women's Missionary Society  
Young Missionary Workers' Band

*Denominational Subsidiary Corporations*

Wesleyan Investment Foundation, Inc.

*Educational Institutions*

Caribbean Wesleyan, St. Michael, Barbados  
Jamaica Wesleyan Bible College, Torrington, Jamaica

**Chapter IV**

**GENERAL ADMINISTRATION**

**A. General Superintendents**

## **1. Function**

**726.** The General Superintendent is to be considered as the general spiritual and administrative leaders of the Church (173:1).

## **2. General Regulations**

**727.** A General Superintendent is elected, from among the elders of The Wesleyan Holiness Church, by the General Conference as a general official of the Church (165; 173:1; 650:16), and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678:1), the Executive Board (694), and the Interdepartmental Cabinet (768).

**728.** The General Superintendent shall serve the entire Church, having specific administrative charge over its representative areas.

**729.** The term of service, amenability, and other regulations for a General Superintendent are those set forth for a general official in 711-718.

## **3. The Board of General Superintendents**

### **a. Organization**

**735.** The General Superintendent shall carry out those duties and functions assigned to a Board of General Superintendents, until two or more general superintendents are elected. In this service, particularly the interpretation of Church laws, he shall be assisted by the General Superintendent's Advisory Council composed of the Assistant General Superintendent and the General Secretary or another official appointed by the General Board of Administration who shall serve as consultants to the General Superintendent.

### **b. Administrative Areas**

**737.** The supervisory responsibilities of the General Superintendent (740:15-21; 743:3-7) shall be as follows:

(1) The General Superintendent is assigned administratively to the entire church until such time as there is more than one General Superintendent.

(2) The general offices, departments, agencies, auxiliaries, subsidiary corporations, benevolent and educational institutions, and any other units of the general church shall be supervised by the General Superintendent as provided in the plan for the commissions of the General Board of Administration (705).

### **c. Duties of the Board of General Superintendents**

**740.** The General Superintendent shall devote his full time to supervising, coordinating, and promoting the various branches of The Wesleyan Holiness Church. His duties are:

### **Leadership of the Church**

(1) To provide spiritual and administrative leadership for The Wesleyan Holiness Church.

(2) To encourage soul-winning and evangelism in all of its phases.

(3) To carry on a spiritual and inspirational ministry, both verbal and written, teaching the doctrines and furthering the spiritual purposes of the Church, as the need demands and the opportunity affords.

### **Administration of the General Church**

(4) To exercise general administrative supervision over The Wesleyan Holiness Church, in harmony with *The Discipline*, and to see that the plans and policies of the Church are carried out; to submit annually to the Executive Board detailed reports on the performance evaluation of the general officials and other executives heading the various offices, departments, agencies, and auxiliaries (701:5; cf. 720).

(5) To preside over the General Conference.

(6) To issue the call for a special session of the General Conference (623), or a special session of the General Board of Administration (682).

(7) To make recommendations to the General Board of Administration and the Executive Board concerning any part of the Church in order to provide for a more efficient administration, a proper correlation, or the advancement of the work.

(8) To arrange, in cooperation with the General Secretary of World Missions (863:7), for the visit of a General Superintendent to each field or area under the General Department of World Missions during the quadrennium, and for additional visits as authorized by the General Board of Administration or the Executive Board (cf. 691:28); and during such visits to inspect the work, preside over the various councils and conferences, and carry out such duties as are defined in the *Policy of the General Board of Administration for World Missions*.

(9) To report to each session of the General Conference concerning their official duties (650:7); to report annually to the General Board of Administration concerning his official duties, personal ministry, and the goals, objectives, and plans of the Board of General Superintendents for The Wesleyan Holiness Church (cf. 691:23).

(10) To prepare an annual budget of expense for coordination with the other administrative offices as set forth in 786:1 (cf. 755:17; 761:19).

(11) To appoint fraternal delegates and representatives for The Wesleyan Holiness Church to other denominations or religious organizations unless otherwise provided for by the General Conference or the General Board of Administration (cf. 691:14).

(12) To nominate to the General Board of Administration five members for the Task Force on Public Morals and Social Concerns, and to serve as *ex officio* members of the Task Force (691:16).

(13) To carry out such special assignments as the General Conference, the General Board of Administration, and the Executive Board may assign from time to time.

(14) To direct the General Secretary in his responsibility as executive secretary to the Board of General Superintendents, defining his duties as desired (755:3).

### **Supervision of the Administrative Areas**

(15) To provide for administrative duties during the temporary absence of the General Superintendent from the country or in an emergency, and to assign the Assistant General Superintendent or other officer to any special duties when it is deemed necessary to do so.

(16) To plan and conduct, as approved by the General Board of Administration (691:35), leadership conferences or seminars on an administrative area level for the inspiration, unity, and greater effectiveness of Church leaders.

(17) To provide for an exchange ministry by the Assistant General Superintendent in the various representative areas, if desired.

(18) To arrange the dates for the district conferences, in consultation with each district board of administration (486:5), so that the General Superintendent may preside (173:3), and to approve a reconvened session of a district conference (448).

(19) To appoint a general official as a general church representative to a district conference whenever the General Superintendent or the Assistant General Superintendent is unable to attend (173:3)

(20) To recommend a mission district for the status of an established district to the General Board of Administration, in concurrence with the General Secretary of Extension and Evangelism (691:38; 837:4; cf. 421).

(21) To counsel with district leaders and make recommendations for the advancement of the district work.

### **Interpretation of Church Law**

(22) To rule on points of Church law and interpretations of *The Discipline* for The Wesleyan Holiness Church when properly requested to do so or whenever deemed necessary for the proper administration of the Church:

(a) A request for such a ruling shall be submitted, in writing, by the following for the work under their jurisdiction: the General Board of Administration (691:26), the Executive Board (701), a commission of the General Board of Administration (705), a general official, the governing board of an institution or subsidiary corporation, a district conference (473:40), or a district board of administration (486:24).

(b) A majority vote of all members of the Board of General Superintendents shall be required for the approval of any ruling or interpretation of *The Discipline*.

(c) A ruling of the Board of General Superintendents may be appealed to the Board of Review by the party submitting the original request or by the General Board of Administration (181:2; 473:40; 691:26; 1651:3).

(23) To rule on the legality of an official action by a district conference, any district board or committee, or a district official as follows: Any three or more members of The Wesleyan Holiness Church within a district or mission district may request such a ruling and shall submit their petition in writing, signed by each petitioner (163:6). The Board of General Superintendents, by a majority vote of all its members, shall decide if the official act in question, in whole or in part, is deemed properly taken according to the Constitution (101-185), or other provisions of *The Discipline* (cf. 94-100). If the action is ruled as contravening the Constitution, or other provisions of *The Discipline*, it shall be null and void. Appeals from the decision of the Board of General Superintendents may be made by the petitioners or the district board of administration to the Board of Review (181:2).

(24) To submit a report of all rulings on points of law, interpretations of *The Discipline*, or other judicial acts, to the next session of the General Board of Administration or its Executive Board for their information (691:26), and to the next session of the General Conference for review and approval (650:23). Upon approval of the General Conference, such rulings become the law of the Church. A record of such rulings shall be inserted in a special section of *The Discipline* as follows:

The General Superintendents on (date) officially interpreted and the General Conference on (date) sustained (GC-), thereby authorizing this provision to mean: (insert the ruling)

(25) To request a ruling from the Board of Review on the constitutionality of an act of the General Conference (181:1), the legality of an act of any general church board (181:3), and the legality of any issues arising between a district and the General Conference (181:6).

(26) To canvass the vote taken by the several district conferences on an amendment to the Constitution originating in the General Conference, and, when the amendment has received the required majority, to declare it effective as constitutional law (650:2).

#### **4. Duties of a General Superintendent**

**743.** In addition to his duties as a member of the Board of General Superintendents, a General Superintendent shall be responsible:

##### **General Supervision**

(1) To preside over the General Board of Administration and the Executive Board, when elected to such duty by the General Board of Administration for one year at a time on a rotating basis, and to call for a special session of the Executive Board when serving as its chairman (695). (Cf. 1562:4; 1577:4; 1590:1; 1593.)

(2) To perform such duties as may be properly assigned to him by the General Board of Administration, the Executive Board, or the Board of General Superintendents.

### **Area Supervision**

(3) To travel throughout the administrative area to which he is assigned (737), giving such spiritual leadership and inspirational ministry as the need demands and the opportunity affords.

(4) To counsel with the general officials and the executive officers under his supervision, in harmony with the plan for commissions (705), and to see that such executives administer their work in harmony with *The Discipline*, the respective Policy of the General Board of Administration, and any other directives from the General Conference, the General Board of Administration, or its Executive Board.

(5) To visit annually and conduct an administrative survey of each educational and benevolent institution, or any other agency or organization of The Wesleyan Holiness Church in the administrative area to which he is assigned. When any such institution or organization is under the General Department of Extension and Evangelism, the General Department of World Missions, or the General Department of Education and the Ministry, he shall consult with and arrange for the visit with the general official having jurisdiction over it.

(6) To meet with any governing board, district board of administration, committee, or other official body at his discretion and make such recommendations as he deems necessary to uphold *The Discipline* and carry out the directives of the General Conference, the General Board of Administration, or its Executive Board.

### **District Supervision**

(7) To exercise general supervision over each district, mission district, and pioneer district and the work of its superintendent, and to counsel with the General Secretary of Extension and Evangelism whenever a mission district or pioneer district is concerned; to schedule and conduct a minimum of one personal conference each year with each district superintendent in his area, counseling him regarding plans and objectives of the district for the year and receiving reports of activities and progress toward objectives during the past year.

(8) To rule on questions of order which arise during the proceedings of a district conference as set forth in 459.

(9) To present, for their consideration, one or more nominations for district superintendent to a district conference, when requested to do so by the district conference; to consult with a district board of administration when a district superintendent is being reelected concerning the DBA's recommendation to the district conference that the district superintendent's term of office be extended to four years (473:31; 507:2); and to have charge of the service of installation of a district superintendent (1772).

(10) To work closely with the district officials in promoting evangelism and formulating plans for pioneer work and church extension (486:3; 511:4; 837:8).

(11) To encourage and promote special efforts in each district to raise the district obligation for the United Stewardship Fund (775:1) and the district budget in full, and to encourage the support of world missions.



(12) To encourage each district board of administration to plan and conduct conventions, institutes, or seminars for pastors and other workers in the district, promoting such for the purpose of spiritual refreshment, leadership development, greater efficiency, and a more united effort within the district and general church.

(13) To preside over the ordination of elders (1711-1720), the commissioning of ministers (1731) and lay workers (1741), or lay missionaries when present (511:23; 546), and to deliver the address if so requested; and to sign all credentials, certificates and other forms incidental to his office.

(14) To approve the transfer any elder and commissioned or licensed minister into a district under his jurisdiction, in concurrence with the district superintendent of that district (158:6; 284:2; 511: 18; cf. 1127:1).

(15) To consult with a district board of administration concerning the purchase, location, encumbrance, sale, transfer, or other disposition of real property used for district purposes such as a district parsonage, headquarters, or campground (cf. 1406; 1525:1).

### **Judicial Supervision**

(16) To carry out judicial responsibilities as set forth in 1576:3; 1577:1-2; 1590:1-2; 1592; 1597.

(17) To certify that the disciplinary requirements have been met for the restoration of a minister and to forward such request and certification to the General Secretary (755: 16; 1140).

### **5. General Superintendent Emeritus**

**748.** The General Conference, upon recommendation of the General Board of Administration (691:29), may confer the title of General Superintendent Emeritus upon a former General Superintendent, provided he shall have served as a General Superintendent for two or more quadrennials and shall have reached his sixty-eighth birthday, or shall have become disabled (cf. 650:20). Service in a comparable office in one of the precedent bodies shall be considered the same as for The Wesleyan Holiness Church. It is understood that the tenure of the emeritus relation is for life. A General Superintendent Emeritus is a voting member of the General Conference (602: 1c).

The Assistant General Superintendent, who is to assist the General superintendent in carrying out his spiritual, administrative and supervisory duties, is elected from among the elders of the Wesleyan Holiness Church by the General conference, and as a general official (165,176:2, 650:16, 711:1a), he is an ex officio member of the General conference, the General Board of Administration, the Executive Board (711) and the General Superintendent's Advisory Board (735).

The duties of the Assistant General Superintendent are :

To perform all duties assigned to him by the General Conference, the general Board of Administration or its Executive Board, and the General Superintendent.

To become General Superintendent in case of a vacancy in the General Superintendent (716).

## **B. The General Secretary**

**751. Function.** The General Secretary has custody of the official records and archives and is responsible for legal work, statistics, directory, public relations, and stewardship promotion for the general church.

**753. Office.** The General Secretary is elected by the General Conference as a general official (169; 176:2; 628; 650:17; 711), and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768), and the Executive Board (697), and the General Superintendent's Advisory Board (735). He is not a member of the Executive Board but shall serve as its recording secretary (697). The General Secretary is amenable to the General Board of Administration and is under the supervision of a General Superintendent as provided for in the plan for commissions. The term of service, amenability and other regulations for this office are provided for in 712-718.

**755. Duties.** The General Secretary shall administer his office as set forth in *The Discipline*, the Policy of the General Board for the General Secretary, and other instructions as may be given by the General Conference, the General Board of Administration, or its Executive Board. His duties are:

(1) To serve as secretary of the General Conference (628), the General Board of Administration (685), the Executive Board (697), the Board of Directors of The Wesleyan Holiness Church Corporation and its precedent corporations (1414-1416); to record accurately and completely the proceedings of each session and to preserve them in permanent form; to send copies of the Executive Board minutes promptly to all members of the General Board of Administration for information and review (702); and to issue the official notices and communications on behalf of these governing bodies unless otherwise directed.

(2) To notify all members of each regular and special session of the General Board of Administration (681-682) and of the Executive Board (695), and to issue the call for a special session of the General Conference (623).

(3) To serve as executive secretary for the Board of General Superintendents as directed by that Board (cf. 740:14).

(4) To be the custodian of official records and archives, and to collect documents, books, photographs, and other historical materials related to The Wesleyan Holiness Church and its precedent bodies (517:9).

(5) To receive and to be the custodian of records as follows:

(a) The minutes of each general church board, commission, committee, and auxiliary organization, including the trustee boards of general educational and benevolent institutions.

(b) The minutes and other records for general church judicial bodies, including the Board of Review and a General Conference judicial committee (1122:3-4; 1137; 1580:2-4; 1585; 1648; cf. 1640); and the credentials of a minister when such have been surrendered or removed by judicial process (517 :6; 1127 :4; 1137).

(c) All legal documents and property records for The Wesleyan Holiness Church and The Wesleyan Holiness Church Corporation and its precedent corporations (1414-1416).

(d) A certified and true copy of the articles of incorporation and bylaws, and any amendments thereto, for each subsidiary and institutional corporation related to The Wesleyan Holiness Church.

(e) All legal documents and property records of subsidiary and institutional corporations unless otherwise provided for by the bylaws of such corporations or other directives from the General Board of Administration.

(f) The minutes of each district conference.

(6) To serve as legal officer for The Wesleyan Holiness Church Corporation and its precedent corporations; to prepare and to process legal documents; to sign legal papers as authorized by the governing bodies to which he is amenable; and to be responsible for liaison with legal counsel for offices, departments, and auxiliaries of the general church.

(7) To issue each official policy adopted by the General Board of Administration.

(8) To maintain the official directory of district and general officials, ministers, churches, parsonages, and institutions, and to publish a general church directory; to receive from the pastors the names and addresses of those members moving away from their church, and to notify the nearest Wesleyan pastor or district officials accordingly (252; 294:13).

(9) To collect and to compile accurately all statistics for the general church (517:5) and to report the same to the General Conference, the General Board of Administration, and the Executive Board as required; to coordinate the various statistical forms of the departments and auxiliaries with the approved report for the local churches and districts (1205:3; 1232:3; 1262:4).

(10) To prepare all general church report blanks and forms not otherwise provided for in *The Discipline*, and upon the approval of the General Board of Administration to have charge of their publication (511:11; 526:1; 541; 691:50; 1163).

(11) To serve as director of public relations in keeping with the programs adopted by the General Board of Administration.

(12) To serve as general director of stewardship under the direction of the General Board of Administration or its appropriate commission, with responsibility for education and promotion on behalf of the United Stewardship Fund, storehouse tithing, and the scriptural principles of fund raising (195-197); to coordinate the promotion of stewardship for the support of the fund-raising programs of the general departments, agencies, educational and benevolent institutions, and the estate planning service; and to serve as chairman of the Stewardship Investments Committee (cf. 790).

(13) To serve as chairman of the General Conference Planning Committee (645).

(14) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Administration for the election of an assistant to the General Secretary (691:31).

(15) To employ such personnel as are necessary, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(16) To present all recommendations to the General Board of Administration or its Executive Board in keeping with their approved policies and procedures; to present a resolution to the General Board of Administration for the restoration of a minister when authorized to do so by the area General Superintendent (743: 18; 1140).

(17) To prepare the annual budget for the General Secretary's office for coordination with the budgets of the other administrative offices in keeping with the approved policies and procedures (740:10; 761:19; 786:1-4).

(18) To report to the General Conference concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

### C. The General Treasurer

**757. Function.** The General Treasurer has custody of the general church funds and accounting records and is responsible for assigned fiscal management (761).

**759. Office.** The General Treasurer is employed or appointed by the General Board of Administration as a general official (711:2) and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768). He is amenable to the General Board of Administration (691:57b; 714-716) and under the supervision of a General Superintendent as provided in the plan for commissions. His term of office is determined by the General Board of Administration. Further regulations concerning the General Treasurer are given in 711-718.

**761. Duties.** The General Treasurer shall administer his office as set forth in *The Discipline*, the *Policy of the General Board for the General Treasurer*, and other directives as may be given by the General Board of Administration. His duties are:

(1) To serve as treasurer of The Wesleyan Holiness Church and The Wesleyan Holiness Church Corporation and its precedent corporations; and to have the custody of such other funds as may be assigned to him by the General Conference or the General Board of Administration.

(2) To maintain a central treasury, consisting of all funds which belong to The Wesleyan Holiness Church Corporation and its several offices, departments, agencies, and auxiliaries; to receive, to hold, to disburse, and to manage such funds; and to provide a centralized accounting service for the same.

(3) To issue regular reports to the executives for the funds related to their particular responsibility, and to provide them with other special reports and financial information which will be helpful for a more efficient administration or as may be requested.

(4) To serve as financial consultant for each of the commissions, general departments, and auxiliaries, and to coordinate the keeping of financial records.

(5) To submit a complete financial report to the General Board of Administration annually and to each session of the General Conference.

(6) To submit all records and funds in his custody for an annual audit to be directed by the General Board of Administration and at any other time when requested to do so (691:21).

(7) To be bonded to the amount set by the General Board of Administration, to be paid for by the Church (691:32).

(8) To provide standardized forms and procedures for the proposed budgets of the general offices, departments, and auxiliaries; to receive and to compile the budgets for the budget committee (786).

(9) To provide standardized forms and procedures for remittances by district treasurers (519:4).

(10) To cooperate with the General Secretary in the promotion of the general church program for total stewardship (755:12).

(11) To become responsible for the fiscal management and accountability for the funds received from bequests, devises, annuities, wills, or other special gifts after such matters have been processed by the General Director of Estate Planning (789:4); and to perform this same duty for the subsidiary corporations unless otherwise provided for by their respective bylaws or other directives from the General Board of Administration.

(12) To manage the headquarters buildings, grounds, facilities, and interoffice services.

(13) To manage and to coordinate the various insurance programs at headquarters.

(14) To provide centralized purchasing and personnel services for the general offices, departments, and auxiliaries.

(15) To serve as a member of the General Conference Planning Committee (645), the budget committee (786:3), and as member and vice-chairman of the Stewardship Investments Committee (790).

(16) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Administration for election as an assistant to the General Treasurer (691:31)

(17) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(18) To present all recommendations to the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(19) To prepare the annual budget for the General Treasurer's office to be coordinated with the budgets of the other administrative offices in keeping with the approved policies and procedures (740:10; 755:17:786:1-4).

(20) To report annually to the General Board of Administration concerning his official duties and personal ministry, to each session of the General Conference, and at other times as required.

#### **D. Interdepartmental Cabinet**

**768.** The general officials (711) shall be *ex officio* members of the Interdepartmental Cabinet with responsibility for interdepartmental coordination and such other duties as may be assigned by the General Board of Administration (691:34). The General Board of Administration may designate other members as are necessary to represent all departments, offices, auxiliaries, and agencies in the headquarters operation (cf. 720).

#### **E. General Church Financial Plan**

##### **1. Summary**

771. The financial plan for the general church shall consist of the United Stewardship Fund, special offerings, and planned gifts:

(1) **United Stewardship Fund** shall be established and administered as set forth in 772 to 781.

(2) **Special offerings** shall be authorized and administered as set forth in 784 and shall provide support for world missions, supplementary support for general extension and evangelism and the general educational institutions and support for such other purposes as may be authorized by the General Conference or the General Board of Administration.

(3) **Planned gifts** shall be promoted by the General Director of Estate Planning as set forth in 788, and the funds shall be administered by the Stewardship Investments Committee as set forth in 790.

## 2. United Stewardship Fund

### a. Definition

772. **The United Stewardship Fund** is a unified budget for the financial support of designated general church interests and the general educational institutions. It shall consist of two parts:

(1) **The USF-General Fund** shall provide support for general church administration, general benevolent institutions, ministerial training, and other general church ministries as set forth in 778.

(2) **The USF-Educational Institutions Fund** shall provide support for the approved general educational institutions as listed in 934 and in a manner as set forth in 779 (cf. 938).

### b. Basis

773. The USF-General Fund and the USF-Educational Institutions Fund shall be determined annually by a percentage (773:3) of the base income of all churches for the previous fiscal year which shall be computed in the following manner:

(1) **Base Income.** The base income shall be the total income of a local church and all of its departments for the previous fiscal year less money received (cf. 773:4):

- (a) By loans (borrowed money).
- (b) From the sale of property.
- (c) From general or district extension funds.
- (d) By a bequest through a will.

(2) **Building Project Adjustment.** Whenever a local church engages in a major building project and fund drive which has been granted district board of administration approval, the involved local church may be granted permission by the district board of administration to have its United Stewardship Fund obligation fixed for a period of two years at the obligation level of the year immediately preceding the first year of exemption. Such exemption shall be granted only once for any particular building project.

(3) **Percentage.** The percentage for determining the USF-General Fund, and a separate percentage for determining the USF-Educational Institutions Fund, shall be fixed by the General Conference (773). The percentage in each case shall be applied to the same base income as defined in 773:1 subject to the adjustment provided for in 773:2. In the event of an emergency during the interim of General Conference sessions, the General Board of Administration may alter the percentage of the USF-General Fund by a two-thirds majority vote of all its members (691:25).

(4) **Special Ministries.** A treasury, distinct and separate from that of the local church, shall be established to provide for the financial administration of day care centers, day schools, retirement homes, nursing homes, and such enterprises (cf. 316:35). Income for such activities shall be non-assessable for district and general purposes.

### c. District and Local Regulations

**775. District Responsibility.** Each district and mission district, with the exception of the work under the General Department of World Missions, shall be responsible to raise its share of the United Stewardship Fund, including the USF-General Fund and the USF-Educational Institutions Fund, in accord with the following regulations:

(1) **District Obligation.** The obligation of a district or mission district shall be an amount equal to the designated percentage of the base income, as defined in 773:1-3, of all pioneer churches and churches of the district, subject to such adjustments as are indicated in 773:2. When this amount has been paid in full to the General Treasurer, for both the USF-General Fund and the USF-Educational Institutions Fund, a district has met its obligation to the United Stewardship Fund. The computations for the district obligation shall be based on the financial reports of the local churches as compiled by the district statistical committee (526:1), prior to the annual district conference.

(2) **District Apportionment.** The district conference shall apportion its total obligation among the local churches under its jurisdiction by assigning an amount to each as its share of the USF-General Fund and the USF-Educational Institutions Fund respectively, under whatever plan the district conference shall adopt after receiving a recommendation from the district board of administration, or other special committee as assigned by the district conference (486:10; 519:6; cf. 467-468); proper regard shall be given to the provisions of 773:2. The district secretary shall officially notify each pastor within two weeks after the close of the district conference session of the amount assigned to his church. The district treasurer shall promptly notify the General Treasurer of the district USF obligation on forms provided by the General Treasurer (519:6).

(3) **District Administration.** The district board of administration shall be responsible to administer the district plan for raising the United Stewardship Fund and shall be responsible to see that the district obligation is paid in full for both the USF-General Fund and the USF-Educational Institutions Fund (486:10). All USF money received by the district treasurer shall be remitted monthly to the General Treasurer on the approved forms.

**776. Local Church Responsibility.** The pastor and the local board of administration shall be responsible for the faithful collection of the amount assigned by the district to their church, and shall raise it on the undivided plan. The local church treasurer shall forward all money received for the USF-General Fund and the USF-Educational Institutions Fund monthly to the district treasurer (cf. 345:4). A local church has met its obligation to the United Stewardship Fund when it has paid in full to the district treasurer the amounts assigned to it by the district for both the USF-General Fund and the USF-Educational Institutions Fund. In a pioneer church, the pastor and his local advisory council shall have the responsibility for raising the United Stewardship Fund.

**777. Pioneer District Responsibility.** The obligation of a pioneer district, or of the churches within a pioneer district, to the United Stewardship Fund shall be determined by the General Board of Administration (691:25). The assigned obligation shall be raised by the superintendent of the pioneer district, under the direction of the General Secretary of Extension and Evangelism and in accord with the *Policy of the General Board of Administration for Extension and Evangelism*.

#### **d. General Church Regulations**

**778. USF-General Fund, Beneficiaries, and Apportionment.** The USF-General Fund shall provide support for general church departments and ministries and be apportioned among them as follows:

(1) **Beneficiaries.** The designated beneficiaries to receive support from the USF-General Fund are the administrative offices of the General Superintendents, the General Secretary, and the General Treasurer; the General Department of Extension and Evangelism; the General Department of Local Church Education; the General Department of Youth; the General Department of Education and the Ministry; the subsidizing of approved programs of ministerial training (938:1), the Wesleyan Seminary Foundation (939), and the Ministerial Study Course Agency (940-941); and such other benevolent institutions, offices, or agencies of the general church as the General Conference or the General Board of Administration shall designate from time to time.

(2) **Apportionment.** The General Board of Administration shall determine the apportionment of the USF-Educational Institutions Fund among the general educational institutions listed in 934.

**781. General Promotion and Administration.** The General Secretary shall promote the raising of the United Stewardship Fund as general director of stewardship (755:12). The General Treasurer shall cooperate with the General Secretary in such promotion and shall administer the USF funds as provided for in *The Discipline* and as directed by the General Board of Administration (761: 10).

### **3. Special Offerings**



**784.** Special offerings in addition to the United Stewardship Fund for the support of general church ministries and world outreach of The Wesleyan Holiness Church shall include the following offerings and other such offerings as shall be authorized by the General Board of Administration. No agency, department, institution, organization, or similar body of The Wesleyan Holiness Church may solicit offerings or present financial appeals without the approval of the General Board of Administration.

(1) **World Missions Support.** The General Department of World Missions shall not be included in the United Stewardship Fund, but shall be supported by the November self-denial offering, funds raised through deputational work and other solicitations, money raised by the auxiliary organizations, and other offerings specified for world missions.

(2) **Thanksgiving, Easter, and September Offerings.** Two special offerings, apart from and in addition to the United Stewardship Fund, shall be received annually throughout the Church: a November self-denial offering for world missions, and an Easter offering for general extension and evangelism. In addition each local church is urged to receive an offering for the support of the Wesleyan Hour in the month of September. Such an offering should be received as close to the last Sunday of September as possible, in order to coincide with the anniversary celebration of the Wesleyan Hour.

(3) **Solicited Offerings.** The General Department of World Missions, the General Department of Extension and Evangelism, and the general educational institutions shall raise financial support for the work under their care by sending representatives to visit the districts, local churches, members, and constituency of the Church. District and local officials shall receive them and cooperate in their work. Offerings received shall be used as designated and shall be in addition to and apart from the United Stewardship Fund, and shall be remitted promptly through the regular channels. The General Department of World Missions shall not engage in deputational work within the week prior to Easter, and the General Department of Extension and Evangelism shall not do deputational work within the week prior to Thanksgiving or on the Sunday following Thanksgiving. Exception to the above may be made with the approval of the General Secretaries of Extension and Evangelism and World Missions. An educational institution shall do its deputational work within its assigned area and in the manner decided upon in the plans for such institutions approved by the General Board of Administration (cf. 691:48; 921:12).

(4) **Auxiliary Organizations.** The Wesleyan Medical Fellowship, Wesleyan Men, Wesleyan Women's Missionary Society, Wesleyan Youth and Young Adults International shall raise financial support for approved projects in accord with their respective constitutions and subject to the general oversight of the commission to which they are assigned.

(5) **Other Contributions.** Other offerings, contributions, bequests, and donations shall be used as specified by the donor and may be forwarded through the regular channels to the General Treasurer. Those individuals who prefer to contact the General Director of Estate Planning (789:3; cf. 198) or a general department or institution concerning annuities, bequests, and other special contributions may do so.

#### **4. Budgeting Procedure**

**786.** The income and expense of all the general offices, departments, agencies, and auxiliaries of the Church (cf. 720) shall be governed through the adoption by the General Board of Administration of annual budgets determined in the following manner:

(1) The general official or responsible officer shall, as directed by the General Board of Administration, prepare on the approved forms (761:8) a proposed annual budget of income and expense for the operation and projected programs of the work under his care.

(2) The proposed budget, as approved by the respective commission, shall be presented to the General Treasurer for compilation and presentation to the budget committee (740:10; 755:17; 761:19; 799:8; 813:7; 837:17; 863:10; 894:10; 897:4; 906:8; 921:17).

(3) The budget committee shall be composed of the General Treasurer and one minister and one layman from each representative area elected by the General Board of Administration from among its members, with the General Superintendent as a nonvoting member. The elected members shall be chosen in such a way that each commission shall have at least one representative and no committee shall have more than two. The committee shall organize itself and select its own chairman and secretary. The budget committee shall review each proposed budget, conduct hearings with the involved officers, and correlate the several budgets into one overall budget for the general church, taking into account the estimated income from the various sources and the approved programs of the General Board of Administration, and shall present its complete recommendation to the General Board of Administration.

(4) The General Board of Administration shall make final decision concerning all budgets for the ensuing fiscal year, after which it shall determine the apportioning of the USF-General Fund among its designated beneficiaries according to the approved budgets (691:25; 778: 1).

## **5. Office of Estate Planning**

**787. Function.** The General Director of Estate Planning shall develop, promote, and administer an estate planning service for the general church.

**788. Office.** The General Director of Estate Planning shall be employed by and is amenable to the General Board of Administration (691:33). He shall be a member of the Stewardship Investments Committee (790).

**789. Duties.** The General Director of Estate Planning shall administer his office as set forth in *The Discipline*, the *Policy of the General Board for Estate Planning*, and other directives 'as may be given by the General Board of Administration. His duties are:

(1) To develop, promote, and administer an estate planning service for the general church and its several offices, departments, agencies, auxiliaries, and institutions.

(2) To develop denominational literature/media on estate planning and disseminate the same.

(3) To develop and promote programs for the solicitation of devises, bequests, gift annuities, charitable trusts, and other planned gifts for the various ministries of the Church.

(4) To receive and process all agreements for bequests, devises, gift annuities, and trusts, filing copies of such with the General Secretary; to deposit all funds immediately with the General Treasurer, transferring to him at the proper time all pertinent information for fiscal management and responsibility (761: 11) .

(5) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration (cf. 691:24).

(6) To present all recommendations for the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(7) To prepare the annual budget for the General Director of Estate Planning's office for submission to the General Board of Administration in keeping with the approved policies and procedures (691:25; 786).

(8) To report annually to the General Board of Administration concerning his official duties and personal ministry (691:23), to each session of the General Conference, and at other times as required (650:7).

## **6. Stewardship Investment Committee**

**790.** There shall be a Stewardship Investments Committee which shall administer all wills, bequests, gift agreements, and grants for The Wesleyan Holiness Church. The committee shall consist of the General Secretary as chairman, the General Treasurer as vice-chairman, the Executive Secretary of Wesleyan Investment Foundation as secretary, the General Director of Estate Planning, and two members elected by the General Board of Administration.

## **Chapter V**

### **GENERAL PUBLICATIONS**

#### **A. Objectives**

**791.** The objective of the general publications program of The Wesleyan Holiness Church shall be to facilitate the spread and advancement of scriptural holiness in a world becoming increasingly literate, by providing doctrinally sound and spiritually effective periodicals, curriculum materials, books tracts, and other similar materials and promoting their distribution and use. All publications of the Church shall be in harmony with its Articles of Religion, Membership Commitments, and Elementary Principles.

#### **B. Office of the General Editor**

##### **1. Function**

**796.** The Office of the General Editor is responsible for the literary content and form of *The Wesleyan Advocate* and all other general church publications assigned to it by the General Conference or the General Board of Administration. It is under the jurisdiction of the General Board of Administration and the supervision of a General Superintendent as provided for in the plan for commissions, and shall be administered by the General Editor.

## **2. The General Editor**

**798.** The General Editor is elected by the General Conference as a general official of the Church (169; 176:2; 650:17; 711), and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768). The term of service, amenability, and other regulations for this office are given in 712.

**799.** The General Editor shall administer his office in accord with *The Discipline*, the *Policy of the General Board of Administration for Publications*, and other directives from the General Board of Administration, and its Executive Board. He shall be responsible:

(1) To serve as editor-in-chief of *The Wesleyan Holiness Advocate* and any other publication assigned to him by the General Conference or the General Board of Administration (691:36).

(2) To communicate with the district and local secretaries for Church periodicals on all matters pertaining to subscriptions and to receive reports from them.

(3) To serve as editorial consultant for all general departments and offices of the Church.

(4) To serve as denominational book and tract editor, serving as chairman of the Book and Tract Committee (801-802), and with its assistance reviewing and recommending books for the general reading program of the Church.

(5) To present all recommendations to the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(6) To cooperate with the General Publisher in all matters of overlapping concern and responsibility.

(7) To develop, in consultation with the Executive Editor of Curriculum and other departmental editors (cf. 804-808), an editorial manual standardizing editorial procedures and usages for all general church publications.

(8) To prepare an annual budget for coordination with the General Publisher's budget in keeping with the approved policies and procedures (691:25; 786).

(9) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Administration for election as an assistant to the General Editor (cf. 691:31; 794:4).

(10) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(11) To report to each session of the General Conference concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

### **3. Book and Tract Committee**

**801.** The Book and Tract Committee shall consist of the General Editor as chairman (799:4), and of four to six qualified persons appointed by the appropriate commission subject to the approval of the General Board of Administration.

**802.** The Book and Tract Committee shall assist the General Editor in his work as denominational book and tract editor. No book or tract manuscript, other than curriculum materials or publications of the general offices, departments, agencies, auxiliaries, and institutions, which have been cleared through the proper channels, shall be published by the Wesleyan Publishing House, without the approval of the Book and Tract Committee.

### **C. Curriculum Editing**

**804.** The Executive Editor of Curriculum shall be responsible for the literary content and form of all literature produced by the General Department of Local Church Education, and of all other educational materials assigned to him by the General Board of Administration. The regulations concerning the election, amenability, and duties of the Executive Editor of Curriculum are given in 896-897.

### **D. Departmental Editing**

**807.** Each general office, department, agency, auxiliary, or institution may produce such publications as the General Board of Administration shall approve (691:36). If such a publication becomes competitive with other publications, the appropriate commission shall make recommendations to the General Board of Administration concerning its modification or transfer to the supervision of the General Editor.

### **E. Wesleyan Publishing House**

#### **1. Function**

**810.** The Wesleyan Publishing House shall be the main resource center for church literature and supplies. Where cost becomes a significant factor, other publishing houses approved by the GBA shall be the source for membership, Youth and Sunday school instructional material.

#### **2. The General Publisher**

**811.** The General Publisher is employed by the General Board of Administration as a general official (711:2) and is an *ex officio* member of the General Conference

(602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768). His term of office is determined by the General Board of Administration. Further regulations for this office are given in 711-718. (Cf. 810.)

**813.** The General Publisher shall administer the affairs of the Wesleyan Publishing House in accord with *The Discipline*, the *Policy of the General Board for Publications*, and other directives as may be issued by the General Board of Administration. His duties are:

(1) To serve as business manager for such publications as are assigned to him by the General Conference or the General Board of Administration.

(2) To serve as chairman of the Committee on Management of the Publishing House (815-816).

(3) To present all recommendations to the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(4) To cooperate with the General Editor, the Executive Editor of Curriculum, and the departmental and auxiliary editors, in all matters of overlapping concern and responsibility.

(5) To employ the most effective and economical means in producing or arranging for the production of official Church publications, seeking the counsel of the Committee on Management of the Publishing House (815-816).

(6) To cooperate with the various general officials and other executives in the marketing and distribution of such materials as have been authorized by the General Board of Administration or its Executive Board, and to market and distribute such other literature and materials as he shall deem wise.

(7) To prepare an annual budget for coordination with the budgets of the editors in keeping with the approved policies and procedures (691:25; 784).

(8) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Administration for election as an assistant to the General Publisher (691:31)

(9) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(10) To report to each session of the General Conference concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

### **3. Committee on Management of the Publishing House**

**815.** The Committee on Management of the Publishing House shall consist of the General Publisher as chairman (813:2), and of four to six persons experienced in the field of business administration, appointed by the appropriate commission subject to the approval of the General Board of Administration (709:3).

**816.** The Committee on Management of the Publishing House shall serve as an advisory committee to the General Publisher in the management of the Wesleyan Publishing House, especially in seeking the most economical means of securing the production of the Church's literature (cf. 813:5).

## Chapter VI

### GENERAL MISSIONS AND EVANGELISM

#### A. Objectives

**826.** The ultimate objective of The Wesleyan Holiness Church is to fulfill the Great Commission of the Lord Jesus Christ by sharing with all mankind the good news and glorious experience of full salvation. To this end, The Wesleyan Holiness Church, through its General Department of Extension and Evangelism and General Department of World Missions, shall endeavor:

(1) To evangelize the nations of earth, seeking the salvation of the individual and the entire sanctification of believers as the primary responsibility of all missionary work.

(2) To gather the converts into churches and enlist them in the work of God's kingdom.

(3) To place well-qualified and Spirit-filled pastors over the churches, giving special emphasis to the training of workers and leaders for the church.

(4) To share the benefits of the gospel, and to facilitate evangelistic work through specialized ministries such as medical, educational, literary, and benevolent work.

(5) To promote, in accordance with scriptural and indigenous principles, the growth and development of the churches in each field or area to a church body that is spiritually mature, well organized, financially responsible, and missionary minded, and that can assume its place in The Wesleyan Holiness Church.

#### B. General Department of Extension and Evangelism

##### 1. Function

**831.** The General Department of Extension and Evangelism is responsible for carrying out the missionary objectives of The Wesleyan Holiness Church (826) within the borders of the United States and Canada, and in such other places as shall be assigned to it by the General Conference or the General Board of Administration. It is under the jurisdiction of the General Board of Administration, the-supervision of the General Superintendents as provided for in the plan [or the administrative areas and the commissions (737; 743:3-5), and administered by the General Secretary of Extension and Evangelism.

##### 2. Divisions

**832.** The ministries of the General Department of Extension and Evangelism are threefold:

(1) **The division of general church extension**, involving the development, promotion, and supervision of an aggressive program of church extension through evangelistic and missionary work, both in cooperation with the established districts (486:3; 511:2,4) and in new or undeveloped areas provided for in the plan for pioneer districts and mission districts (cf. 402418).

(2) **The division of special ministries**, involving the missionary outreach of The Wesleyan Holiness Church in the Caribbean among foreign language and racial minorities, including such as the Jews, the blind and other minority groups requiring a specialized ministry, as authorized by the General Board of Administration. This work may be carried on directly by the department or through the districts and local churches, and does not preclude the districts and local churches from exercising their privilege and duty of evangelizing and ministering to the needs of minorities in their own territories.

(3) **The division of general evangelism**, involving the promotion of soul-winning concern and evangelism in all of its forms and phases, the extension of the denominational witness through the media of mass communication, the correlation of the ministries of the general evangelists (cf. 1162) and commissioned special workers (cf. 1189), and the provision of a service agency for such workers.

### **3. General Secretary of Extension and Evangelism**

**836.** The General Secretary of Extension and Evangelism is elected by the General Conference as a general official (169; 176:2; 650:17; 711), and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768). The term of service, amenability, and other regulations for this office are given in 712-718.

**837.** The General Secretary of Extension and Evangelism shall administer the General Department of Extension and Evangelism in accord with *The Discipline*, the *Policy of the General Board of Administration for Extension and Evangelism*, and other directives of the General Conference, the General Board of Administration, and its Executive Board. He shall be responsible:

(1) To present all recommendations concerning the work under his care to the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(2) To promote a concern for soul-winning, evangelistic outreach, and church extension through area or general training conferences in evangelism as may be approved by the General Board of Administration; to provide promotional materials to other departments, publications, or auxiliary organizations; and to visit local churches and districts in order to represent the work.

(3) To raise the necessary finances for the General Department of Extension and Evangelism (cf. 784; 784:2-3), and to manage the department's financial affairs, all in keeping with the financial plans of the Church (771), the approved budget for the department (786), and other instructions from the General Board of Administration or its Executive Board (691 :25).

(4) To recommend to the General Board of Administration the authorization of a pioneer district (403), a mission district (410; 411:4), or a special ministries project



(832:2); and to recommend, in concurrence with the Board of General Superintendents, the establishment of a district (420; 421:5; 740:20).

(5) To visit and direct the work of the various pioneer districts, mission districts, and special ministries projects, seeking to develop the work as rapidly as possible toward the status of established districts (cf. 416:4; 826:5; 1385; 1402).

(6) To recommend candidates to the General Board of Administration or its Executive Board for appointment (691:39) in pioneer districts and special ministries projects, unless otherwise provided for in *The Discipline* (848); to recommend candidates for ordination, commissioning, and licensing from pioneer districts to the General Board of Administration (405).

(7) To take emergency action concerning the officers and workers in the pioneer districts and special ministries projects in the interim of General Board of Administration or Executive Board sessions, with the approval of the General Superintendent over the area and the General Superintendent appointed as chairman of the appropriate commission.

(8) To advise the established districts in developing aggressive programs of church extension; and to carry on cooperative programs or projects with established districts as approved by the General Board of Administration; cooperating in each case with the General Superintendent and the district board of administration over the involved district (486:3; 511:4; 743:11; 832:1,3).

(9) To administer Wesleyan Holiness Card Call (844).

(10) To promote spiritual and financial aid to pioneer churches by established churches.

(11) To make available promotional materials that will aid pioneer pastors and others in introducing The Wesleyan Holiness Church.

(12) To make available to local churches and districts suitable building plans and general data on construction that will facilitate the erection of suitable church buildings, educational units, and parsonages in the most efficient and economical manner.

(13) To nominate members-at-large for the Board of Directors of Wesleyan Holiness Indian Ministries and to serve as its chairman (691:20; 848); and to supervise and promote the work carried on by this Board.

(14) To promote the witness and outreach of The Wesleyan Holiness Church through the various media of mass communication, special evangelistic crusades, urban or rural evangelization, and other evangelistic efforts as authorized by the General Board of Administration.

(15) To submit one or more nominations to the General Board of Administration for the office of Executive Director of Evangelism, and to direct him in all phases of his work (851); to nominate, in conjunction with the chairman of the appropriate commission, two members from each administrative area for the Council on Evangelism for election by the appropriate commission, subject to the approval of the General Board of Administration (691:39; 852:1), and to serve as chairman of the Council on Evangelism (852:1).

(16) To employ general evangelists and special workers for the work of evangelism in pioneer districts, mission districts, or cooperative projects with established districts.

(17) To prepare a proposed annual budget for the General Department of Extension and Evangelism in keeping with the approved policies and procedures (691:25; 784).

(18) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Extension and Evangelism in keeping with the approved policies and procedures (691:25; 784).

(19) To employ such personnel as are necessary for the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(20) To report to each session of the General Conference concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

#### 4. Wesleyan Card Call

**844.** The Wesleyan Holiness Card Call shall provide for church extension by enlisting voluntary donors who pledge to answer calls for aiding the establishment of new work. The General Secretary of Extension and Evangelism shall be responsible to manage the Wesleyan Card Call as directed by the General Board of Administration (cf. 691:40; 837:9).

#### 5. Program of Evangelism

##### 851. Executive Director of Evangelism.

(1) **General Regulations.** There may be an Executive Director of Evangelism who shall be elected by the General Board of Administration from one or more nominations submitted by the General Secretary of Extension and Evangelism (691:39; 837:15). He shall serve for a term designated by the General Board of Administration or until his successor is chosen. He shall be a member of the Council on Evangelism by virtue of his office (852:1). He shall be amenable to the General Secretary of Extension and Evangelism for the conduct of his office, and may be removed from office for cause or when the best interests of the Church so require by a majority vote of all the members of the General Board of Administration (691:57b).

(2) **Duties.** The Executive Director of Evangelism shall administer his office in keeping with *The Discipline*, the *Policy of the General Board of Administration for Extension and Evangelism*, and as directed by the General Secretary of Extension and Evangelism (837:15). He shall be responsible:

(a) To assist the General Secretary of Extension and Evangelism in promoting interest in soul-winning and evangelism in all of its forms and phases, and in promoting the interests of general evangelism (832:3).

(b) To serve as a member of the Council on Evangelism (852: 1).

(c) To act as consultant to all church organizations in evangelistic methods.

(d) To create literature on evangelism including inspirational and promotional materials, and study guides and training programs.

(e) To plan and coordinate conventions and united meetings on evangelism.

(f) To correlate the work of the general evangelists, providing through his office a service agency for general evangelists and special workers (cf. 832:3).

(g) To aid districts and local churches, as they may request and as time may permit, in initiating evangelistic ventures, and to provide standardized promotional materials for such ventures.

(h) To carry out such other duties as may be assigned by the General Board of Administration.

**852. Council on Evangelism.**

(1) **Membership.** The Council on Evangelism shall consist of the General Secretary of Extension and Evangelism as chairman (837:15), the Executive Director of Evangelism (851:2b), the members of the appropriate commission, and two members from each administrative area. The area representatives shall be nominated by the General Secretary of Extension and Evangelism and the chairman of the appropriate commission, and shall be elected by the appropriate commission, subject to the approval of the General Board of Administration.

(2) **Duties.** The Council on Evangelism shall serve as an advisory body to the General Secretary of Extension and Evangelism and to the Executive Director of Evangelism in promoting an aggressive program of evangelism on the general, district, and local levels.

(3) **Additional Regulations.** Further regulations for the Council on Evangelism shall be provided by the General Board of Administration.

## **C. General Department of World Missions**

### **1. Function**

**860.** The General Department of World Missions is responsible for carrying out the missionary objectives of The Wesleyan Holiness Church (826) in those fields and areas beyond the national borders of the Caribbean as approved by the General Conference or the General Board of Administration (691:41). It is under the jurisdiction of the General Board of Administration, the supervision of the General Superintendents as provided for in the plan for the administrative areas and the commissions (737; 743:3-5), and shall be administered by the General Secretary of World Missions.

### **2. General Secretary of World Missions**

**862.** The General Secretary of World Missions is elected by the General Conference as a general official of the Church (169; 176:2; 650:17; 711), and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768), and of each field and mission council or organization under the General Department of World Missions. The term of service, amenability, and other regulations for the General Secretary of World Missions as a general official are set forth in 712-718.

**863.** The General Secretary of World Missions shall administer the General Department of World Missions in accord with *The Discipline*, the *Policy of the General Board of Administration for World Missions*, and other directives from the General Conference, the General Board of Administration, or its Executive Board. His duties and responsibilities shall be:

(1) To present all recommendations for the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(2) To present nominations to the General Board of Administration for the election of one or more assistants to the General Secretary of World Missions, whenever such assistants have been authorized by the General Board of Administration (691:31).

(3) To promote worldwide missionary interest, understanding, and zeal throughout The Wesleyan Church; to direct the publicity and promotional work of the department; to provide information or reports on world missions to other departments, publications, or auxiliary organizations; and to visit local churches and districts in order to represent the work.

(4) To raise the necessary finances for the General Department of World Missions (cf. 784:1-3), and to manage the department's financial affairs, all in keeping with the financial plans of the Church (771), the approved budget for the department (786), and other instructions of the General Board of Administration or its Executive Board.

(5) To enlist missionary candidates and recommend them to the General Board of Administration or its Executive Board for appointment or reappointment; to recommend the termination of contracts and appointments, including the recall from the field of those under appointment (691:42; cf. 863:8).

(6) To provide spiritual leadership and supervision for the fields under the General Department of World Missions in harmony with the missionary objectives (826), visiting the fields and presiding when present over the various councils and conferences, except when a General Superintendent is also present (cf. 740:8).

(7) To arrange, in cooperation with the Board of General Superintendents, for the visit of a General Superintendent to each field at least once during the quadrennium (740:8; cf. 691:28).

(8) To take emergency action concerning the missionaries or the fields in the interim of General Board of Administration or Executive Board sessions, with the approval of the General Superintendent over the area and the General Superintendent serving as chairman of the appropriate commission.

(9) To recommend to the General Board of Administration the entering of new fields or areas or the closing of old ones (691:41); to recommend the establishment of a provisional general conference (1008:7).

(10) To prepare an annual budget for the General Department of World Missions in keeping with the approved policies and procedures (691:25; 786).

(11) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(12) To report to each General Conference session concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

### 3. Missionaries

**866.** A missionary or other worker duly appointed to serve under the General Department of World Missions may retain membership in his local church and district as of the time of his appointment by the General Board of Administration. He shall also relate himself to the national church where assigned and shall hold membership as set forth in *The Discipline* or other regulations adopted for the particular field or area to

which he is assigned and according to the *Policy of the General Board of Administration for World Missions*. He shall be amenable for his conduct to the proper authorities on the field where he serves, the General Secretary of World Missions, and the General Board of Administration as set forth in the Judiciary and the *Policy of the General Board of Administration for World Missions*.

#### 4. Organization of Mission Units

**868.** Mission units under the General Department of World Missions shall be organized on four levels:

- (1) A **pioneer district** shall be a unit with a minimum of four churches, one hundred and sixty full members, and a sufficient number of ministers, elders preferably, for a district board of administration.
- (2) A **provisional district** shall be a unit with a minimum of four churches, one hundred and sixty full members, and a sufficient number of ministers, elders preferably, for a district board of administration.
- (3) An **established district** shall be a unit with a minimum of ten churches and four hundred fifty full members.
- (4) A **national or regional conference** shall be a unit with two or more provisional or established districts.

**869.** Missionaries from other general conferences may be accepted to serve in the Caribbean by the General Board of Administration. They may be appointed as officers in the district or general organization.

**870.** General regulations. Missionaries accepted by the General Board of Administration shall be governed as follows:

(1) The assignment of missionaries shall be the responsibility of the General board of Administration in concurrence with the General Board of Administration of the sending general conference.

(2) They shall be members of the district conference, voting or nonvoting, of the district they serve (c.f. Supp.440:8)

(3) They shall be voting members of the General Conference, if serving as Bible College Presidents (602:1e).

(4) They shall carry out their duties in harmony with the provisions of *The Discipline* and shall work in harmony with the local, district, and area officers and organizations.

(5) They shall be amenable to the General board of Administration for their official conduct and for the performance of such duties and services as are assigned by that Board. In all other matters they shall be amenable to the sending general conference.

*f. Special Missionaries from Other General Conferences.*

**871.** It is recognized that missionaries may still be needed following general conference status. Such missionaries, while not filling any official district or general position, may serve in specialized fields such as education, evangelism, and counseling and shall have an ambassadorial-type relationship with the Church. They shall be appointed by the General Board of Administration of the sending Conference and shall be known as special missionaries.

**872.** General Regulations. They shall be governed as follows:

(1) Their duties shall be defined by the General Board of Administration, or if serving a district, by the district board of administration, in concurrence with the General Board of Administration.

(2) They shall be members of the district conference of the district in which they serve or of the district conference designated by the General Board of Administration if their assignment involves their working with more than one district, provided they are elders or lay delegates.

They shall be nonvoting members of the general conference if serving the general church (602:2)

(3) They shall carry out their duties in harmony with the provisions of *The Discipline* and shall work in harmony with the local, district, or general officers and organizations.

They shall not be ex-officio members of the district board of administration or the General Board of Administration.

Their amenability shall be the same as that of regular missionaries (Supp.870:5).

## Chapter VII

### GENERAL CHRISTIAN EDUCATION

#### A. Objectives

**886.** The ultimate objective of Christian education within the Wesleyan Holiness Church is to declare the truth of full salvation through Christ as recorded in the Holy Scriptures, and to guide sinful, fallen men to experience the crises of conversion and entire sanctification, dynamic service to God and man, and continuous growth unto the fullness of the stature of Christ. To accomplish this, Wesleyan Christian education will endeavor:

(1) To help each person to recognize the Bible as the inspired Word of God, and to know, believe, and obey its teachings.

(2) To help each person to recognize his need of salvation and of God's provision for it through Christ's death and resurrection, and to lead him to experience the new birth through repentance and faith in Jesus Christ.

(3) To help each convert to recognize his need for cleansing from the carnal nature and for the sanctifying and empowering presence of the Holy Spirit, and to experience the crisis of entire sanctification through consecration and faith.

(4) To help each believer to relate himself to the Church as the body of Christ, encouraging him to become a member of a local church and to find his place of service within it.

(5) To instruct each person in the fundamentals of the faith, in the history of the Christian church, the importance of the Reformation and the Wesleyan movement, the history of The Wesleyan Holiness Church, its precedent bodies, and its missionary

outreach, warning him against the false doctrines of the age and equipping him as a witness for his Lord.

(6) To help each person to develop a Christian interpretation of life and of the universe, enabling him to see God's sovereign purpose at work, and training him to be a good steward of the talents, time, opportunities, and material goods with which God has entrusted him.

(7) To encourage each person to grow toward spiritual maturity in Christ Jesus, demonstrating Christian attitudes and actions in every relationship of life.

## **B. General Department of Local Church Education**

### **1. Function**

**891.** The General Department of Local Church Education is responsible, on the general level, to carry out the objectives of The Wesleyan Holiness Church for Christian education (886) in such phases as Sunday schools, vacation Bible schools, leadership training, membership training, children's church, weekday church schools and day care centers, released time classes, music ministries, and the promotion of Christian family life. The department is under the jurisdiction of the General Board of Administration and the supervision of the General Superintendent as provided for in the plan for commissions (743:4), and shall be administered by the General Secretary of Local Church Education.

### **2. General Secretary of Local Church Education**

**893.** The General Secretary of Local Church Education is elected by the General Conference as a general official (169; 176:2; 650:17; 711), and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768). The term of service, amenability, and other regulations for this office are given in 712-718.

**894.** The General Secretary of Local Church Education shall administer the General Department of Local Church Education in accord with *The Discipline*, the *Policy of the General Board of Administration for Local Church Education*, and other directives from the General Board of Administration, or its Executive Board. His responsibilities shall be:

(1) To present all recommendations for the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(2) To initiate the development of Sunday school philosophy, organization, administration, curriculum planning, teaching techniques, and programming; to serve as chairman of the Committee on Local Church Education, seeking its counsel on all phases of his work (899-900); and to carry out and promote the plan of Sunday school work as approved by the General Board of Administration, through a Sunday school standard approved by the General Board of Administration, and through conventions, seminars, exhibits, and other approved means.

(3) To initiate a complete program for vacation Bible schools, and to promote the program as approved by the General Board of Administration.

(4) To direct and promote a program of leadership training.

(5) To direct and promote a program of membership training to be administered by pastors and local boards of administration (cf. 239; 294:11; 316:7; 363:11).

(6) To direct and promote a program of Christian family life development and all other phases of Christian education carried on through local churches and districts not specifically assigned by *The Discipline* or the General Board of Administration to another general department or agency.

(7) To cooperate with the General Secretary of Youth and the General Secretary of Education and the Ministry as directed by the General Board of Administration, in all matters of overlapping concern and responsibility.

(8) To serve as educational consultant for all general departments, auxiliaries, and agencies of the Church which carry on educational activities through local churches and districts.

(9) To submit one or more nominations to the General Board of Administration for the office of Executive Editor of Curriculum, and to direct him in all the educational phases of his work (691:46; 889:4; 896).

(10) To prepare an annual budget in keeping with the approved policies and procedures (691:25; 701:3; 786).

(11) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Administration for election as an assistant to the General Secretary of Church Education (691:31; 889:5).

(12) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(13) To report to each session of the General Conference concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

### **3. Executive Editor of Curriculum**

**896.** The Executive Editor of Curriculum is elected by the General Board of Administration from one or more nominations submitted by the General Secretary of Local Church Education (691:46; 894:9). He shall serve for a term designated by the General Board of Administration or until his successor is chosen. He shall be a member of the Committee on Local Church Education (899). He shall be amenable to the General Secretary of Local Church Education for the general administration of his office and in all matters of educational policy (894:9), and to the appropriate commission in all matters of editorial policy (804-805). He may be removed from office for cause, or when the best interests of the Church so require, by a majority vote of all members of the General Board of Administration (691:57b).

**897.** The Executive Editor of Curriculum shall administer his office in keeping with *The Discipline*, the *Policies of the General Board of Administration for Local Church Education and Publications*, and other directives of the General Secretary of Local Church Education. His duties shall be:

(1) To submit recommendations concerning educational matters to the General Secretary of Local Church Education, and recommendations concerning editorial



matters to the appropriate commission with the approval of the General Secretary of Local Church Education.

(2) To serve as executive editor of all Sunday school curriculum materials, all leadership and training manuals produced by the General Department of Local Church Education, and any other educational materials assigned by the General Board of Administration or the appropriate commission.

(3) To serve as consultant on curriculum materials to any other general office, department, auxiliary, or agency.

(4) To prepare, under the direction of the General Secretary of Local Church Education, an annual budget covering all editorial expense of the General Department of Local Church Education, for coordination with the General Publisher in keeping with the approved policies and procedures (691:25; 786; 894:10).

(5) To secure, under the direction of the General Secretary of Local Church Education, the assistance of other personnel in the General Department of Local Church Education, and the employment of other personnel as needed, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

#### **4. Committee on Local Church Education**

**899.** The Committee on Local Church Education shall consist of the General Secretary of Local Church Education as chairman (894:2), the Executive Editor of Curriculum (896), and other departmental personnel or advisors appointed by the appropriate commission subject to the approval of the General Board of Administration. The committee shall advise the General Secretary of Local Church Education in all phases of his work, especially in the practical implementation of the policy and programs adopted by the General Board of Administration (894:2).

### **C. General Department of Youth**

#### **1. Function**

**902.** The General Department of Youth is responsible for carrying out The Wesleyan Church's objectives for Christian education (886) as they relate to the youth ministries of the Church, represents the interest of youth to the Church, and serves as the Church's resource agency for youth-related concerns. The department is under the jurisdiction of the General Board of Administration and the supervision of a General Superintendent as provided for in the plan for commissions (743:4), and shall be administered by the General Secretary of Youth.

#### **2. Divisions**

**903.** The ministries of the General Department of Youth are threefold:

(1) **The division of Christian Youth Crusaders (CYC)**, a program of training, activity, and fellowship for children through grade six (cf. 383-384; 594; 906:3).

(2) **The division of Wesleyan youth** on general, district, and local levels known organizationally as Wesleyan Youth (WY). Full details concerning the operation of WY are given in 1271-1327.

(3) **The division of young adult ministries** through which The Wesleyan Holiness Church maintains contact with its youth in their post high school years including Young Adults International and persons in the armed forces and on college campuses, and seeks to win and hold them to Christ and the Church, and trains them for effective witness in their immediate environment and in their future service within the Church (385; 596).

### 3. General Secretary of Youth

**905.** The General Secretary of Youth is elected by the General Conference as a general official (169; 176:2; 650:17; 711), and is an *ex officio* member of the General Conference (602:1c), the General Board of Administration (678: 1), and the Interdepartmental Cabinet (768). The term of service, amenability, and other regulations for this office are given in 712-718.

**906.** The General Secretary of Youth shall administer the General Department of Youth in all of its divisions in accord with *The Discipline*, the *Policy of the General Board of Administration for Youth*, and other directives of the General Board of Administration, or its Executive Board. He shall be responsible:

(1) To present all recommendations for the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(2) To institute the development of youth work philosophy, organization, administration, leadership training, and programming; to serve as chairman of the general WY executive committee, seeking its counsel on all phases of his work relating to youth ministries (908-909); and to carry out and promote the plan of youth work approved by the General Board of Administration, and through conventions, seminars, exhibits, and other approved means.

(3) To direct and promote the work of Christian Youth Crusaders — CYC (cf. 383-384; 594; 903:1).

(4) To serve as contact person for those youth in the constituency of The Wesleyan Holiness Church who are serving in the armed forces or are studying on college campuses (cf. 903:3).

(5) To represent the General Department of Youth to other denominational or interdenominational youth organizations, subject to the approval of the General Board of Administration (691:14).

(6) To preside over district WY conventions when present or to designate a representative to preside (1285:1).

(7) To cooperate with the General Secretary of Local Church Education and the General Secretary of Education and the Ministry, in all matters of overlapping concern and responsibility.

(8) To prepare an annual budget in keeping with the approved policies and procedures (691:25; 786).

(9) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Administration for election as an assistant to the General Secretary of Youth (691:31).

(10) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(11) To report to each session of the General Conference concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

#### **4. General WY Executive Committee**

**908.** The general Wesleyan Youth executive committee shall be composed of the General Secretary of Youth as chairman (906:2; 1318) and the area WY directors (1320). The area WY directors shall be nominated by the General Secretary of Youth after polling the district WY presidents and elected by the General Board of Administration for a four-year term (cf. 1320). Vacancies shall be filled by the General Board of Administration.

**909.** The general WY executive committee shall serve as an advisory body to the General Secretary of Youth concerning Wesleyan Youth and shall have other duties as set forth in 1318:2. All plans of the Committee shall be subject to the approval of the General Board of Administration 1318:2).

### **D. General Department of Education and the Ministry**

#### **1. Function**

**918.** The General Department of Education and the Ministry is responsible for coordinating the implementation of The Wesleyan Holiness Church's objectives for Christian education (886) as they relate to the training of Christian ministers, missionaries, and educators on the study course, college, and seminary levels, the development of youth in higher education for various fields of service, and continuing educational and career development for the ministers of The Wesleyan Church. The department is under the jurisdiction of the General Board of Administration and the supervision of the General Superintendents as provided for in the plan for the administrative areas and the commissions (737; 743:3-5), and shall be administered by the General Secretary of Education and the Ministry.

#### **2. General Secretary of Education and the Ministry**

**920.** The General Secretary of Education and the Ministry is elected by the General Conference as a general official (169; 176:2; 650:17; 711), and is an *ex officio*

member of the General Conference (602:1c), the General Board of Administration (678:1), and the Interdepartmental Cabinet (768), and is a member and the executive secretary of both the Committee on Chaplains (942), and the Wesleyan Educational Council (923). The term of service, amenability, and other regulations for this office are given in 712-718).

**921.** The General Secretary of Education and the Ministry shall administer the General Department of Education and the Ministry in accord with *The Discipline*, the *Policies of the General Board of Administration for Education and the Ministry*, and for the *Committee on Chaplains* (942), the *Standards for Educational Institutions* adopted by the General Board of Administration, and other directives of the General Board of Administration, and its Executive Board. His duties shall be:

(1) To present all recommendations for the General Board of Administration or its Executive Board in keeping with their approved policies and procedures.

(2) To serve as liaison between the general church and its educational institutions, representing the institutions on the General Board of Administration, informing the administrators of the schools concerning educational standards and programs adopted by the General Board, interpreting to the administrators of the schools the place and function of the schools in the life of the Church, and promoting the best of spiritual climates and the highest degree of loyalty and service to the Church on the campuses of the institutions.

(3) To serve as coordinator of the general educational institutions, under the direction of the General Board of Administration and in cooperation with the Wesleyan Educational Council (923), helping the various schools to complement each other and assisting the institutions in each educational area to work out cooperative programs in church visitation, financial campaigns, and student recruitment.

(4) To interpret to the membership of the Church the distinctive services rendered by the educational institutions and their function in the Church.

(5) To assist in the preparation of the charters and bylaws of the general educational institutions, and of amendments to the same (cf. 928).

(6) To attend such meetings of the boards of trustees of the several general educational institutions as time will permit, and to receive a copy of the minutes of all meetings of the boards of trustees. He shall review the actions of the various boards in the light of the basic principles for the educational institutions of The Wesleyan Holiness Church (926), the charters of the institutions, and the *Standards for Educational Institutions* adopted by the General Board of Administration, and make any necessary recommendations to the institutions or to the General Board of Administration.

(7) To receive annual reports from the general educational institutions and to prepare a digest of these reports for presentation to the General Board of Administration and the various institutions, and to carry on such other research and study projects as are ordered by the General Board.

(8) To serve as consultant to the various institutional administrators, visiting the campuses as needs require and time permits, holding workshops on individual campuses or leading conferences involving like institutions, providing for the sharing of educational resources and planning.

(9) To be a member and executive secretary of the Wesleyan Educational Council (923).

(10) To develop a placement service which will facilitate the finding and employment of qualified faculty members.

(11) To seek bequests, trusts, annuities, and other contributions from benevolent foundations and other donors for the financial support of the Church's educational institutions.

(12) To administer all general church financial aid programs for ministerial education (cf. 691:47,48; 771; 778:1; 779:1; 784; 784:3).

(13) To promote the enlistment and preparation of candidates for the ministry; to develop basic courses of study (cf. 691 :47; 1148; 1151-1152); to provide for the direction of the Ministerial Study Course Agency (940-941); to develop questionnaires for use by district boards of ministerial standing in examining candidates for licensing, ordaining, and commissioning (cf. 537:1; 691:50); to develop varying programs of continuing education for the elders' spouses, commissioned ministers and spouses, and commissioned special workers of The Wesleyan Holiness Church, subject to the approval of the General Board of Administration (691:47; 1153).

(14) To cooperate with the General Secretary of Local Church Education and the General Secretary of Youth.

(15) To serve as educational consultant for all general departments, auxiliaries, and agencies of the Church which carry on educational activities through organized educational institutions.

(16) To maintain denominational relationships with appropriate educational agencies outside the Church, as approved by the General Board of Administration (691:14).

(17) To prepare an annual budget for his department in keeping with the approved policies and procedures.

(18) To submit, when such an office has been authorized by the General Board of Administration, one or more nominations to the General Board of Administration for election as an assistant to the General Secretary of Education and the Ministry (691:31).

(19) To employ such personnel as are necessary to the carrying out of his duties, subject to the limitations of the annual budget and personnel policies adopted by the General Board of Administration.

(20) To report to each session of the General Conference concerning his official duties (650:7), annually to the General Board of Administration concerning his official duties and personal ministry (691:23), and at other times as required.

### **3. Wesleyan Educational Council**

**923.** The Wesleyan Educational Council shall consist of the General Secretary of Education and the Ministry, who shall serve as its executive secretary (921:9), and the president and chairman of the board of trustees for each general educational institution (934). The Council shall serve as an advisory body to the General Secretary of Education and the Ministry.

### **E. Educational Institutions**

## **1. Ownership and Control**

### **a. Basic Principles**

**926.** The educational institutions of The Wesleyan Holiness Church shall be governed in harmony with these principles:

(1) All schools, in fulfilling the mission of The Wesleyan Holiness Church, shall seek to produce Christian workers and committed laymen for the church of Jesus Christ. The Church recognizes that more than one type of educational institution will be needed. Some institutions will devote themselves primarily to the preparation of full-time Christian workers for the Church. Some colleges, recognizing the God-given mandate to explore and bring under dominion the whole range of knowledge for the glory of God and the good of mankind (Gen. 1:26-28; 9:1-7; Matt. 6: 10; I Cor. 3:21b-23; II Cor. 10:5; I Tim. 4:4-5), will offer a Christian liberal arts program. Some Christian young people will use such a curriculum as training for full-time, church-related vocations or as the foundation for graduate training for such vocations; some to prepare for other vocations in which they have been called to serve Christ, His church, and His world.

(2) The Church and all its schools shall work in the closest harmony. In its legislative assemblies, the Church defines its faith. In its classrooms, the Church studies, expounds, and defends its faith. In the congregation, the church worships its Lord and proclaims its faith. To safeguard the doctrinal purity of the Church, it shall be required that all schools maintain and promote the doctrinal position of the Church as set forth in its Articles of Religion, Membership Commitments, and Elementary Principles. Any person employed on the administrative staff or faculty of an educational institution of The Wesleyan Holiness Church must affirm his adherence to the doctrine of entire sanctification and other doctrines of The Wesleyan Holiness Church as set forth in the Articles of Religion.

(3) In establishing its educational institutions, and in guiding their life and work, The Wesleyan Holiness Church seeks to provide the highest possible quality of Christian education for its own young people and for other young people who wish to study under its auspices without regard to race, national origin, or sex (131:17; 176:3d).

### **b. Lines of Authority**

**928.** Ultimate authority over the educational institutions of The Wesleyan Holiness Church rests with the General Conference (cf. 650:13). In practice this authority is delegated to the General Board of Administration and consists of the following:

(1) Authority to provide for and deal with all matters pertaining to charters and bylaws.

(2) Provision for boards of control in keeping with 172:2.

(3) The adoption and revision of such *Standards for Educational Institutions* as the General Board of Administration shall deem to be wise.

(4) The General Board of Administration is not empowered or authorized to contravene, override, or set aside a decision of a college board of trustees except as is provided and specifically stated in 928:1-3.

## **2. General Educational Institutions and Curricular Offerings**

**934.** The general educational institution of The Wesleyan Holiness Church is Caribbean Wesleyan College, Torrington, Westmoreland, Jamaica. It offers a two-year terminal Bible and Christian Education certificate curriculum and a four-year Bible and Christian Ministries certificate and diploma curriculum.

**935.** It shall maintain a curriculum which satisfies the educational requirements for ordination as an elder by The Wesleyan Holiness Church.

## **3. Financial Support**

**938.** The financial support of the general educational institutions of The Wesleyan Church shall be provided for as follows:

(1) The United Stewardship Fund-General Fund (778). The USF-General Fund shall include provision for the General Department of Education and the Ministry (918), the Ministerial Study Course Agency (940-941), the Wesleyan Seminary Foundation (939), the Wesleyan Educational Council (923), and the subsidizing of ministerial training (cf. 778:1).

(2) The United Stewardship Fund-Educational Institutions Fund (779). The USF-Educational Institutions Fund shall provide for the support of the approved general educational institutions (cf. 934; 971 -979).

(3) Special Offerings. Each general educational institution shall supplement its income through deputational work, solicitations, and special offerings (cf. 784:3).

## **F. Educational Agency**

### **Ministerial Study Course Agency**

**940.** Ministerial training within The Wesleyan church will ordinarily take place in one of the approved educational institutions. However, for those persons whose circumstances make such institutional education impossible in whole or in part, the General Board of Administration shall provide correspondence courses of study. The correspondence courses shall also be open to others who wish to prepare for Christian service. (Cf. 1151-1152.)

**941.** The Ministerial Study Course Agency shall be maintained at the denominational headquarters to centralize and standardize the keeping of records on all students for the various ministries recognized by The Wesleyan Church and the administering of the correspondence study courses for those ministries (1151-1152). It shall be directed by the General Secretary of Education and the Ministry (921:13). His duties in this connection shall be:

(1) To maintain records on all students for the various ministries recognized by The Wesleyan Church, whether enrolled in educational institutions or in correspondence courses (1150: 1-3), and including students of the lay minister's course of study (1152:4; 1180), commissioned minister's course of study (1117:1b; 1152:3); the pre-ordination course of study (1113:2; 1115:1; 1119:3; 1152:1), the courses of study for specialized ministries (1152:2), and the special workers' courses of study (1152:5; 1188-1189). The records shall include transcripts, grades, courses finished, and current standing. The Agency shall exchange needed information with the educational institutions and the local and district boards directing the students issuing an annual report concerning progress for the year and current standing to each student, a similar report on each student of the lay minister's course of study to his local board of administration, and a similar report on each student recognized by his district to his district board of ministerial standing prior to the session of the district conference (cf. 535:2; 537:2; 1113:2; 1188).

(2) To provide a correspondence course for each course required in each course of study, securing the services of a qualified instructor and approving his choice of textbooks and study plans, providing for the registration of students properly authorized to use the correspondence courses (cf. 1150:3), and providing study guides and instructions as well as examinations which shall be administered through an ordained minister whenever possible (cf. 1151).

(3) To provide suitable transcripts and to issue certificates upon the satisfactory completion of the work assigned (cf. 1851).

(4) To evaluate any training taken outside the institutions and agencies of The Wesleyan Church by a student for one of the ministries recognized by The Wesleyan Church, to judge the equivalence of such outside training to the appropriate course of study, and to report his conclusions and recommendations to the appropriate local board of administration or district board of ministerial standing (1119:3; 1128:4; 1150:4; 1189).

### **G. Committee on Chaplains**

**942.** The Committee on Chaplains shall consist of five members as follows: a General Superintendent assigned by the General Board of Administration as chairman; the General Secretary of Education and the Ministry as executive secretary; and three members elected by the General Board of Administration (691:15). The Committee on Chaplains shall carry out its work under the direction of the General Board of Administration.

## **Chapter VIII**



## BOUNDARIES

### A. District Boundaries

**951.** The boundaries of an established district, mission district, or pioneer district shall be defined by the General Conference, or, in the interim of its sessions, by the General Board of Administration as set forth in 161 403; 410; 418; 420; 424-425; 430-431; 650:10-11; 691:51.

**952.** The boundaries of the districts in the Caribbean are:

(1) The *Antigua District* shall include the islands of Antigua, Barbuda, Dominica, and Montserrat.

(2) The *Barbados District* shall include the islands of Barbados and St. Vincent.

(3) The *Cayman Islands District* shall include the islands of Grand Cayman, Cayman Brac, Little Cayman, and Swan Island.

(4) The *Curacao District* shall be the island of Curacao.

(5) The *Eastern Jamaica District* shall include the parishes of Kingston, St. Andrew, St. Thomas, Portland, St. Mary and St. Catherine (GBA126/2;127/2)

(6) The *Northern Jamaica District* shall include the parishes of St. James, Trelawny and St. Ann.(GBA -126/2; 127/2)

(7) The *St. Kitts District* shall include the islands of St Kitts, Nevis, Anguilla, Saba, and St. Martin. (GBA -142/2:8).

(8) The *St. Lucia District* shall be the island of St. Lucia. (GBA□237)

(9) The *Trinidad and Tobago District* shall include the islands of Trinidad and Tobago

(10) The *Virgin Islands District* shall include the U.S .and the British Virgin Islands.

(11) The *Western Jamaica District* shall include the parishes of Hanover, Westmoreland, St. Elizabeth, Manchester and Clarendon (GBA.-126/2; 127/2)

### B. Representative Area Boundaries

**961.** The **NORTHWESTERN REPRESENTATIVE AREA** shall include the Cayman Islands, Eastern Jamaica, Northern Jamaica, and Western Jamaica Districts.

**963.** The **CENTRAL REPRESENTATIVE AREA** shall include the Antigua, St.Kitts, and Virgin Islands Districts.

**965.** The **SOUTHWESTERN REPRESENTATIVE AREA** shall include the Barbados, Curacao, St. Lucia, and Trinidad and Tobago Districts.

### C. General Conference Boundaries

**995.** The **WESLEYAN HOLINESS CHURCH** shall include all of the West Indies with the exception of the Bahama Islands, Cuba, Haiti, and Puerto Rico.

## PART V.

### WORLD ORGANIZATION

#### Chapter 1

##### BASIC PRINCIPLES

**1001.** The Wesleyan Church, in the fulfillment of its mission to spread scriptural holiness throughout the world (75-76), recognizes the following as basic principles for its worldwide organization:

(1) The objective of Wesleyan world missions, as set forth in 826, is to establish an indigenous church wherever possible which shall be a fully responsible and effective body, functioning as a part of The Wesleyan Church worldwide.

(2) The church in any certain field or area shall become a fully responsible unit of the world organization of The Wesleyan Church when authorization is granted for such a church to be governed by its own regional or national general conference as set forth in 1010-1011.

(3) There is a statement of faith and practice known as the Essentials of The Wesleyan Church which serves as a bond for all Wesleyan churches around the world. This statement is incorporated in the Charter of the Wesleyan World Fellowship (cf. 91).

(4) The church in each field or area under the General Department of World Missions shall endeavor to establish its own indigenous pattern of government, since it is recognized that variations in local conditions, cultural patterns, governmental regulations, and other factors require local adaptations in the organizational structure of the church. Care shall be taken to avoid the establishing of an organization that is foreign or not readily understood by the nationals.

(5) The organization and government of the various units under the General Department of World Missions (868) shall be set forth in the Policy of the General Board of Administration for World Missions, and a discipline or similar document for the governing of each unit shall be approved by the General Board of Administration (691:41). The Policy, disciplines, and other such documents shall be in keeping with *The Discipline* but shall allow for adaptations as set forth in 1001:1-4, 6.

(6) It shall not be the purpose of The Wesleyan Holiness Church to keep national churches under the paternal care of the parent body, but to develop a commonwealth or fellowship of strong churches that are aggressive in working together for the evangelization of the world.

## Chapter 11

### GENERAL CONFERENCES

**1005.** The Caribbean General Conference shall be composed of all pioneer districts, mission districts, and established districts in the Caribbean and such other units as it shall receive.

#### A. Provisional General Conference

**1007.** A provisional general conference may be authorized by the North American General Conference (650:10), or, in the interim of its sessions by the General Board of Administration (691:41), when it meets the minimum requirements as provided for in 1008 and when it is deemed wise to do so. The authorizing act shall set forth the boundaries and official name of the provisional general conference.

**1008.** The minimum requirements for a provisional general conference are:

- (1) An effective church organization on the local, district, and/or general levels.
- (2) Effective programs for the nurture and training of members, new converts, children, young people, and lay workers.
- (3) An effective program for ministerial training.
- (4) Evidence of responsible stewardship of life and possessions, including the proper management of funds and the provision for the support of its own pastors, workers, and officers.
- (5) A definite program of evangelism, church extension, and missionary outreach on an indigenous basis.
- (6) A discipline approved by the General Board of Administration (691:41).
- (7) A recommendation for such status from the General Secretary of World Missions.

**1009.** A provisional general conference shall have authority to elect its own officers, and to adopt such rules and regulations as are deemed necessary for the church within its bounds, provided that such are in harmony with the Essentials of The Wesleyan Church and *The Discipline* for that provisional general conference as approved by the General Board of Administration. The actions of a provisional general conference shall be subject to the approval of the General Board of Administration (691:41).

#### B. General Conference

**1010.** A provisional general conference may be advanced to the status of a general conference by the authority of the North American General Conference (650:10) when it meets the following requirements:

(1) A satisfactory record as a provisional general conference for at least four years.

(2) The existence of a property-holding body, or more than one such body, if required by local laws.

(3) Acceptance of the Essentials of The Wesleyan Church.

(4) A recommendation from the General Board of Administration (cf. 691:41).

**1011.** A general conference shall have full power over The Wesleyan Church in its assigned territory, subject to the charter of the Wesleyan World Fellowship and other regulations for the world organization of The Wesleyan Church as shall be legislated and declared from time to time (cf. 1015-1017).

### **C. General Conference Interrelations**

**1013.** The relationships between general conferences shall be supervised by the General Council of the Wesleyan World Fellowship and the International Board of Review as set forth in the Charter of the Wesleyan World Fellowship.

## **Chapter III**

### **WESLEYAN WORLD FELLOWSHIP**

**1014.** There shall be a Wesleyan World Fellowship for the purpose of promoting worldwide holiness evangelism in keeping with the mission of The Wesleyan Church (75-76), the coordinating of the activities of The Wesleyan Church worldwide, the promoting of a closer fellowship and mutual understanding, and the providing of a means for joint planning and cooperative action among all areas and general conferences of The Wesleyan Church.

**1015.** The Wesleyan World Fellowship shall consist of those bodies which have originated in or which have affiliated with The Wesleyan Church which adhere to the Essentials of The Wesleyan Church and other provisions of its Charter.

**1016.** The Wesleyan World Fellowship shall function through its general council composed of representatives from each general conference, each provisional general conference, and each mission unit functioning under a missions department. The number of representatives from each unit shall be determined according to the number of members, with due regard to the principle of lay representation.

**1017.** The Wesleyan World Fellowship shall be organized and governed in accord with its Charter.

## **PART VI. MINISTRY**

### **Chapter I**

#### **MINISTERIAL ORDERS AND REGULATIONS**

##### **A. Meaning of Ministry**

**1101.** Ministry in the Christian context means service. It is a term which has been lifted out of the commonplace through the modeling of the Lord Jesus Christ, who is identified in both the Old and New Testaments as the Servant or Minister of God and man. His service involved His humiliation in the incarnation, His self-forgetful teaching and healing activity, and His shameful suffering and death on the cross for the

redemption of the human race. Our Lord also chose this term to characterize the activity of His followers in obedience to His commands and mission. He called all members of His body to a general or corporate ministry which would glorify Him, edify the church, and evangelize the world. And He made such possible through imparting to each believer one or more gifts of the Spirit (I Cor. 12:7-27) in order that each member might participate in the work of the ministry and contribute his part to the growth and development of the whole body (Eph. 4:1 1-16).

## **B. Qualifications and Call of the Specialized Minister**

**1102.** While God, through the ministry of the Holy Spirit, assigns to each believer a part in the general or corporate ministry of the church, He also calls some to a specialized or representative type of ministry. As Christ called unto Him whom He would, chose and ordained His twelve apostles "that they should be with him, and that he might send them forth to preach" (Mark 3:14), so He still calls and sends forth His messengers to be servants of the servants who make up the whole church. And as the Holy Spirit impresses this call upon the individual involved, He also confirms the call through the Church. It is the responsibility of the Church both to recognize and endorse God's call, providing for the training and employment of those He selects, and to respect the office of the specialized ministry by refusing its exercise to those not called of God. The Church's endorsement may be limited to a probationary period, taking the form of a license, or it may be granted on a more permanent basis, taking the form of commissioning or ordination.

**1103.** The Wesleyan Holiness Church believes that four marks will concur in the person whom God has called: grace, gifts, fruit, and an abiding sense of a divine call. All candidates for ministerial license, commission, or ordination shall be examined concerning each of these marks:

(1) As to grace, are they converted? are they entirely sanctified? are they manifesting the fruit of the Spirit? are they worthy examples to the church and to the world?

(2) As to gifts, are they able to think clearly? to understand and communicate clearly matters related to salvation? to speak persuasively? to practice loving care? to provide leadership?

(3) As to fruit, have any been truly convicted of sin and converted to God through their ministry? and have believers been edified?

(4) As to an abiding sense of a divine call, can they testify to a continuing and increasing conviction that they have been chosen by God for a specialized and representative ministry?

**1104.** Any person sustaining a marriage relation contrary to the Scriptures and the Membership Commitments (131:10; 187:6; 1129; 1140) shall be ineligible for licensing, commissioning, or ordination in The Wesleyan Holiness Church.

## **C. Ministerial Student and Candidate**

**1110.** Those pursuing ministerial studies under the direction of the district board of ministerial standing shall include those licensed as ministerial students and ministerial candidates as follows:

(1) **Ministerial Student.** A full member of The Wesleyan Holiness Church who has been recommended by his local church conference to study under the direction of the district but does not qualify for license as a ministerial candidate may be licensed as a ministerial student (539:IV:B), if recommended by the district board of ministerial standing (cf. 1170:3). This license may be renewed as long as he continues to study under the direction of the district, or until he becomes a ministerial candidate or a licensed minister.

(2) **Ministerial Candidate.** A full member of The Wesleyan Holiness Church who believes that he is called of God to be a minister (cf. 1101-1103) may be granted a license as a ministerial candidate by meeting the following requirements in order:

(a) Membership in a local Wesleyan Holiness church within the district granting the license.

(b) Recommendation from his local church conference to the district conference for license as a ministerial candidate (274:8).

(c) Enrollment in full-time study in a Wesleyan educational institution, approved seminary, or the pursuit of full-time study in the Ministerial Study Course Agency either by correspondence or by work in a college along with correspondence, in preparation for ordination (see 1170:2).

(d) Readiness to pursue his studies with all diligence until completed; to prepare for ordination; and to give himself wholly to the ministry in The Wesleyan Holiness Church when studies are completed.

(e) Examination by the district board of ministerial standing (537:2) relative to his qualifications for the ministry (cf. 1101-1103) including his personal religious experience, ministerial call, and evidence thereof, and its recommendation to the district conference for the granting of the license (537:5).

(f) Recommendation by the district board of administration for his appointment as a ministerial candidate (1170:2) and its adoption by the district conference (473:26c; 486:9c; 537:2).

(g) Issuance and signing of the license by the district superintendent and the district secretary (1833).

(3) **Renewing a License for a Ministerial Candidate.** The license for a ministerial candidate may be renewed annually by meeting the following requirements:

(a) The reports from both the ministerial candidate and the Ministerial Study Course Agency show that progress has been made in the course of study.

(b) The ministerial candidate shows readiness to continue his studies in preparation for ordination in The Wesleyan Holiness Church (1170:2), or, for one having just completed the course of study, to take an appointment within the coming year.

(c) The proper reports have been made (1110:5).

(4) **Rights of a Ministerial Candidate.** As long as a ministerial candidate qualifies for and receives a license as a ministerial candidate, he shall have the right:

(a) To preach the gospel.

(b) To be a nonvoting member of the district conference (440:4).

(c) To transfer from one district to another in the same manner as a special worker (1110:6d; 1190).

(d) To have recourse, even if under discipline, to a proper court of jurisdiction in any matters involving complaint against his character or ministerial conduct and to appeal the decision of such court (155:4; 158:7; 1570; 1576-1580).

(5) **Duties of a Ministerial Candidate.** A person holding a license as a ministerial candidate shall be responsible to report annually to the district board of ministerial standing as to his progress in his studies (537:2) and on the proper annual service report form (537:7); and to report to the district superintendent and the board of ministerial standing at other times as required

(6) **Regulations for a Ministerial Candidate.**

(a) A ministerial candidate is amenable to the district which grants his license, and his license may be revoked between sessions of the district conference by judicial process as set forth in 1576-1580.

(b) A ministerial candidate's credentials shall consist of his license, signed annually by the district superintendent and the district secretary (1833), and an annual pocket certificate of standing, issued and signed by the district secretary (1853).

(c) A ministerial candidate from another denomination will need to qualify for such license in The Wesleyan Church as set forth in 1110:2.

(d) A ministerial candidate, when transferring his district membership (cf. 1110:4c; 1127: 1), in addition to a letter of transfer, shall be supplied by the district superintendent and the district board of ministerial standing with a properly attested statement of his standing in the ministerial study course.

#### **D. Licensed Minister**

**1111. Identification.** A licensed minister is one whose ministerial calling and gifts have been formally recognized by a district conference, through the granting of a ministerial license, authorizing him for and appointing him to actual service in the ministry, subject to supervision and evaluation, as a step toward ordination as an elder. A licensed minister may be a former ministerial student or candidate who has qualified for and been appointed to regular service in one of the categories listed in 1156- 1168.

**1112. Granting a District Ministerial License.** A full member of The Wesleyan Church who believes that he is called of God to be a minister (cf. 1101-1103), may be granted a district ministerial license by meeting the following requirements in order:

(1) Membership in a local Wesleyan Holiness church within the district granting the license.

(2) Satisfactory service as a ministerial student or candidate in The Wesleyan Holiness Church for at least one year.

(3) Certificate from the Ministerial Study Course Agency showing completion of a minimum of introductory Old and New Testament studies, an introduction to Wesleyan doctrine, and studies in the history of The Wesleyan Holiness Church and *The Discipline* (1851; cf. 1150:4; 1152: 1).

(4) Recommendation from his local church conference to the district conference for a district ministerial license (274:8).

(5) Readiness to accept the district conference's appointment to active service in one of the categories listed in 1156-1168; to pursue his studies with all diligence until completed; to prepare for ordination; and to give himself wholly to the ministry.

(6) Examination by the district board of ministerial standing (537:1) relative to his qualifications for the ministry and for a district ministerial license (cf. 1101-1103, 1112:1-5), including his personal religious experience, ministerial call and evidence thereof, matters of education, doctrine, and practice, and circumstances of personal, family, and business life which bear upon the ministry; and subsequent recommendation by the district board of ministerial standing to the district conference for the granting of a district ministerial license (537:5).

(7) Recommendation by the district board of administration for his immediate appointment to one of the categories of service listed in 1156-1168.



(8) Adoption by the district conference of the separate recommendations of the district board of ministerial standing (1112:6) and of the district board of administration (1112:7).

(9) Issuance and signing of the license by the district superintendent and the district secretary (1833; cf. 511:23, 517:4).

**1113. Renewing a District Ministerial License.** A district ministerial license is effective for one year only, and authority to carry on the office and work of a minister under such a license shall cease unless it is renewed annually by the district conference until such time as the holder of the license is commissioned or ordained to the ministry. A minister may be granted renewal of his ministerial license by meeting the following requirements:

(1) Satisfactory service under his previous appointment, including loyalty to and compliance with the rules of The Wesleyan Holiness Church and of the district, and including the proper filing of reports. If a licensed minister fails to file his annual service report (541), unless such failure is due to illness, injury, or a similar emergency, his license shall not be renewed (cf. 537:8).

(2) Confirmation through the annual report of the Ministerial Study Course Agency that he has completed at least two courses in the pre-ordination study course (1152:1). The pre-ordination study course must be completed within seven years of service under a ministerial license. The ministerial license shall not be renewed beyond the seventh year (cf. 1117).

(3) Agreement to continue under district appointment to one of the categories of service listed in 1156-1168 or for one having completed the course of study for ordination, to take an appointment, within the coming conference year.

**1114. Rights of a Licensed Minister.** As long as a minister qualifies for and receives a district ministerial license, he shall have the right (cf. 158):

(1) To preach the gospel (158:1), and, when appointed as a pastor or full-time associate or assistant pastor of a Wesleyan Holiness church, to administer baptism and the Lord's Supper, to perform all parts of divine worship, and to solemnize the rite of matrimony wherever local laws will permit.

(2) To contract the pastoral relationship with local Wesleyan Holiness churches subject to the approval of the district conference and other regulations of *The Discipline* (158: 3).

(3) To enjoy, if appointed as a pastor, the use for religious meetings of the church building or buildings of the pastoral charge to which he has been assigned by the district conference (158:4); and to serve his assigned pastoral charge without interference by unauthorized activities of another minister of The Wesleyan Holiness Church (158:5; cf. 1132-1133).

(4) To be a voting member of the district conference if he is an elder-elect or if he is the pastor or a full-time associate/assistant pastor of a Wesleyan Holiness church in that district (161; 438:2-4). He is a nonvoting member if otherwise classified or appointed (440:3). He is eligible for election to any office not restricted to elders or lay persons.

(5) To transfer in the manner prescribed by *The Discipline* from one district to another, subject to the concurrence of the district superintendent and the General Superintendent over the district to which he seeks to transfer (158:6; cf. 1116:3; 1126; 1127:1).

(6) To have recourse, even if under discipline, to a proper court of jurisdiction in any matters involving complaint against his character or ministerial conduct and to appeal the decision of such court (158:7; 1570; 1576-1580).

**1115. Duties of a Licensed Minister.** A person holding a district ministerial license shall be responsible:

(1) To enroll in the pre-ordination study course (1152:1); under the Ministerial Study Course Agency and his district board of ministerial standing, and to pursue the study course with all diligence until completed, either through a program of ministerial training at one of the Wesleyan educational institutions, or through correspondence courses from the Ministerial Study Course Agency (cf. 1151).

(2) To serve his district faithfully under whatever appointment he may receive, seeking to complete the service requirements for ordination as quickly as possible.

(3) To report annually to the district conference on the appropriate service report form (cf. 541; 1113:1), and to the district superintendent and the board of ministerial standing as required (cf. 294:32).

**1116. Regulations for a Licensed Minister.**

(1) A licensed minister is amenable to the district which grants his license, and his license may be revoked between sessions of the district conference by judicial process as set forth in 1576-1580.

(2) A licensed minister's credentials shall consist of his license, signed annually by the district superintendent and the district secretary (1112:9; 1833), and an annual pocket certificate of standing, issued and signed by the district secretary (1853).

(3) A licensed minister, when transferring his district membership (cf. 1127:1), in addition to a letter of transfer, shall be supplied by the district superintendent and the district board of ministerial standing with a properly attested statement of his standing in the pre-ordination study course and of his record of service under the appointment of the district conference.

## **E. Commissioned Minister**

**1117. Identification.** A commissioned minister is one who has demonstrated calling, gifts, and usefulness, who has served six or more years as a licensed minister, who because of age, aptitude, or other extenuating circumstances and after counsel with and agreement by the district board of ministerial standing chooses not to pursue full ministerial standing as an elder, and who has been separated to the service of Christ by the vote of a district conference and by a commissioning service and thus has been invested with those functions of the Christian ministry essential to his level of service. He shall be subject to the following regulations:

(1) **Qualifications for Commissioning.** A licensed minister of The Wesleyan Holiness Church who has an abiding conviction of Cod's call to be a minister (cf. 1101-1103) may be commissioned as a minister by meeting the following requirements in order:

(a) Satisfactory service under a district ministerial license with appointment by the district for a minimum of six years (cf. 1113:2).

(b) Certification from the Ministerial Study Course Agency that the commissioned minister's course of study or its equivalent has been completed (1152:3).

(c) Recommendation of the district board of ministerial standing after consultation with the district board of administration (cf. 1117: 1).

(d) Election by the district conference by a majority vote to a commissioned minister's status (473:29).

(e) Public service of commissioning (1731ff.), in which he shall witness to his Christian experience, his conviction of a divine call to the ministry, his commitment to the doctrines and practices of The Wesleyan Holiness Church and his loyalty to The Wesleyan Holiness Church, after which he shall be separated to the Christian ministry through the laying on of hands in the person of the General Superintendent (743:14) or in his absence, the district superintendent (511 :23), and a Council of Ordination (546).

(f) Issuance and signing of a commission by the General Superintendent over the district, the district superintendent, and the district secretary (1835).

**(2) Rights of a Commissioned Minister.** As long as a commissioned minister maintains his spiritual life, moral character, and faithful ministry which first qualified him for commissioning, and as long as he is neither under discipline nor expelled from the ministry, he shall have the right (158):

(a) To preach the gospel and to administer baptism and the Lord's Supper, to perform all parts of divine worship, and to solemnize the rite of matrimony wherever local laws will permit (158:1).

(b) To be eligible for election to any office not restricted to elders or lay persons. He shall not be eligible for election as district superintendent, assistant district superintendent, member-at-large on district board of administration, member of the district board of ministerial standing, nor as a delegate to General Conference.

(c) To contract the pastoral relationship with local Wesleyan Holiness churches subject to the approval of the district conference and other regulations of *The Discipline* (158:3; 163:1-2).

(d) To enjoy, if appointed as a pastor, the use for religious meetings of the church building or buildings of the pastoral charge to which he has been appointed by the district conference (158:4); and to serve his pastoral charge without interference by unauthorized activities of another minister of The Wesleyan Holiness Church (158:5; cf. 1132-1133).

(e) To be a voting member of the district conference if pastoring a Wesleyan Holiness church or serving as a full-time associate or assistant pastor of a Wesleyan Holiness church, (161; 438:3) or a nonvoting member of the district conference if appointed to some other category of service or in the process of transfer (161; 440:3).

(f) To transfer in the manner prescribed by *The Discipline* from one district to another, subject to the concurrence of the district superintendent and the General Superintendent over the district to which he seeks to transfer (158:6; 1126; 1127:1).

(g) To have recourse, even if under discipline, to a proper court of jurisdiction in any matters involving complaint against his character or ministerial conduct and to appeal the decision of such court (158:7; 1570; 1576-1580).

**(3) Duties of a Commissioned Minister.** A commissioned minister shall be responsible:

(a) To devote himself without reservation to the Christian ministry, following the leadership of the Holy Spirit and the appointment of the district conference in determining and occupying his field of service.

(b) To report annually to the district conference on the appropriate service report form (cf. 541; 1117:4c), and to the district superintendent as required (cf. 294:32).

(c) To place his credentials on file voluntarily with his district superintendent if he ceases for an extended period to serve in one of the categories of the ministry listed in 1156-1166 (cf. 1137-1138).

(d) To surrender voluntarily his credentials if he is guilty of an offense which would disqualify him from service as a commissioned minister (cf. 1137; 1139-1140).

#### **4) Regulations for a Commissioned Minister.**

(a) A commissioned minister is amenable to the district of which he is a member, and he may be deposed from the ministry and ordered to surrender his credentials by judicial process as set forth in 1576-1580

(b) A commissioned minister's credentials shall consist of his commission (1835), and an annual pocket certificate of standing, issued and signed by the district secretary (1853).

(c) A commissioned minister who fails to file his annual service report (541) for two successive years, shall be notified by the district board of ministerial standing, and requested to report at the next session of the district conference. If he then fails to report, he shall be declared withdrawn from the district, and his name shall be so entered upon the minutes of the district conference.

(d) When a commissioned minister surrenders his commission because he is guilty of an offense (1117:3d), or is ordered to surrender it after due judicial process (1580:4), it shall be lawful to publish such fact in *The Wesleyan Holiness Advocate*.

## F. Elder

**1118. Identification.** An elder is a minister whose calling, gifts, and usefulness have been demonstrated and enhanced by proper training and experience, and who has been separated to the service of Christ by the vote of a district conference and by the solemn act of ordination (1711-1720) and thus has been fully invested with all the functions of the Christian ministry.

**1119. Qualifications for Ordination.** A licensed minister of The Wesleyan Holiness Church who has an abiding conviction of Cod's call to be a minister (cf. 1101-1103) may be ordained as an elder by meeting the following requirements in order:

(1) Membership in a local Wesleyan Holiness church within the district granting ordination.

(2) Satisfactory service for two years subsequent to completion of the pre-ordination study course, except for those who have been under appointment and supervision during the years spent completing said course of study. This service must be full-time (as determined by the district board of ministerial standing) in one of the categories of service listed in 1156-1168. At least one of the years must have been in The Wesleyan Holiness Church within the district in which he is to be ordained except as hereinafter provided. In the case of a ministerial student graduating from a three-year divinity course at an approved seminary the service requirement is for one year. If ordination is to be in a district other than the one in which the service requirement was met, the district board of ministerial standing of the appointing district must recommend the candidate to the ordaining district.

(3) Certificate from the Ministerial Study Course Agency showing completion of the pre-ordination course of study or of its equivalent (1851; cf. 1150:4; 1152:1).

(4) Examination by the district board of ministerial standing relative to his qualifications for the ministry and for ordination (cf. 1101-1103; 1119:1-3), including his personal religious experience, ministerial call and evidence thereof, matters of education, doctrine, and practice, particularly his personal commitment without reservation to each of the Articles of Religion and the Membership Commitments and his loyalty to The Wesleyan Holiness Church, and circumstances of personal, family, and business life which bear upon the ministry; and a subsequent report by the district board of ministerial standing to the district conference (537: 1, 5).

(5) Election by the district conference to elder's orders (473:28). In case of an emergency, a candidate who has been recommended by the district board of ministerial standing may be elected to elder's orders by the district board of administration in the interim of the sessions of the district conference (486:34).

(6) Public service of ordination (1711-1720), in which he shall witness to his Christian experience, affirm his conviction of a divine call to the ministry, his commitment to the doctrines and principles of The Wesleyan Holiness Church, and his loyalty to The Wesleyan Holiness Church, after which he shall be separated to the Christian ministry by the Church through the laying on of hands in the person of the General Superintendent (if present, cf. 743:14), the district superintendent (511:23), and a council of ordination (546).

(7) Issuance and signing of a certificate of ordination by the General Superintendent, district superintendent, and district secretary (1836).

**1121. Rights of an Elder.** As long as an elder maintains his spiritual life, moral character, and faithful ministry which first qualified him for ordination, and as long as he is neither under discipline nor expelled from the ministry, he shall have the right (cf. 158):

(1) To preach the gospel and to administer baptism and the Lord's Supper, to perform all parts of divine worship, and to solemnize the rite of matrimony (158:1).

(2) To be eligible for election to any office in the Church for which elders are eligible (158:2).

(3) To contract the pastoral relationship with local Wesleyan Holiness churches subject to the other provisions of *The Discipline* (158:3).

(4) To enjoy, if appointed as a pastor, the use for religious meetings of the church building or buildings of the pastoral charge to which he has been assigned by the district conference (158:4); and to serve his assigned pastoral charge without interference by unauthorized activities of another minister of The Wesleyan Holiness Church (158:5; cf. 1132-1133).

(5) To be a voting member of the district conference if he is under appointment, retired, on reserve, on educational leave, or a member of the district board of administration (161; 438:1; 539:I:A-D), and a nonvoting member if he is without appointment or in the process of transfer (440:1-2); and to have his conference relations changed only after careful investigation by the district board of administration, and interview if possible (486:9c).

(6) To transfer in the manner prescribed by *The Discipline* from one district to another, subject to the concurrence of the district superintendent and the General Superintendent over the district to which he seeks to transfer (158:6; cf. 1127: 1).

(7) To have recourse, even if under discipline, to a proper court of jurisdiction in any matters involving complaint against his character or ministerial conduct and to appeal the decision of such court (158:7; 1570; 1576-1580).

**1122. Duties of an Elder.** An elder shall be responsible:

(1) To devote himself without reservation to the Christian ministry, following the leadership of the Holy Spirit and the appointment of the district conference in determining and occupying his field of service.

(2) To report annually to the district conference on the appropriate service report form (cf. 541; 1123:3), and to the district superintendent as required (cf. 294:32).

(3) To place his credentials on file voluntarily with his district superintendent if he ceases for an extended period to serve in one of the categories of the ministry listed in 1156-1169 (cf. 1137-1138).

(4) To surrender voluntarily his credentials if he is guilty of an offense which would disqualify him from service as an elder (cf. 1137; 1139-1140).

### **1123. Regulations for an Elder.**

(1) An elder is amenable to the district of which he is a member, and he may be deposed from the ministry and ordered to surrender his credentials by judicial process as set forth in 1576-1580.

(2) An elder's credentials shall consist of his certificate of ordination (1119:7; 1836), and an annual pocket certificate of standing, issued and signed by the district secretary (1853).

(3) An elder who fails to file his annual service report (541) for two successive years, shall be notified by the district board of ministerial standing, and requested to report at the next session of the district conference. If he then fails to report, he shall be declared withdrawn from the district, and his name shall be so entered upon the minutes of the district conference.

(4) When an elder surrenders his certificate of ordination because he is guilty of an offense (1122:4), or is ordered to surrender it after due judicial process (1580:4), it shall be lawful to publish such fact in the columns of *The Wesleyan Holiness Advocate*.

## **C. General Regulations for Elders and Commissioned or Licensed Ministers**

### **1. Special Advice to Ministers**

**1125.** John Wesley's "Rules of a Helper" have perhaps never been excelled as counsel to ministers, whether young or old. These "Rules" are, in part, as follows:

(1) Be diligent. Never be unemployed a moment, never be triflingly employed, never while away time; spend no more time at any place than is strictly necessary.

(2) Be serious. Let your motto be, "Holiness unto the Lord." Avoid all lightness, jesting, and foolish talking.

(3) Believe evil of no one without good evidence; unless you see it done, take heed how you credit it. Put the best construction on everything. The judge is always supposed to be on the prisoner's side.

(4) Speak evil of no one, else your word especially would eat as doth a canker. Keep your thoughts within your own breast till you come to the person concerned.

(5) Tell every one under your care what you think wrong in his conduct and temper, and that lovingly and plainly as soon as may be: else it will fester in your heart. Make all haste to cast the fire out of your bosom.

(6) Avoid all affectation. A preacher of the gospel is the servant of all.

(7) Be ashamed of nothing but sin. Let your industry, as well as your humility, commend itself to all.

(8) Be punctual: do everything exactly at the time.

(9) Do not mend the rules, but keep them; not for wrath but for conscience' sake.

(10) You have nothing to do but to save souls; therefore spend and be spent in this work; and go always not only to those that desire you, but to those who need you most.

## 2. Membership of Ministers

**1126. Local Church Membership.** Each Wesleyan Holiness minister, whether ordained, commissioned, or licensed, must be a member of a local Wesleyan Holiness church (157). If he serves as a pastor, his membership is automatically transferred to the church he pastors (244:3). If he serves in some capacity other than that of a pastor, he shall hold and transfer his local church membership in the same manner as a layman. A commissioned or licensed minister must be a member of a local Wesleyan Holiness church within the district which appoints or licenses him. An elder may be a member of a local Wesleyan church outside the district where he holds ministerial membership except when regulations governing a particular appointment or office prohibit such (cf. 244:3; 492; 500).

**1127. District Membership.** An elder or a commissioned minister shall be a member of the district which appoints him to service (cf. 1117:4; 1127), and each licensed minister, ministerial candidate, and ministerial student of the district which issues his license (cf. 1110:4b; 1114:4; 1121:5). The minister's district membership shall be subject to the following regulations:

(1) If a minister desires to accept a pastoral call from a church within the bounds of another district, or if a minister not serving as a pastor desires to transfer his ministerial membership to another district, he must first notify his district superintendent and obtain the written permission of the General Superintendent and the district superintendent over the district to which he desires to transfer (158:6; 511:18; 743:15). When such has been obtained, he shall ask his district superintendent for a letter of transfer (1854; cf. 511:25) to be sent directly to the district superintendent of the district to which he is transferring (cf. 1116:4). He shall continue to be considered as a member of the former district until a reply has been received from the latter district stating that he has been duly enrolled as a member of the district conference (1855; cf. 511:25).

(2) In an emergency, an elder may serve as supply pastor of a church located within the bounds of a district other than the one in which he holds his ministerial membership (cf. 1159:1), provided that such an arrangement has the written approval of the superintendent of each district involved, and does not continue beyond the next session of the district conference in which he holds his membership without the consent of his district conference.

(3) If a minister so request, the district superintendent may grant him a letter of standing (1856; cf. 511:25), which shall terminate immediately his ministerial membership in The Wesleyan Holiness Church (cf. 1138). Such a letter of standing shall be valid for one year from the date of issuance in the case of an elder, or until the next session of the district conference from which he has withdrawn in the case of a commissioned or licensed minister.

(4) If a minister declares in writing that he has withdrawn from the Church, or if he leaves for parts unknown, or if he joins another denomination, either as a member or as a minister, or if he fails to submit his annual service report (541:1117:4c; 1123:3), the district board of administration may recommend and the district conference may order that he be declared withdrawn (cf. 1133; 1136; 1138). (Cf. 1580:2; 1597-1598.)

(5) No letters of transfer or standing shall be granted to any minister by a district superintendent until satisfactory evidence is given by the applicant that no outstanding

debts are unprovided for, and that he has honorably withdrawn from his contract for service with his church or district.

### **3. Reception of Ministers from another Denomination**

**1128. Reception of a Minister from another Denomination.** An ordained minister from another denomination, or a minister from another denomination who has been ordained to deacon's orders or who has been licensed or authorized in some manner equivalent to the commissioning or licensing of a Wesleyan minister by a district conference, may present his letter of standing or other credentials and transcripts or other records of ministerial training to the district superintendent and seek reception into The Wesleyan Holiness Church as an elder or commissioned or licensed minister, as the case may justify (cf. 486:33), according to the following procedures:

(1) He shall join a local Wesleyan Holiness church within the district.

(2) He shall be examined by the district board of ministerial standing relative to his Christian experience, call, and qualifications for the ministry as given in 1101-1103 (cf. 1117; 1119:4), the equivalence of his training to the Wesleyan course of study (1152:1-3; cf. 1150:4), and to the nature of his ordination, commission, or license. A report of the examination with records and transcripts shall be sent to the Ministerial Study Course Agency.

(3) If the district board of ministerial standing so recommends (537:3), the district conference may appoint him as an elder in process of transfer (473:29a; cf. 539:I:F; 1175), a commissioned minister in process of transfer (539:II:C; 1117; 1175), or a licensed minister in process of transfer (539:III:C; 1175), which relation shall continue for one year unless the district conference shall by vote extend it. While serving under this relation, he is a nonvoting member of the district conference (440:2, 3), may serve as a supply pastor (1159), and shall seek to correct any deficiencies in his ministerial training, particularly in Wesleyan Holiness doctrine, history, and polity. If at any time the district board of administration shall determine that it is not in the best interests of the district to continue the relation, they may by majority vote terminate the relation and any supply assignment, and thus dismiss him from all ministerial relations to The Wesleyan Holiness Church. An elder in the process of transfer shall have authority to administer the sacraments and perform marriages, while serving as a supply pastor (1159:2).

(4) If his year of service is satisfactory and all deficiencies in his ministerial training are corrected through the Ministerial Study Course Agency, the district board of ministerial standing may recommend to the district conference that he be recognized as an elder or commissioned or licensed minister of The Wesleyan Holiness Church and received as a ministerial member of the district (537:3). If an elder in process of transfer faces extensive additional academic requirements, and age or other extenuating circumstances make it doubtful to him and the district board of ministerial standing that such requirements can be met, the district board of ministerial standing, after consultation with the district board of administration, may authorize him to qualify for commissioned minister's status and proceed accordingly (cf. 1117).



(5) When an elder or commissioned minister has been so received, a proper certificate validating his ordination or commission shall be signed and issued (1837). For the licensed minister, a license shall be issued (1833).

#### **4. Minister and Marriage**

**1129.** Any minister who enters into a marriage relation contrary to the Scriptures, and to those expositions of Scripture as set forth in the Membership Commitments (131:10); after having been ordained, commissioned, or licensed, shall be dismissed from his ministerial standing, provided that guilt shall be established in accord with the judicial processes set forth in *The Discipline* (1576-1580).

**1130.** In performing marriages, Wesleyan Holiness ministers shall not unite in marriage any person who is divorced, unless such divorce and remarriage is in keeping with the Scriptures and the Membership Commitments (131:10). In carrying out this duty, the minister shall be guided by the principles set forth in 187:6.

#### **5. Relationship to Other Ministers and Churches**

**1132.** Each minister of The Wesleyan Holiness Church shall respect the rights of each of the brethren within his field of labor, and shall not interfere with the work of, nor influence anyone against any pastor, district official, or other minister of The Wesleyan Holiness Church (cf. 158:5). In the event of any such violation of ministerial ethics, the aggrieved person may file a complaint with his district superintendent (1576; cf. 1556:2, 4).

**1133.** If a Wesleyan minister shall engage to serve another denomination, or an interdenominational or independent work, as a pastor or in some other regular capacity, except by permission of his district conference, or in the interim of its sessions, by permission of his district board of administration, the district board of administration may recommend and the district conference may order that he be declared withdrawn. If he is serving within the territory of a district other than the one to which he belongs, he must have not only the permission of his own district, but also the permission of the district superintendent over the territory where he proposes to labor (511:25). An elder serving outside The Wesleyan Holiness Church with the permission of his district shall be placed either on the appointed list in the category of interchurch service (1168) or special service (1169) or listed as an elder without appointment (1174).

#### **6. Restoration of Ministers**

**1136.** If a licensed minister or ministerial candidate ceases to be licensed or is declared withdrawn from his district conference, and he was neither under charges nor under discipline, he may at a later time again be recommended by his local church conference and qualify for and be granted a district license.

**1137.** If an elder or commissioned minister has filed his credentials with his district superintendent (1117:3c; 1122:3), or if he has voluntarily surrendered (1117:3d,

1122:4,) or been required to surrender them because of guilt in an offense which disqualifies him from being an elder or commissioned minister, his credentials shall be forwarded to the General Secretary, to be filed and preserved, subject to the order of the district conference having original jurisdiction (cf. 755:5b).

**1138.** An elder or commissioned minister who has voluntarily filed his credentials with his district superintendent (1117:3c; 1122:3), or who has taken a letter of standing and has not used the same within the prescribed time (1127:3), or who has been declared withdrawn when neither under charges nor under discipline (cf. 1117:4c; 1123:3; 1127:4; 1133), may be restored to the office of an elder or commissioned minister in The Wesleyan Holiness Church, if such is approved by the district conference from which he withdrew, or in the interim of its sessions, by the district board of administration, and if such is recommended by the local church conference where he now holds his membership and by the district board of ministerial standing of the district in which he seeks ministerial membership, and if such restoration is voted by the district conference in which he seeks ministerial membership. (Cf. 1598.)

**1139.** An elder, commissioned minister, licensed minister, or ministerial candidate who has been expelled from the ministry of The Wesleyan Holiness Church, either through voluntary surrender of his credentials because of guilt (1117:3d; 1122:4) or through judicial process and disciplinary action, other than that considered in 1138, may be restored to the office and work of a minister in The Wesleyan Holiness Church, provided that he shall have shown evidence of repentance and amendment of life, and provided that such is approved, recommended, and voted by the various bodies designated in 1138. In the case of immorality, to which he has confessed guilt or for which guilt was declared by judicial process, such restoration may be accomplished only with the additional approval of the General Board of Administration. In no case may restoration after expulsion for such an offense be initiated for five years subsequent to the minister's having shown evidence of repentance and amendment of life.

**1140.** When a request for restoration of a minister in a case such as that described in 1139 has received the approval of the appropriate local and district bodies, it shall be processed as follows:

(1) The request shall be referred to the area General Superintendent who shall certify that the disciplinary requirements have been met (743: 18).

(2) The area General Superintendent shall forward the request and certification to the General Secretary.

(3) The General Secretary shall formulate a proper resolution for presentation to the General Board of Administration (755:16).

**1141.** An elder, commissioned minister, licensed minister, or ministerial candidate who has been disqualified for the ministry through a marriage contrary to the Scriptures and the Membership Commitments (131:10; 1130; cf. 187:6), shall not be restored to the office and work of a minister as long as both his former and latter spouse are living, and then only if he has manifested repentance and been approved, recommended, and voted restoration by the various bodies designated in 1138.

## Chapter II

## **MINISTERIAL EDUCATION**

### **A. Priority of Ministerial education**

**1146.** The importance of the training of the Christian minister has been evident ever since Christ gave the name of "disciples" or "learners" to His first preachers, and ever since the aging Paul provided for successive classes of ministerial students by admonishing Timothy, "The things that thou hast heard of me among many witnesses, the same commit thou to faithful men, who shall be able to teach others also" (I Tim 2:2). Such training becomes even more urgent in an age when the thirst for knowledge is almost universal, when man's knowledge of himself and his world is multiplying, and when formal education on the highest level is becoming the normal pattern for a large segment of society. The Wesleyan Holiness Church gives priority in its organization and its educational institutions to the training of its youth for the Christian ministry and related fields of labor (cf. 926:1). The Church expects each person who answers the call to preach to prepare himself thoroughly for his ministry and to devote himself throughout his ministry to being an able dispenser of divine wisdom.

### **B. Administration of Ministerial Education**

**1148.** The administration of ministerial education in The Wesleyan Holiness Church involves both general and district bodies, officers, and agencies. The General Conference adopts the overall framework for ministerial training and establishes the various agencies and schools responsible to carry out the work (650:4, 9, 13; 928). The General Board of Administration considers the recommendations of the General Secretary of Education and the Ministry in adopting the basic courses of study and coordinating the total program (691:47; 1151-1152). The General Secretary of Education and the Ministry promotes the enlistment and preparation of candidates for the ministry, and directs the Ministerial Study Course Agency, which maintains records on all ministerial students in The Wesleyan Holiness Church and administers the correspondence courses (921:13; 940-941). The various colleges and the Wesleyan Seminary Foundation adapt the basic study courses to their use and enroll candidates for the ministry in classroom preparation. The district board of ministerial standing has a part in recognizing potential ministers, in encouraging and guiding them in their training, and in administering the oral examination to a candidate prior to recommending him for ordination or commission (537:1; 1117:1c; 1119:4).

### **C. Types of Ministerial Education**

#### **1. Programs of Study**

**1150.** The following programs of study are open to the candidates in meeting the educational requirements for ordination as an elder in The Wesleyan Holiness Church.

(1) **Seminary.** It consists of graduation from a four-year course of study at one of the colleges of The Wesleyan Holiness Church, plus graduation from a three-year divinity course under the Wesleyan Seminary Foundation (cf. 1150:4). This is recommended as the most adequate academic preparation for the Wesleyan Holiness minister. Graduation from a three-year divinity course at an approved seminary reduces the period of service required before ordination (cf. 1119:2). One-year and two-year master's degrees in ministerial preparation are not as adequate as the standard three-year divinity course, but may be combined with undergraduate courses to meet academic requirements for ordination.

(2) **College.** It consists of graduation from one of the colleges of The Wesleyan Holiness Church, involving the completion of a minimum of four years' work and covering the ministerial study courses adopted by the General Board of Administration (1151; 1152:1-3). This is recommended as the minimum academic preparation for ordination as an elder in The Wesleyan Holiness Church.

(3) **Correspondence.** It is recognized that some men are converted late in life, and hear God's call to the ministry after the normal time for education has passed and family responsibilities make attendance at college and/or seminary extremely difficult. In such cases, a district board of ministerial standing may grant special permission to a candidate for the ministry to secure part of his training through correspondence courses administered by the Ministerial Study Course Agency. These courses will of necessity concentrate on the specialized subjects needed for the ministry, and the district board of ministerial standing shall encourage such a candidate to secure training in the more general educational subjects in college classes (cf. 1152:1). (Cf. 537:2.)

(4) **Training Outside The Wesleyan Church.** Some candidates for the ministry will have secured some or all of their college and/or seminary training outside the institutions and agencies of The Wesleyan Holiness Church. In such a case, the district board of ministerial standing shall forward copies of transcripts or other records of study to the Ministerial Study Course Agency so that it can carefully evaluate such work in terms of its equivalence to the ministerial courses of study of The Wesleyan Holiness Church, giving particular attention to the candidate's qualifications in the areas of Wesleyan Holiness doctrine, history, and polity (941:4; 1112:3; 1117:1b; 1119:3; 1128:3). Subsequent to each evaluation and the report of the Ministerial Study Course Agency, the district board of ministerial standing shall have the right to require additional work until it and the Agency are fully satisfied that all requirements for the Wesleyan Holiness ministry have been met. (Cf. 537:2.)

## 2. Courses of Study

**1151.** The General Secretary of Education and the Ministry shall develop (921:13), and the General Board of Administration shall adopt (691:47), courses of study for pre-ordination, specialized ministries, commissioned ministers, and special lay ministries. Each course of study shall be composed of a number of courses determined by the General Board of Administration, each course being implemented by a college or seminary course of two or more hours, or by a correspondence course involving the use of a study guide issued by the Ministerial Study Course Agency, the intensive study of one or more textbooks plus collateral reading, and other pertinent study assigned by the

Agency, and an examination prepared by the Ministerial Study Course Agency and taken in the presence of an elder. No credit shall be given for any correspondence course in which the final grade is less than passing.

**1152.** The General Board of Administration shall provide for the following courses of study:

(1) **Pre-Ordination Course of Study.** It shall require as a prerequisite a high school diploma or its equivalent. It shall consist of four years of college and/or seminary-level work, and shall cover necessary general education courses as well as the full range of ministerial training subjects - biblical, historical, theological, and practical, including courses in Wesleyan doctrine, history, and polity.

(2) **Courses of Study for Specialized Ministries.** These shall consist of special adaptations of the pre-ordination study course (1152:1) for those who are called to the work of minister of music, minister of Christian education, or others as deemed necessary.

(3) **Commissioned Minister's Course of Study.** It shall consist of two years of college-level work, and shall incorporate biblical, historical, theological, and practical courses, including courses in Wesleyan doctrine, history, and polity.

(4) **Lay Minister's Course of Study.** It shall consist of one year of college-level work, and shall include courses in Wesleyan Holiness doctrine, the history of The Wesleyan Holiness Church, the polity of The Wesleyan Holiness Church, including a study of *The Discipline*, and other basic ministerial subjects.

(5) **Special Workers' Courses of Study.** These shall be designed to prepare laymen for special fields of service, such as director of music, director of Christian education, evangelistic singer, chalk artist, children's worker, spouse in ministry, lay evangelist, and social worker. Such study courses shall consist of two years of college-level work, and shall include courses in Wesleyan Holiness doctrine, history, and polity, and such other subjects as are pertinent.

### **3. Continuing Education**

**1153.** The General Secretary of Education and the Ministry and the General Board of Administration shall adopt varying programs of continuing education for the elders, elders' spouses, commissioned ministers and Spouses, and commissioned special workers of The Wesleyan Holiness Church (691 47 921:13).

## **Chapter III**

### **MINISTERIAL APPOINTMENTS**

#### **A. Categories of Service**

**1156.** While The Wesleyan Holiness Church recognizes only two levels of ministry which in and of themselves have a degree of permanency, that of elder and that of commissioned minister, it also recognizes that the elder, commissioned minister, or licensed minister preparing for ordination as an elder may serve the Church in various capacities. Christ has called some to be "apostles, and some, prophets, and some, evangelists, and some, pastors and teachers for the perfecting of the saints, for the work of the ministry, for the edifying of the body of Christ" (Eph. 4:11-12). The Church recognizes the following categories of service to which a district conference may appoint an elder, or, as circumstances warrant, a commissioned or licensed minister (473:26): pastor (1158-1159); evangelist (1160-1162); missionary (1164); educator (1165); administrator (1166); chaplain (1167; cf. 1168); interchurch service (1168); and special service (1169). Service within these categories that qualifies as being "in a ministerial capacity" would include that service for which ministerial training is required or greatly desired. The General Board of Administration adopts guidelines for each category which will aid district boards in identifying the kinds of service which are considered to be "in a ministerial capacity."

### **1. Pastors**

**1158. Regular Pastoral Service.** The pastoral office is defined in 276. In The Wesleyan Holiness Church, pastoral service includes the pastor of a church (296), an associate pastor (297), and an assistant pastor, who may specialize in such ways as minister of Christian education minister of music, minister of visitation, or minister of youth (298). An elder appointed by a district conference to any of these levels of pastoral service in connection with a Wesleyan church, pioneer church, or mission shall be placed on the appointed list (cf. 539:I:A:2); a commissioned or licensed minister appointed as pastor or full-time associate or assistant pastor of a Wesleyan Holiness church shall be a voting member of the district conference (161; 438:3; 539:II:A; 539:III:A; 1114:4; 1117:4).

**1159. Supply Pastors.** A district conference (207; 473:26b; 539:V:E), or, in the interim of its sessions, the district superintendent and the district board of administration (486:29,34; 511:19-20) shall have the power to appoint a supply pastor, who shall serve subject to the following regulations:

(1) A supply pastor may be a Wesleyan Holiness elder or commissioned or licensed minister serving under some other appointment or an elder on loan from one district to another (cf. 207, 539: I: A: 2b, 1127:2), a lay minister a commissioned or licensed special worker (1188-1189), a minister in process of transfer from another denomination (1128), or a minister who belongs to another denomination.

(2) A supply pastor shall be appointed temporarily to fill the pulpit and to provide a spiritual ministry, but he shall not have authority to administer the sacraments or to perform marriages unless that authority adheres to him on some other basis, and he shall not perform the administrative function of the pastor except in the filing of reports unless authorized to do so by the district superintendent (cf. 511:8).

(3) A supply pastor's church membership shall not be automatically transferred to the church he is serving.

(4) A supply pastor shall be granted a certificate of authorization to supply on the form provided in 1828, and shall be a nonvoting member of the district conference unless he is a voting member by some other right (440:7)

(5) A supply pastor may be removed or replaced at any time by the district board of administration (486:35; 511:19; cf. 1570:4).

## 2. Evangelists

**1160. Function.** An evangelist is an elder or commissioned or licensed minister who devotes his time to traveling and preaching the gospel without any specific pastoral assignment, and who is authorized by the Church to promote revivals and to spread the gospel of Jesus Christ abroad in the land. The Wesleyan Holiness Church recognizes two levels of evangelistic service to which a district conference may appoint ministers: district evangelist and general evangelist.

**1161. District Evangelist.** A district evangelist is an elder or commissioned or licensed minister, appointed by his district to serve in the field of evangelism primarily within the district. An elder so appointed shall be placed upon the appointed list (cf. 539: I: A: 3b), a commissioned or a licensed minister so appointed shall be listed under "B. Other Appointments" (539: II: B; 539: III: B) and is a nonvoting member of the district conference (440:3). To receive such an appointment, the minister must devote a major portion of his time to do the work of evangelism, and he shall not be continued in such an appointment in subsequent years unless he reports to his district conference at least 14 full weeks per year so devoted, or the equivalent thereof.

**1162. General Evangelist and Reserve General Evangelist.** A general evangelist is an elder appointed by his district conference to the field of evangelism and recommended for service to the Church at large. An elder so appointed shall be placed upon the appointed list (cf. 539: I: A: 3a). An elder who has retired may be appointed and certified as a reserve general evangelist (1162:4). Appointment to general evangelism is subject to the following conditions and procedures:

(1) The candidate shall be examined carefully by the district board of administration relative to his Christian experience, his full personal commitment to and support of the Articles of Religion and Membership Commitments, to the government, institutions, and best interests of The Wesleyan Holiness Church, his gifts and aptitudes for the work of an evangelist, and his intention to devote his full time to the work of evangelism.

(2) Upon satisfactory completion of three years' service as district evangelist, the district board of administration may recommend that person to the district conference as a general evangelist. District approval at that time represents an endorsement of the candidate as a general evangelist. The three-year requirement may be waived if, in the judgment of the district board of administration and district conference, an elder is uniquely qualified to serve the general church in this capacity. Upon approval by the district conference of appointment to general evangelism, a certificate of such appointment shall be issued and signed by the district superintendent and the district secretary (cf. 1839).

(3) Appointment and certification as a general evangelist shall only be continued in subsequent years if he reports to his district conference at least 16 full weeks per year or the equivalent thereof devoted to evangelism.

(4) Appointment and certification as a reserve general evangelist shall be according to the same conditions and procedures as for a general evangelist (1162:1-3), except that he shall be required to devote only eight weekends per year or the equivalent thereof in evangelistic meetings.

**1163. Evangelistic Reports.** In addition to the filing of his annual service report (541), each district or general evangelist shall file an annual statistical report with his district statistical committee on forms approved by the General Board of Administration and made available by the General Secretary.

### **3. Missionaries**

**1164.** When an elder or licensed minister has been appointed by the General Board of Administration to serve in a ministerial capacity under the General Department of World Missions (691:42; 863:5) or under the General Department of Extension and Evangelism (691:39; 837:6), his district conference shall list him as if it had so appointed him. An elder so appointed shall be placed upon the appointed list (cf. 539: I: A: 4c). A commissioned or licensed minister so serving shall be a nonvoting member of the district conference and shall be listed under "Other Appointments" (cf. 440:3; 539: II: B; 539: III: B). (Cf. 866.)

### **4. Educators**

**1165.** Elders, commissioned ministers, or licensed ministers may serve as educators in The Wesleyan Holiness Church and be appointed as follows:

(1) When an elder or commissioned or licensed minister has been employed to serve in a ministerial capacity on the administrative staff or faculty of one of the general educational institutions of The Wesleyan Holiness Church, or of one of the seminaries approved by the Wesleyan Seminary Foundation, his district conference shall list him as if it had so appointed him. An elder so serving shall be placed upon the appointed list (cf. 539: I: A: 4d) and shall be a voting member of the district conference (438:1). A commissioned or licensed minister so serving shall be a nonvoting member of the district conference (440:3).

(2) An elder or commissioned or licensed minister may be employed in a ministerial capacity in a special Christian education program of a local Wesleyan Holiness church, subject to review by the district board of administration and appointment by the district conference (473:26; 486:9). An elder so appointed shall be placed upon the appointed list (539: I: A: 2c). A commissioned or licensed minister so serving shall be a nonvoting member of the district conference and shall be listed under "Licensed Ministers, Other Appointments" (cf. 440:3; 539: II: B; 539: III: B).

### **5. Administrators**



**1166.** When an elder has been elected by the General Conference as a general official (711), or an elder or licensed minister has been elected or employed by the General Board of Administration to serve the general church in a ministerial capacity, or an elder has been elected by the district conference as district superintendent or full-time assistant district superintendent, or an elder or licensed minister has been elected or employed for full-time service of the district in a ministerial capacity, his district conference shall list him as if it had so appointed him. An elder serving in this manner shall be placed on the appointed list (cf. 539: I: A; 1, 4a, b), and a licensed minister so serving shall be a nonvoting member of the district conference and shall be listed under "Licensed Ministers, Other Appointments" (cf. 440:3; 539: II: B). Any elder employed by the general church in other than a ministerial capacity shall be placed on the list of elders without appointment (cf. 539:I:E).

#### **6. Military Chaplains**

**1167.** When an elder has been approved by the Committee on Chaplains and commissioned by his government as a military chaplain, his district conference shall list him as if it had so appointed him. An elder serving in this capacity shall be placed on the appointed list (cf. 539: I: A: 4e).

#### **7. Ministers Engaged in**

##### **Interchurch Service**

**1168.** An elder employed in a ministerial capacity as an officer in a church-related organization serving The Wesleyan Holiness Church, or approved upon careful evaluation of his district conference to serve with an educational institution, evangelistic or missionary organization not directly related to The Wesleyan Holiness Church or to minister in such capacity as an institutional chaplain, shall be appointed to interchurch service and shall be listed by his district as an appointed elder (cf. 539: I: A: 5). A commissioned or licensed minister so appointed shall be a nonvoting member of the district conference and shall be listed under "Other Appointments" (cf. 539:II:B; 539:III:B).

#### **8. Ministers Engaged in**

##### **Special Service**

**1169.** An elder in active service not otherwise provided for shall be appointed to special service, if such service is approved by the district conference and shall be listed by his district as an appointed elder (539: I: A: 6).

#### **B. Other Assignments**

## 1. Students

**1170.** The district conference may list elders and others pursuing ministerial studies in keeping with these regulations:

(1) **Elder on Educational Leave.** An elder without other appointment who enrolls in a seminary or other graduate school for advanced training for church service shall be listed as an "elder on educational leave" (539: I: D). An elder so appointed shall be a voting member of the district conference (438:1).

(2) **Ministerial Candidate.** A ministerial student engaged in full-time study in preparation for ordination, either by enrolling in the four-year or five-year ministerial or pre-ministerial course of a Wesleyan Holiness educational institution, or in an approved theological seminary or other approved graduate-level program of theological education, or by pursuing full-time study in the Ministerial Study Course Agency either by correspondence or by work in a college along with correspondence, if he meets all other qualifications (1110:2) may be granted a license and appointed by his district conference as a ministerial candidate (539:IV:A; 1110:2). He shall be a nonvoting member of the district conference (440:4).

(3) **Ministerial Student.** A ministerial student who has been recommended by his local church conference to study under the direction of the district, but who does not qualify as a ministerial candidate, may be licensed as a ministerial student (539:IV:B; 1110:1), if recommended by the district board of ministerial standing. He is neither a voting nor nonvoting member of the district conference.

## 2. Reserve Elders

**1172.** An elder on reserve is one available for appointment but left without one (539: I: B). He shall be a voting member of the district conference (161; 438:1). If an elder remains on reserve for two consecutive years without definite appointment, he shall be automatically transferred to the list of elders without appointment (1174) unless continued on reserve by the district conference (473:26c).

## 3. Retired Ministers

**1173.**

(1) **Elders.** An elder who is retired because of age or incapacitated by infirmity, and who was on either the appointed list, on reserve, or on educational leave at the time of his retirement or incapacitation, shall be placed on the retired list (539:I:B). A retired elder shall be a voting member of the district conference (161; 438: 1).

(2) **Commissioned Ministers.** A commissioned minister who is retired shall be a nonvoting member of the district conference (438:3; 1117).

## 4. Elders Without Appointment

**1174.** An elder in active service outside The Wesleyan Holiness Church with the consent of his district conference but who is not eligible for inclusion in 1168 or 1169, or an elder who is not available for appointment, or an elder who is not otherwise provided for in the appointed, reserve, educational leave, or retired lists shall be placed on the list of elders without appointment (539: I: E). An elder without appointment shall be a nonvoting member of the district conference (440:1).

## **5. Ministers in Process of Transfer**

### **From Another Denomination**

**1175.**

(1) **Elders.** An elder seeking to be received into The Wesleyan Holiness Church from another denomination shall be listed by his district conference for the first year and until all deficiencies in educational or service requirements are cared for as an elder in process of transfer (cf. 539:I:F; 1150:4). An elder in process of transfer shall be a nonvoting member of the district conference (440:2).

(2) **Other Ministers.** A commissioned or licensed minister or ordained deacon seeking to be received into The Wesleyan Holiness Church from another denomination shall be listed by his district conference for the first year and until all deficiencies in educational requirements are cared for as a commissioned or licensed minister in process of transfer (cf. 1128). A commissioned or licensed minister in process of transfer shall be a non-voting member of the district conference (440:3).

## **Chapter IV**

### **SPECIAL LAY MINISTRIES**

#### **A. Lay Minister**

**1178. Identification.** A lay minister is a lay member of The Holiness Wesleyan Church whom the local church conference has licensed to preach or serve (274:7), under the pastor's direction and as opportunity affords (294:28), thus providing for the employment and development of his gifts and usefulness.

**1179. Granting a Lay Minister's License.** A full member of a local Wesleyan Holiness church who applies for a license as a lay minister or who is presented as a candidate for such license by the pastor shall be examined by the local board of administration. If the local board of administration is satisfied that the candidate shows promise of the proper gifts and usefulness, it shall recommend to the local church conference the granting of a license (316:19). When the local church conference has approved such action (272:6; 274:7), the pastor and local church secretary shall issue the license on the approved form (1826; cf. 294:28; 337:3).

**1180. Renewing a Lay Minister's License.** A lay minister's license is effective {or one year only, and authority to preach or serve under such a license shall cease unless it is renewed annually by the local church conference. The local church conference may renew the license if its holder has served satisfactorily under the pastor's direction, if his gifts and graces give promise of continued usefulness, and if the annual report of the Ministerial Study Course Agency shows that he has completed two courses in the study course for lay ministers (1152:4) during the year, or if he holds a certificate from the Ministerial Study Course Agency showing that the study course has been completed or if the district board of administration grants a modification or waiving of educational requirements..

**1181. Duties of a Lay Minister.** A person holding a lay minister's license shall be responsible:

(1) To enroll in the course of study for lay ministers under the Ministerial Study Course Agency (1152:4), unless granted special educational dispensation by the district board of administration and to pursue it with all diligence until completed, either through a program of ministerial training at one of the Wesleyan Holiness educational institutions or through correspondence courses from the Ministerial Study Course Agency. Any training taken outside of The Wesleyan Holiness Church shall be carefully evaluated by the Ministerial Study Course Agency which shall have authority to determine to what extent it may be credited toward the prescribed study course (1150:4).

(2) To assist the pastor as he shall direct (294:28), preaching as often as opportunity affords, including the holding of evangelistic services in neighboring churches with his pastor's approval or serving in other ways befitting his gifts and local needs.

(3) To report the progress of his studies and the nature and extent of his labors to his pastor and the local board of administration as they shall require (316:4) and to the local church conference annually (272:5; 274:5).

**1182. Regulations for a Lay Minister.**

(1) A lay minister has no authority to solemnize marriages or to administer the sacraments; neither has he any vote in the local board of administration nor in the district conference unless elected thereto.

(2) A lay minister is amenable to the local church conference, and his license may be revoked for cause or when the best interests of the church so require upon recommendation of the local board of administration and a majority vote of the local church conference (274:7; 316: 19).

(3) A lay minister who transfers his membership may also ask for a letter of standing as a lay minister (1827), and present it to the pastor of the church to which he is transferring for consideration by the local board of administration there in issuing a new license.

## **B. Special Worker**

**1187. Function.** A special worker is a lay person who believes that he or she is divinely led to serve the Church as a director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry, lay

evangelist, social worker or in some other special capacity, and who has been authorized to carry on such work by a district conference.

**1188. Licensed Special Worker.** A full member of The Wesleyan Holiness Church may be granted a special worker's license by his district conference (473:29e) provided that he has been recommended for such license by his local church conference (274:8; cf. 316:20), that he promises to pursue the course of study for his particular field of service (1152:5), and that he has been recommended for such license by the district board of ministerial standing after careful examination concerning his Christian experience, gifts, calling, and experience in his particular field of service (537:5). His license shall be issued and signed by the district superintendent and district secretary (1846; cf. 511:23; 517:4). His license may be renewed annually if he continues to qualify as above, if he completes two courses in his course of study as attested by the Ministerial Study Course Agency, if granted special educational dispensation by the district board of administration and if his service is satisfactory, including the proper filing of reports. If a licensed special worker fails to file his annual service report (541), unless such failure is due to illness, injury, or a similar emergency, his license shall not be renewed (cf. 537:8). He shall be amenable to the district (486:36), and his license may be revoked between sessions of the district conference by judicial process as set forth in 1576-1580. A person from another denomination holding a district license as a special worker or its equivalent may be received into The Wesleyan Holiness Church subject to the regulations which govern the reception of a minister (1128).

**1189. Commissioned Special Worker.** A licensed special worker may be commissioned by his district conference provided that he has completed his course of study (1152:5) or its equivalent (1150:4) as certified by the Ministerial Study Course Agency (1851), has served satisfactorily under a district special worker's license for at least two years, and has been recommended for commissioning by the district board of ministerial standing after careful examination concerning his Christian experience, gifts, calling, and experience in his particular field of service (537:5). The commissioning shall include the affirmative vote of the district conference (473:29e), a solemn act of consecration as set forth in 1741 (cf. 546), and the issuance of a commission signed by the General Superintendent over the district, the district superintendent, and the district secretary (1847; cf. 511:23; 517:4; 743:14). The commission shall be continuous until such time as he ceases to be active in his particular field of service and files his commission with his district superintendent, or unless he is deprived of his commission by judicial process (1576-1580). A commissioned special worker who fails to file his annual service report (541) for two successive years, shall be notified by the district board of ministerial standing, and requested to report at the next session of the district conference. If he then fails to report, he shall be declared withdrawn from the district, and his name shall be so entered upon the minutes of the district conference (cf. 537:8). A person from another denomination holding a commission as a special worker or its equivalent may be received into The Wesleyan Holiness Church subject to the regulations which govern the reception of an elder (486:33; 537:3; 1128).

**1190. General Regulations for Special Workers.** A licensed or commissioned special worker shall be a member of a local church within the district which authorizes his service, and shall serve under the direction of his pastor, or upon the call of local churches, or under a district or general agency, as the case may be. He shall be a nonvoting member of the district conference (440:5), and shall report

annually to the district conference (537:7). He may be granted a letter of transfer or standing (1854-1856). A former special worker may be restored his license or commission only in keeping with the provisions of 1136-1140.

### **C. Lay Missionary**

**1192.** A laymen who has been appointed by the General Board of Administration to service under the General Department of World Missions (691:42; 863:5), or under the General Department of Extension and Evangelism (691:39; 837:6), shall be commissioned by his district conference (473:29f) as a lay missionary. The commissioning shall include a solemn act of consecration as set forth in 1741 (cf. 546), and the issuance of a commission signed by the General Superintendent who is chairman of the commission involved, the district superintendent, and the district secretary (1848; cf. 511:23; 517:4; 743:14). The commission shall be continuous with his period of service. He shall be a nonvoting member of the district conference (440:6). His amenability shall be in keeping with the provisions of 866.

## **PART VII**

### **CONSTITUTIONS OF AUXILIARIES**

#### **Chapter I**

#### **WESLEYAN MEN**

##### **A. Constitution of Local Wesleyan Men**

**1211. Article 1. Name.** The name of this organization shall be Wesleyan Men of \_\_\_\_\_ Wesleyan Holiness Church. (If the chapter serves more than one local church, the name of the city or region may be used.)

**1212. Article 2. Purpose.** Wesleyan Men shall seek to extend the kingdom of God through the ministries of The Wesleyan Holiness Church through soul-winning, service, stewardship, and fellowship.

**1213. Article 3. Relationship.** The local chapter of Wesleyan Men shall function as a part of the local Wesleyan church, shall be subject to the supervision of the pastor (294:16), and shall be amenable to the local board of administration (316:3,23). If the chapter serves more than one local church, it shall be amenable to the district superintendent and the district board of administration (486:21; cf. 511:8).

**1214. Article 4. Membership and Dues.** Membership in Wesleyan Men shall be open to all men of good character who pay the annual membership dues established by the General Board of Administration (691:43).

**1215. Article 5. Meetings:**

(1) The chapter should meet monthly for inspiration, instruction, business, and fellowship.

(2) The annual meeting for the election of officers shall be held during the month preceding the close of the district fiscal year (473: 18).

**1216. Article 6. Local WM Officers.**

(1) **Executive Officers.** The executive officers of the local Wesleyan Men shall be the president, vice-president, secretary, and treasurer, who, together with the pastor (294: 18), shall constitute the local WM executive committee.

(2) **Other Officers.** Each-local WM may also have such other officers and such committees as it shall deem necessary, subject to the approval of the local board of administration (316:23).

(3) **Delegates.** In addition to the president of each WM chapter, who is a member of the district WM convention by virtue of his office (1217:2; 1223:2), each WM chapter shall be entitled to at least one delegate to the district WM Convention. The district WM convention may establish a system of multiple representation from larger chapters (1223:2).

(4) **Qualifications.** The executive officers and delegates of the local WM shall be laymen and members of The Wesleyan Holiness Church, except that the membership requirement may be waived in the case of a pioneer church. All officers and committee members must be members of the local WM and in harmony with the doctrines and standards of The Wesleyan Holiness Church.

(5) **Election Procedure.** Executive officers, delegates, and such other officers and committee members as the bylaws shall require, shall be elected by the local WM at its annual business meeting (1215:2). Preceding the annual WM election, the local WM shall elect, or the local WM executive committee shall appoint, a nominating committee consisting of three to five members, over which the pastor or his representative shall preside (294:18). The nominating committee shall select two or more nominations for the local WM president, to be approved by the local board of administration and elected at the annual WM business meeting, provided that the local board of administration may make such other nominations as desired. The nominating committee shall present nominations to the local WM for all other officers, committee members, and delegates. Executive officers shall be elected by ballot, and other officers, delegates, and committee members may be elected in any manner desired. In all cases, election shall be by majority vote of the members of the local WM present and voting. The election must be ratified by the local board of administration before becoming final (316:23).

(6) **Term of Service.** Local WM officers shall take office at the beginning of the district fiscal year (473:18), and shall serve until the end of the district fiscal year or until their successors are elected and qualified.

(7) **Amenability and Vacancies.** All officers and committee members of the local WM shall be amenable for their official duties to the local board of administration, and may be removed for cause or whenever the best interests of the church or the local WM so require by a majority vote of the local board of administration (316:25). The local

board of administration shall have authority to see that all vacancies are filled in the manner it deems best (316:26).

**1217. Article 7. Duties of Local WM Officers.**

(1) **Criteria.** All officers shall carry out their duties in keeping with *The Discipline*, the constitution of Wesleyan Men, and the official WM handbook authorized by the General Board of Administration and issued by the general WM executive committee (cf. 691:43; 1232:3).

(2) **Local WM President.** The president shall cooperate with the district WM president, exercise general leadership of the local Wesleyan Men under the general oversight of the pastor (294:16), preside over business meetings and meetings of the local WM executive committee (1217:6), serve as an *ex officio* member of all local WM committees, report to each regular session of the local church conference (272:2; 274:5) and to the local board of administration as it shall order (316:4), and shall serve as an *ex officio* member of the district WM convention (1223:2).

(3) **Local WM Vice-President.** The vice-president shall assist the president as the president shall request, and shall assume the duties of the president in case the president is unable to serve.

(4) **Local WM Secretary.** The secretary shall keep a record of members, and shall record the minutes of all meetings, including those of the local WM executive committee (1217:6).

(5) **Local WM Treasurer.**

(a) **Fiscal Procedures.** The treasurer shall receive, record, hold, and disburse all funds of the chapter in keeping with the financial plans of the general and district organizations of Wesleyan Men, and as ordered by the chapter or its executive committee subject to the approval of the local board of administration (316:23), remitting monthly all membership dues and other funds intended for the district or general church to the district WM treasurer (1225:5).

(b) **Reports.** The treasurer shall make a financial report to all regular meetings of the chapter, to the local WM executive committee and to the monthly session of the local board of administration as requested (316:4), and to all regular sessions of the local church conference (272:3; 274:5). He shall submit an annual statistical report of the local WM to the district WM convention and shall assist the pastor and the local WM president as they shall request in the preparation of their reports. His books shall be submitted to the local church auditing committee annually (353), and as ordered by the local board of administration (316:4).

(6) **Local WM Executive Committee** (1216:1). The local WM president shall be chairman *ex officio* of the local WM executive committee (1217:2), and the local WM secretary shall be secretary *ex officio* (1217:4). The local WM executive committee shall direct the affairs of the local WM between business meetings of the chapter, shall make recommendations to the chapter, and shall appoint all committee members not elected by the chapter. All plans and actions of the local WM executive committee may be reviewed by the local board of administration, which may veto any of the committee's plans or actions (316:23).

**1218. Article 8. Local Bylaws.** The local WM chapter may adopt such bylaws as it deems necessary, provided that they do not conflict with *The Discipline* or other directives of the general church and district, and provided they are approved by the local



board of administration (316:23), or in the case of a city or regional chapter, by the district board of administration (486:21).

## **B. Constitution of District Wesleyan Men**

**1220. Article 1. Name.** All local Wesleyan Men chapters within the bounds of a district shall be known collectively as Wesleyan Men of the \_\_\_\_\_ District of The Wesleyan Holiness Church.

**1221. Article 2. Purpose.** The district Wesleyan Men shall carry out the basic purpose of Wesleyan Men (1212) within the bounds of the district, organizing chapters and securing their cooperation as an effective district unit of Wesleyan Men.

**1222. Article 3. Relationship.** The district WM shall function as a part of the district of The Wesleyan Church to which it belongs, shall be subject to the supervision of the district superintendent (511:8), and shall be amenable to the district board of administration (486:21,25b).

### **1223. Article 4. District Wesleyan Men Convention.**

(1) **Purpose and Organization.** There shall be an annual district Wesleyan Men convention in each district at such a time and place as the district board of administration shall approve (486:21), to receive reports (1225:2,5), to elect district WM officers (1224:4), to make recommendations to the district board of administration and/or the general WM executive committee, to carry on all other business pertaining to the district WM, and to provide the members of the convention with a time of inspiration, fellowship, and Christian challenge. The General Director of Wesleyan Men shall preside over the district WM convention when present (1232:2), and when he is absent, the district WM president shall preside (1225:2).

(2) **Membership.** The district WM convention shall be composed of the district superintendent (507:3), the district WM officers (1225), the presidents of all local chapters (1217:2), and delegates from the local chapters (1216:3). Delegates shall be members of The Wesleyan Holiness Church, and shall be elected by the chapters at the annual meeting for the election of officers (1215:2).

(3) **Committees.** There shall be a nominating committee as set forth in 1224:4. The district WM convention may elect such other committees as it may deem necessary, and shall define the duties of the same.

(4) **Approval.** All plans and actions of the district WM convention shall be subject to the approval of the district board of administration (486:21).

### **1224. Article 5. District WM Officers.**

(1) **Executive Officers.** The executive officers shall be the president, vice-president, secretary, and treasurer, who together with the district superintendent (511:10) shall constitute the district WM executive committee.

(2) **Other Officers.** Each district WM may also have such other officers and standing committees as the district WM convention shall deem necessary.

(3) **Qualifications.** All officers and committee members must be full members of The Wesleyan Holiness Church, and wherever practicable, members of a local chapter of Wesleyan Men within the district. Executive officers shall be laymen.

(4) **Election Procedure.** The executive officers of the district WM and such other officers and committee members as the bylaws shall require shall be elected by the

district WM convention (1223:1). The district WM convention shall elect or the district WM executive committee shall appoint a nominating committee, over which the district superintendent or his representative shall preside. Preceding the district WM convention, the nominating committee shall select two or more nominees for district WM president, for approval by the district board of administration and election by the district WM convention, provided that the district board of administration may make such other nominations as desired. The nominating committee shall present nominations to the district WM convention for all other officers and positions as requested (1223:1-3). Executive officers shall be elected by ballot and other officers may be elected in any manner desired. All offices and positions shall be filled by majority vote of the district WM convention present and voting. The election must be ratified by the district board of administration before becoming final (486:21).

(5) **Term of Service.** District WM officers shall assume office at the close of the district convention at which they are elected and shall serve for one year or until their successors are elected and qualified.

(6) **Amenability and Vacancies.** All officers and committee members of the district WM shall be amenable to the district board of administration, and may be removed for cause or when the best interests of the WM or the district so require by a majority vote of the district board of administration. The district board of administration shall fill all vacancies. (Cf. 486:25b.)

#### **1225. Article 6. Duties of District WM Officers.**

(1) **Criteria.** All officers shall carry out their duties in keeping with *The Discipline*, the constitution of Wesleyan Men and the official handbook authorized by the General Board of Administration and issued by the general WM executive committee (cf. 691:43; 1232:3).

(2) **District WM President.** The president shall be responsible to cooperate with the General Director of Wesleyan Men and the general WM executive committee; to exercise general leadership of the district WM under the general oversight of the district superintendent (511:8); to preside over meetings of the district WM executive committee (1225:6); to preside over sessions of the district WM convention except when the General Director of Wesleyan Men is present and presiding (1223:1, 1232:2); to seek to organize chapters of Wesleyan Men so as to serve each local church, whether through local church chapters, city, metropolitan, county, regional, or zone chapters; to visit the local chapters as time and funds shall permit; and to report annually to the district conference (473:13) and to the district WM convention, and at other times as ordered by the district board of administration (486:11). He shall be a nonvoting member of the district conference (440:8) unless he is elected as a lay delegate by his local church.

(3) **District WM Vice-President.** The vice-president shall assist the president as the president shall request and shall assume the duties of the president in case the president is unable to serve.

(4) **District WM Secretary.** The secretary shall record the minutes of the district WM convention (1223:1) and of the meetings of the district WM executive committee (1225:6) and shall perform such other duties as the district WM convention shall determine.

(5) **District WM Treasurer.** The district WM treasurer shall receive, record, and hold all funds remitted by local WM treasurers or raised by the district WM itself, forwarding specified funds and disbursing other funds in keeping with the financial

plans of the general WM executive committee and the district WM convention, and as directed by the district WM executive committee. Membership dues and all funds intended for the general church shall be transferred monthly to the district treasurer so they can be forwarded to their intended destination (519:4). The district WM treasurer shall report to the district WM executive committee as required, to the district board of administration quarterly (486:11) and to the district conference (473:13) and the district WM convention (1223:1) annually. His books shall be submitted to the district auditing committee annually (521-522), and as ordered by the district board of administration (486:17).

(6) **District WM Executive Committee** (1224:1). The district WM president shall be chairman *ex officio* of the district WM executive committee (1225:2), and the district WM secretary shall be secretary *ex officio* (1225:4). The district WM executive committee shall direct the affairs of the district WM between the annual district WM conventions, subject to the approval of the district board of administration (486:21).

**1226. Article 7. District Bylaws.** The district convention of Wesleyan Men may adopt such bylaws as it deems necessary, providing that they are in accord with *The Discipline*, the constitution and purpose of WM, and other directives of the general church and district, and subject to the approval of the district board of administration (486:21).

### C. Constitution of General Wesleyan Men

**1228. Article 1. Name.** All local and district WM organizations shall be known collectively as Wesleyan Men, an auxiliary of The Wesleyan Holiness Church.

**1229. Article 2. Purpose.** General Wesleyan Men shall carry out the basic purpose of Wesleyan Men (1212) throughout the Church, securing the cooperation of the local and district WM organizations and coordinating them as an effective arm of the Church.

**1230. Article 3. Relationship.** Wesleyan Men shall function as a part of The Wesleyan Holiness Church, and shall be amenable to the General Board of Administration through the appropriate commission.

#### **1231. Article 4. General WM Officers.**

(1) **Identification.** The general officers of Wesleyan Men shall include the General Director of Wesleyan Men and four persons elected by the General Board of Administration (1231:3) to serve with him as the general WM executive committee.

(2) **Qualifications.** The general WM officers shall be full members of The Wesleyan Holiness Church and members of a local chapter of Wesleyan Men at the time of their election and during their term of service.

(3) **Election Procedure.** The General Director of Wesleyan Men and the members of the general WM executive committee shall be elected by the General Board of Administration following a regular session of the General Conference (691:44), selecting one executive committee member from each representative area insofar as is practicable.

(4) **Term of Service.** The general officers of Wesleyan Men shall take office at such time as the General Board of Administration shall determine (691:44), and shall serve for four years or until their successors are elected and qualified

(5) **Amenability and Vacancies.** The General Director of Wesleyan Men and the other members of the general WM executive committee shall be amenable to the General Board of Administration and may be removed by a majority vote of all its members. The General Board of Administration shall fill all vacancies (691:57b).

**1232. Article 5. Duties of General WM Officers.**

(1) **Criteria.** The General Director of Wesleyan Men and the general WM executive committee shall perform their duties in keeping with *The Discipline*, the constitutions of Wesleyan Men, and the *Policy of the General Board of Administration*.

(2) **General Director of Wesleyan Men.** The General Director of Wesleyan Men shall exercise general leadership of Wesleyan Men; preside over district conventions of Wesleyan Men whenever present (1223: 1); publicize and promote the interests of the organization; promote the organization of Wesleyan Men on the district and local levels, devoting as much time as possible to the work; and shall report annually to the General Board of Administration (691:23), and quadrennially to the General Conference (650:7). He shall be a nonvoting member of the General Conference unless he is a voting member by some other right (602:2).

(3) **General WM Executive Committee.** The general WM executive committee shall advise the General Director of Wesleyan Men in all phases of his work, and shall prepare and issue the official WM handbook (691:43). It shall cooperate with the General Secretary in developing procedures for the compiling of statistics on the local, district, and general levels, so that a record of the work may be readily maintained (755:9).

**1233. Article 6. General Treasurer of Wesleyan Men.** The General Treasurer shall be the general treasurer of Wesleyan Men (761:2), receiving, holding, and disbursing all general dues and other funds in keeping with the financial policies adopted by the General Board of Administration for the support of auxiliaries, and the recommendations of the general WM executive committee.

**D. Amendments to Wesleyan Men Constitutions**

**1235.** The local, district, or general constitutions of Wesleyan Men may be amended by majority vote of the General Conference at any regular or special session. Proposed amendments shall be submitted in the manner given in 636.

**Chapter II**

**WESLEYAN WOMEN'S MISSIONARY SOCIETY**

**A. Constitution of Local Wesleyan Women's**

## **Missionary Society**

**1236. Article 1. Name.** The name of this organization shall be the Wesleyan Women's Missionary Society of \_\_\_\_\_ The Wesleyan Holiness Church.

**1237. Article 2. Purpose.** The Wesleyan Women's Missionary Society shall seek to extend the kingdom of God through the missionary, extension, educational, and benevolent work of The Wesleyan Holiness Church at home and abroad, by stimulating interest therein, by sharing information about the work, by encouraging a spirit of prayer, by putting forth a systematic effort to raise money as set forth in its constitution, by carrying on an active program of community and women's ministries in the areas of lay evangelism, Christian home building, Christian citizenship, and Christian social service, and by providing a fellowship within which such missionary work may prosper.

**1238. Article 3. Relationship.** The local Wesleyan Women's Missionary Society shall function as a part of the local Wesleyan Holiness church, shall be subject to the supervision of the pastor (294:16), and shall be amenable to the local board of administration (316:3,23).

### **1239. Article 4. Membership and Dues.**

(1) **Active Membership.** Active membership in the Wesleyan Women's Missionary Society shall be open to all women who are interested in the work of the society, who wish to assist in its efforts, who subscribe to the doctrines of The Wesleyan Church, and who pay the membership dues.

(2) **Honorary Membership.** Honorary membership in the local WMS shall be open to all men who are interested in the work of the society, who wish to assist in its efforts, and who pay the membership dues.

(3) **Membership Dues.** Membership dues shall be set by the General Board of Administration (691:43; cf. 1262:4), and shall be used in meeting the operational expense of the general WMS office. For a society to be organized, membership dues must be paid annually.

**1240. Article 5. Finance.** The local WMS shall cooperate with the general and district WMS in promoting and raising funds for the purposes and projects given in 1259, with such funds and the membership dues being forwarded by the local WMS treasurer to the district WMS treasurer (1243:6a, 1252:6). The local WMS may designate the department and project to which other funds raised by the local WMS shall be disbursed. All fund raising shall be in accord with *The Discipline* as given in 197.

### **1241. Article 6. Meetings and Circles.**

(1) The local WMS shall hold regular meetings at least monthly for inspiration, instruction, business, fellowship, and the receiving of offerings.

(2) The local WMS may divide into circles, with each circle holding regular meetings at least monthly. The circles may be organized on the basis of common interests and/or convenient times of meeting. The circles shall meet together quarterly or more often as needed to transact business, to disburse a common general fund, if one exists, to elect officers and for fellowship and inspiration. (Cf. 1242:2; 1243:9.)

(3) Projects of community missions may be carried out by the local WMS as a whole and/or by the cell plan; each cell to be a voluntary association of two or more people who share a mutual concern for a particular phase of community missions, and who concentrate their services in this area in ways approved by the local WMS executive committee, and in cooperation with the local WMS president.

(4) The annual meeting for the election of local WMS officers shall be held during the month preceding the close of the district fiscal year (473:18).

**1242. Article 7. Local WMS Officers.**

(1) **Executive Officers.** The executive officers of the local WMS shall be the director, assistant director, outreach director, secretary, treasurer, and local director of the Young Missionary Workers' Band, who, together with the pastor as an *ex officio* member (294:18), shall constitute the local WMS executive committee. In a local WMS organized into circles (1241:2), the chairman of each circle shall also be a member of the local WMS executive committee.

(2) **Other Officers.** Each local WMS may elect a World Prayer Fellowship leader, a reading course recorder, a periodical secretary, a membership promoter, and such other officers and committees as it shall deem necessary, subject to the approval of the local board of administration (316:23). In societies organized into circles (1241:2), each circle shall have a chairman, vice-chairman, and secretary-treasurer.

(3) **Delegates.** In addition to the local WMS director and local YMWB director, who are members of the district WMS convention by virtue of their offices (1250:2), each local WMS shall be entitled to at least one delegate to the district WMS convention. The district WMS convention may establish a system of multiple representation from larger societies. (Cf. 1250:2.)

(4) **Qualifications.** The executive officers and delegates of the local WMS shall be members of The Wesleyan Holiness Church and active members of a local WMS (239:1), provided that such a requirement may be waived in the case of a pioneer church. Other officers and committee members must be members of the local WMS, and in harmony with the doctrines and standards of The Wesleyan Holiness Church.

(5) **Election Procedures.** Executive officers, delegates, and such other Officers and committee members as the bylaws shall require shall be elected by the local WMS at its annual business meeting (1241:4). There shall be a nominating committee, consisting of three to five members elected by the local WMS (or, at the society's option, appointed by the local WMS executive committee) prior to the annual business meeting (1241:4); if there are circles, the appointing body may enlarge the nominating committee, if necessary, and shall provide for at least one representative from each circle. The pastor or his representative shall preside over the nominating committee (294:18). The nominating committee shall select two or more nominations for the local WMS director, to be approved by the local board of administration and elected at the annual WMS business meeting, provided that the local board of administration may make such other nominations as desired. The nominating committee shall present two or more nominations insofar as is possible to the local WMS for all other officers, committee members, and delegates. Executive officers shall be elected by ballot, and other officers, delegates, and committee members may be elected in any manner desired. In all cases, election shall be by majority vote of the active members of the local WMS present and voting. The election of the local WMS executive committee must be ratified by the local board of administration before becoming final (316:23).

(6) **Term of Service.** Local WMS officers shall take office at the beginning of the district fiscal year (473:18), and shall serve until the end of the district fiscal year or until their successors are elected and qualified.

(7) **Amenability and Vacancies.** All officers, committee members, and delegates of the local WMS shall be amenable for their official duties to the local board

of administration, and may be removed for cause or whenever the best interests of the church or the local WMS so require by a majority vote of the local board of administration (316:25). The local board of administration shall fill all vacancies from nominations by the local WMS executive committee (316:26), provided that the local board may make such other nominations as desired.

**1243. Article 8. Duties of Local WMS Officers.**

(1) **Criteria.** All officers shall carry out their duties in keeping with *The Discipline*, the constitution of the Wesleyan Women's Missionary Society, and the official WMS handbook authorized by the General Board of Administration and issued by the general WMS executive committee (cf. 691:43; 1262:4).

(2) **Local WMS Director.** The director shall cooperate with the district WMS director, exercise general leadership of the local WMS under the general oversight of the pastor (294:16), preside over all meetings of the local WMS and its executive committee (1243:10), serve as an *ex officio* member of all local WMS committees except the nominating committee, report to each regular session of the local church conference (272:2; 274:5) and to the local board of administration as it shall order (316:4), and shall serve as an *ex officio* member of the district WMS convention (1250:2).

(3) **Assistant Local Director.** The assistant director shall assist the director as the director shall request and shall assume the duties of the director in case the director is unable to serve. If a World Prayer Fellowship leader is not elected, the assistant director shall promote the World Prayer Fellowship program.

(4) **Outreach Director.** The outreach director shall be responsible for promoting the community and women's ministries program as outlined from the district and general offices.

(5) **Local WMS Secretary.** The secretary shall keep a record of total attendance, shall record the minutes of all meetings, including those of the local WMS executive committee (1243:10). If a reading course recorder is not elected, the secretary shall promote the annual reading course and keep a record of readers. If a periodical secretary is not elected, the secretary shall promote *Wesleyan World* at the local level, including the annual subscription campaign.

**(6) Local WMS Treasurer.**

(a) **Fiscal Procedures.** The treasurer shall receive, record, hold, and disburse all funds of the local WMS (1240) in keeping with the financial plans of the general and district WMS, and as ordered by the local WMS or its executive committee subject to the approval of the local board of administration (316:23), keeping a record of members and submitting a copy of the same to the local secretary for inclusion in the local WMS annual records, remitting all membership dues and other funds intended for the district or general church to the district WMS treasurer (1252:6).

(b) **Reports.** The treasurer shall make a quarterly financial report to the local WMS, to the local WMS executive committee as required, to the monthly session of the local board of administration as requested (316:4), and to all regular sessions of the local church conference (272:3; 274:5). She shall submit an annual statistical report of the local WMS to the district WMS convention, and shall assist the pastor and the local WMS director as they shall request in the preparation of their reports. Her books shall be submitted to the local church auditing committee annually (353), and as ordered by the local board of administration (316:4).

(7) **Local Director of Young Missionary Workers' Band.** The local director of YMWB shall be responsible for the monthly meetings of the Band in keeping with the general purpose of the organization (1244:1). She shall work in cooperation with the local WMS director and under the direction of the local WMS executive committee (1243:10); shall receive, record, and hold all funds raised by the local YMWB, remitting quarterly all funds intended for the district or general church to the district YMWB director (1252:7), shall submit her books to the local church auditing committee annually (353) and as ordered by the local board of administration (316:4); shall submit an annual statistical report on the approved forms to the district YMWB director (1252:7) and assist the pastor in compiling his report on YMWB items; shall make full reports concerning her work to each regular session of the local church conference (272:2; 274:5) and the local WMS and the local board of administration (316:4) as they shall order; and shall serve as an *ex officio* member of the district WMS convention (1250:2).

(8) **Assistant Local Director of Young Missionary Workers' Band.** An assistant local director of YMWB may be nominated by the local YMWB director and approved by the local WMS executive committee to assist the local director of YMWB as she shall request and direct. She shall temporarily assume the duties of the local director of YMWB in case she is unable to serve.

(9) **Circle WMS Officers.** Circle officers (1241:2; 1242:2) shall perform the duties normal to their offices under the general supervision of the local WMS executive committee. The circle WMS chairman shall be *ex officio* members of the local WMS executive committee (1242:1). The circle WMS secretary-treasurer shall count all dues and offerings received, and transfer the same to the local WMS treasurer (1243:6a).

(10) **Local WMS Executive Committee (1242:1).** The local WMS director shall be chairman *ex officio* of the local WMS executive committee (1243:2), and the local WMS secretary shall be secretary *ex officio* (1243:5). The local WMS executive committee shall direct the affairs of the local WMS and the local YMWB between business meetings of the society, shall make recommendations to the society, shall appoint all committee members not elected by the society, shall approve the nomination of the local director of YMWB for an assistant (1243:8), and shall coordinate the work of the circles. All plans and actions of the local WMS executive committee may be reviewed by the local board of administration, which shall have power to veto any of the committee's work (316:23).

**1244. Article 9. Children for Missions**

(1) **Purpose and Relationship.** Children for Missions is an auxiliary of the Wesleyan Women International, which seeks to lead boys and girls to Christ, to train them for Christian service by the study of the Bible and missions, to promote among them a true interest in Christian missions, and to raise funds for worldwide evangelism. If there is no local WMS, the local board of administration may elect a local YMWB director and carry on the YMWB program (316:22).

(2) **Membership and Dues.** Active membership shall include all children through grade six who pay the membership dues. Honorary membership shall be open to all persons who have completed the sixth grade or are over twelve years of age who pay the membership dues. Membership dues shall be set by the General Board of Administration (691:43; 1262:4). For a local YMWB to be organized there must be members paying the annual membership dues.



(3) **Meetings.** Meetings of the local YMWB shall be held monthly, using program materials supplied through the office of the General Director of YMWB, and with offerings going for projects assigned by the general WMS executive committee and promoted by the General Director of YMWB (cf. 1262:3).

(4) **Correlation.** Whenever it is impractical for a local church to maintain CYC and YMWB separately, the local board of administration may authorize the CYC to make full use of the YMWB program of missionary education and promotion, and to channel missionary dues and offerings as if they were YMWB funds (316:3; 383:3).

**1245. Article 10. Local Bylaws.** The local Wesleyan Women's Missionary Society may adopt such bylaws as it deems necessary, provided that they do not conflict with *The Discipline* or other directives of the general church and district, and provided they are approved by the local board of administration (316:23).

## **B. Constitution of District**

### **Wesleyan Women's Missionary Society**

**1247. Article 1. Name.** All local Wesleyan Women's Missionary Societies within the bounds of a district shall be known collectively as the Wesleyan Women's Missionary Society of the \_\_\_\_\_ District of The Wesleyan Holiness Church.

**1248. Article 2. Purpose.** The district Wesleyan Women's Missionary Society shall carry out the basic purpose of the WMS (1237) within the bounds of the district, organizing local societies and securing their cooperation as an effective district unit of WMS.

**1249. Article 3. Relationship.** The district WMS shall function as a part of the district of The Wesleyan Church to which it belongs, shall be subject to the supervision of the district superintendent (511:8), shall be amenable to the district board of administration (486:22,25b), and shall support the work of district church extension.

#### **1250. Article 4. District WMS Convention.**

(1) **Purpose and Organization.** There shall be an annual district WMS convention in each district, held at such time and place as the district board of administration shall approve (486:22), to receive reports (1252:2,6,7), to elect district WMS officers (1251:5), to make recommendations to the district board of administration and/or to the general WMS executive committee, to carry on all other business pertaining to the district WMS, and to provide the members of the convention with a time of inspiration, fellowship, and Christian challenge. The General Director of WMS or her representative shall preside over the district WMS convention when present (1262:2), and in their absence the district WMS president shall preside (1252:2).

(2) **Membership.** The annual district WMS convention shall be composed of the district superintendent (507:3), the district WMS officers (1251), the zone chairmen, the director of each local WMS (1243:2), the director of each local YMWB (1243:7), and delegates or elected alternates from the local societies (1242:3). Wives of ministers currently appointed by the district who are active members of a WMS and who are not members of the WMS convention by some other right may be voting members of the WMS convention, if so ordered upon recommendation of the district board of administration (486:22) and the vote of the district conference (473: 12).

(3) **Committees.** There shall be a nominating committee as set forth in 1251:5. The district WMS convention may elect such other convention committees as it may deem necessary and shall define the duties of the same.

(4) **Approval.** All plans and actions of the district WMS convention shall be subject to the approval of the district board of administration (486:22).

**1251. Article 5. District WMS Officers**

(1) **Executive Officers.** The executive officers of the district WMS shall be the director, assistant director, outreach director, secretary, treasurer, and district director of the Young Missionary Workers' Band, who, together with the district superintendent as an *ex officio* member (511:10), shall constitute the district WMS executive committee.

(2) **Other Officers.** Each district WMS may elect a World Prayer Fellowship leader, a reading course recorder, a periodical secretary, a membership promoter, and such other officers and committees as the district WMS convention shall deem necessary.

(3) **Delegates.** The delegates to the quadrennial general WMS convention shall be elected by the district WMS convention, by ballot and by a majority vote, at its last annual session preceding the general WMS convention. When the last annual session is within sixty days of the opening date of the general WMS convention, the district convention may elect its delegates at the previous session. One delegate for every three hundred active members or major fraction thereof shall be elected (1239:1), who together with the WMS district director and the YMWB district director shall be the delegates to the general WMS convention. Each district shall have at least three delegates to the general WMS convention, two of whom shall be the district WMS director and the district YMWB director (1252:2s7). A sufficient number of alternate delegates to the general WMS convention, having the same qualifications as the delegates, shall be elected in the same manner and at the same session as the delegates, and shall fill any vacancies in the order of their election. Whenever an alternate delegate is required to serve, the district WMS executive committee shall certify her appointment.

(4) **Qualifications.** All district WMS officers, committee members, and general convention delegates must be full members of The Wesleyan Holiness Church and active members of a local WMS within the district.

(5) **Election Procedure.** The executive officers of the district WMS and such other officers and committee members as the bylaws shall require shall be elected by the district WMS convention (1250:1). The district WMS convention shall elect or the district WMS executive committee shall appoint a nominating committee, over which the district superintendent or his representative shall preside. Members of the nominating committee may not succeed themselves. Preceding the district WMS convention, the nominating committee shall select two or more nominees for district WMS director, for approval by the district board of administration and election by the district WMS convention, provided that the district board of administration may make such other nominations as desired. The nominating committee shall present two or more nominations to the district convention for all other officers and positions. Executive officers shall be elected by ballot and other officers may be elected in any manner desired. All offices and positions shall be filled by majority vote of the members of the district WMS convention present and voting. The election of the district WMS

executive committee must be ratified by the district board of administration before becoming final (486:22).

(6) **Term of Service.** District WMS officers shall take office at the close of the district convention at which they are elected. The initial election of a district WMS director shall be for one year and reelection thereafter shall be for a term of two years. All other district WMS officers shall serve for one year or until their successors are elected and qualified.

(7) **Amenability and Vacancies.** All officers and committee members of the district WMS shall be amenable to the district board of administration, and may be removed for cause or when the best interests of the WMS or the district so require by a majority vote of the district board of administration. The district board of administration shall fill all vacancies from nominations by the district WMS executive committee (486:25b), provided that the district board of administration may make such other nominations as desired.

**1252. Article 6. Duties of District WMS Officers.**

(1) **Criteria.** All officers shall carry out their duties in keeping with *The Discipline*, the constitution of the Wesleyan Women's Missionary Society, and the official WMS handbook authorized by the General Board of Administration and issued by the general WMS executive committee (cf. 691:43; 1262:4).

(2) **District WMS Director.** The director shall be responsible to cooperate with the General Director of WMS and the general WMS executive committee; to exercise general leadership of the district WMS under the general oversight of the district superintendent (511:8); to preside over meetings of the district WMS executive committee (1252:9); to preside over sessions of the district WMS convention except when the General Director of WMS or her representative is present and presiding (1250:1; 1262:2); to seek to organize local societies in every church in the district in cooperation with the pastors and the local boards of administration; and to report annually to the district conference (473:13) and the district WMS convention (1250:1), and at other times as ordered by the district board of administration (486:11). By virtue of her office, she shall be a member of the general WMS convention (1251:3; 1260:2) and a nonvoting member of the district conference (440:8) unless she is a voting member by some other right.

(3) **Assistant District Director.** The assistant director shall assist the director as the director shall request and shall assume the duties of the director in case the director is unable to serve. If a district World Prayer Fellowship leader is not elected, the assistant director shall promote the World Prayer Fellowship program.

(4) **Outreach Director.** The outreach director shall be responsible for promoting the community and women's ministries program as outlined from the general office.

(5) **District WMS Secretary.** The secretary shall record the minutes of the district WMS convention (1250:1) and of the meetings of the district WMS executive committee (1252:9), and shall perform such other duties as the district WMS convention shall determine. If a district reading course recorder and a district periodical secretary are not elected, the district WMS secretary shall promote the annual reading course and *Wesleyan World* at district level and keep such records and correspond with general officers as required.

(6) **District WMS Treasurer.** The treasurer shall receive, record, and hold all funds remitted by local WMS treasurers or raised by the district WMS itself, forwarding specified funds and disbursing other funds in keeping with the financial plans of the general WMS executive committee and the district WMS convention, and as directed by the district WMS executive committee. Membership dues and all funds intended for the general church or the district shall be transferred to the district treasurer so they can be forwarded to their intended destination (519:4). The district WMS treasurer shall report to the district WMS executive committee and to the district board of administration as requested (486: 1), and to the district conference (473:13) and district WMS convention (1250:1) annually. Her books shall be submitted to the district auditing committee annually (521-522), and as ordered by the district board of administration (486: 17).

(7) **District Director of Young Missionary Workers' Band.** The district YMWB director shall preside over an annual meeting of the local YMWB directors, held for the purpose of inspiration, fellowship, and instruction in conjunction and coordination with the district WMS convention. She shall have general supervision of the work of the local bands, under the general oversight of the district superintendent (511:8) and the district WMS executive committee (1252:9) in cooperation with the district WMS director, organizing new bands in cooperation with the pastors and the local boards of administration, giving instructions to the local directors and receiving statistical reports from them. The district YMWB director shall receive, record, and hold YMWB funds remitted by local YMWB directors or raised by the district YMWB itself, submitting her books to the district auditing committee annually (521) and as ordered by the district board of administration (486:17), forwarding specified funds and disbursing other funds in keeping with the financial plans of the district YMWB and as directed by the district WMS executive committee to the district treasurer quarterly (519:4). She shall report regularly to the district WMS executive committee, the district board of administration (486:11), and the General Director of YMWB (1262:3) as they shall require, and annually to the district conference (473:13) and the district WMS convention (1250:1). By virtue of her office, she shall be a member of the general WMS convention (1251:3; 1260:2) and a nonvoting member of the district conference (440:8) unless she is a voting member by some other right.

(8) **Assistant District YMWB Director.** An assistant YMWB director shall be elected to assist the district YMWB director as she shall request and direct, and shall temporarily assume the duties of the director in case the director is unable to serve.

(9) **District WMS Executive Committee (1251:1).** The district WMS director shall be chairman *ex officio* of the district WMS executive committee (1252:2) and the district WMS secretary shall be secretary *ex officio* (1252:5). The district WMS executive committee shall direct the affairs of the district WMS (cf. 1252:5) and YMWB (cf. 1252:7) between the annual district WMS conventions subject to the approval of the district board of administration (486:22).

**1253. Article 7. District Bylaws.** The district convention of the Wesleyan Women's Missionary Society may adopt such bylaws as it deems necessary, provided that they are in accord with *The Discipline*, the constitution and purpose of the WMS, and other directives of the general church and district, and subject to the approval of the district board of administration (486:22).

## C. Constitution of General

### Wesleyan Women's Missionary Society

**1256. Article 1. Name.** All local and district WMS organizations shall be known collectively as the Wesleyan Women's Missionary Society, an auxiliary of The Wesleyan Church.

**1257. Article 2. Purpose.** The general Wesleyan Women's Missionary Society shall carry out the basic purpose of WMS (1237) throughout the Church, securing the cooperation of the local and district societies and coordinating them as an effective arm of the Church.

**1258. Article 3. Relationship.** The Wesleyan Women's Missionary Society shall function as a part of The Wesleyan Holiness Church.

**1259. Article 4. Finance.** The Wesleyan Women's Missionary Society shall promote systematic giving for general funds and approved projects of the General Department of World Missions, the General Department of Extension and Evangelism, the educational institutions, district church extension, and other related benevolences, with all promotion and projects subject to the direction of the appropriate commission.

**1260. Article 5. Quadrennial General WMS Convention.**

(1) **Purpose and Organization.** There shall be a quadrennial general convention of the Wesleyan Women's Missionary Society for the purpose of receiving reports, electing general WMS officers (1261:3-4), making recommendations to the General Board of Administration, carrying on all business pertaining to the general WMS, and providing for inspiration, instruction, fellowship, and Christian challenge. It shall be held the week of the third Tuesday in June, the year following the meeting of the General Conference, and at a place recommended by the general WMS executive committee (1262:4) and approved by the General Board of Administration (691:45).

(2) **Membership.** The general WMS convention shall be composed of the general WMS executive committee, the district WMS directors, the district YMWB directors, and the delegates elected by the district WMS conventions (1251:3). Each district shall have at least three delegates, two of whom shall be the district WMS director and the district YMWB director (1251:3; 1252:2, 7). The supervising general superintendent shall be a nonvoting member.

(3) **Planning.** The general WMS executive committee shall plan the general convention program, appoint all necessary committees, make all assignments for workshops and/or study groups, and receive reports prepared by participating groups for subsequent evaluation and action. (Cf. 1262:4.)

(4) **Finance.** The general WMS executive committee shall recommend to the General Board of Administration a plan whereby the expenses of attending the general convention shall be subsidized by the general WMS for delegates.

**1261. Article 6. General WMS Officers.**

#### (1) Identification.

(a) **General Officers.** The general officers of the Wesleyan Women's Missionary Society shall include the General Director of WMS, the General Director of YMWB, and the assistant to the General Director of WMS who shall be a nonvoting member of the general WMS executive committee (1262:4).

(b) **Executive Committee.** The general WMS executive committee shall consist of all general officers of the Wesleyan Women's Missionary Society (1261:1a) and the area WMS directors and assistant WMS area directors.

(2) **Qualifications.** Each general WMS officer shall be a full member of The Wesleyan Church and an active member of a local WMS at the time of her election and during her term of service. Each area WMS director and assistant director must reside and hold her church and society membership within the area which she represents and serves (1261:4).

(3) **Election Procedure.** The general WMS convention shall elect a nominating committee of not less than eight members, including at least two members from each representative area (1260:1), whose election shall be ratified by the General Board of Administration. The nominating committee shall serve for the next general WMS convention and the members shall not succeed themselves. The nominating committee shall select two or more nominees for both the general WMS director and the general YMWB director (1261:2) to be submitted to the General Board of Administration for approval and to the general WMS convention for election, provided that the General Board of Administration may make such other nominations as desired. The general WMS convention shall elect its officers from the approved nominees. The nominating committee shall select two or more nominees for both area directors and assistant directors from each of the respective areas, to be elected by the area caucuses and ratified by the general WMS convention. The nominating committee may submit nominations for other officers and committees as desired. The supervising general superintendent or his representative shall preside over the nominating committee and election of officers.

(4) **Area Caucus.** The chairman of each area shall convene a caucus of the delegates for the purpose of electing an area WMS director and assistant director from the nominees selected by the nominating committee (1261:3); the same to be ratified by the general WMS convention.

(5) **Term of Service.** The members of the general WMS executive committee shall be elected for a term of four years. They shall serve from the close of the general WMS convention in which they are elected until the close of the next general WMS convention, or until their successors are elected and qualified. The salary of a retiring general officer shall continue one month beyond the date of her termination of service.

(6) **Amenability and Vacancies.** The general WMS officers shall be amenable to the General Board of Administration, and may be removed by a majority vote of all its members. The General Board of Administration shall fill all vacancies from nominations by the general WMS executive committee, provided that the General Board of Administration may make such other nominations as desired.

**1262. Article 7. Duties of General WMS Officers.**

(1) **Criteria.** The general WMS officers shall perform their duties in keeping with *The Discipline*, the constitution of the WMS, and the *Policy of the General Board of Administration for WMS*.

(2) **General Director of the Wesleyan Women's Missionary Society.** The General Director of WMS shall exercise general leadership of the WMS and YMWB (1262:3) under the general oversight of the appropriate commission; have charge of the general office of WMS; submit nominations for an assistant as set forth in 1262:4; preside over the quadrennial general WMS convention and over the general WMS

executive committee; preside over district WMS conventions when present, endeavoring to visit each district convention at least once during the quadrennium for inspiration and promotion of general WMS programs and interests (1250:1; 1252:2); authorize the assistant to the General Director of WMS, the General Director of YMWB, or the area WMS directors to preside over a district WMS convention; publicize and promote the interests of WMS; organize district societies in cooperation with the district superintendents and district boards of administration; help the district WMS directors organize local societies; and report to the general WMS executive committee (1262:4) as they shall order, annually to the Scenario Board of Administration (691 :23), and quadrennially to the General Conference (650:7). She shall be a nonvoting member of the General Conference unless she is a voting member by some other right (602:2).

(3) **General Director of the Young Missionary Workers' Band.** The General Director of YMWB shall seek to carry out the basic purpose of YMWB throughout the Church (1244:1), coordinating the work of the district (1252:7) and local directors (1243:8). She shall serve under the general oversight of the general WMS executive committee (1262:4) and in cooperation with the General Director of the WMS (1262:2). She shall plan, promote, and conduct a quadrennial meeting of the district YMWB directors in conjunction and coordination with the quadrennial general WMS convention, subject to the approval of the appropriate commission; shall prepare program and promotional materials for the use of local and district YMWB directors; shall endeavor to visit each district WMS convention at least once during the quadrennium for inspiration and promotion of general YMWB programs and interests; shall promote projects assigned by the general WMS executive committee (1262:4); and shall report to the general WMS executive committee (1262:4) as they shall order. She shall make YMWB program materials available to the General Department of Youth for implementation in the CYC program. All matters of coordination between YMWB and CYC shall be dealt with by the General Board of Administration through the Interdepartmental Cabinet.

(4) **General WMS Executive Committee (1261:1).** The general WMS executive committee shall hear the reports and approve the plans of the General Directors of WMS and YMWB (1262:2-3); approve the nominations to be submitted by the (General WMS Director for an assistant for approval by the appropriate commission and election by the General Board of Administration; submit recommendations for the duties of the assistant to the appropriate commission for approval; assist the General Director of WMS in the preparation of recommendations to the General Board of Administration or its appropriate commission (1262:2), including the official WMS handbook and the setting of WMS and YMWB membership dues (cf. 691:43), and the promoting of service projects; hear progress reports from area WMS directors; plan for the advancement of the work; oversee the work of YMWB (1262:3); and provide for such WMS and YMWB publications as shall be approved by the General Board of Administration (691:36). It shall recommend to the General Board of Administration the time and place for the general WMS convention (1260:1), be responsible for the planning of the program (1260:3), and shall recommend to the General Board of Administration a plan for subsidizing the expense of district delegates in attending the general WMS convention. It shall cooperate with the General Secretary in developing procedures for the compiling of statistics on the local, district, and general levels, so that a record of the work may be readily maintained (755:9).

**1263. Article 8. General Treasurer of Wesleyan Women's Missionary Society.** The General Treasurer shall be the general treasurer of WMS (761:2), receiving, holding, and disbursing all general dues and other funds in keeping with the financial policies adopted by the General Board of Administration for the support of auxiliaries and the recommendations of the general WMS executive committee.

#### **D. Amendments to Wesleyan Women's Missionary Society Constitutions**

**1266.** The local, district, or general constitutions of the Wesleyan Women's Missionary Society and those parts relating to its auxiliary, the Young Missionary Workers' Band, may be amended by majority vote of the General Conference at any regular or special session. Proposed amendments shall be submitted in the manner given in 636.

### **Chapter III**

#### **WESLEYAN YOUTH**

##### **A. Constitution of Local Wesleyan Youth**

**1271. Article 1. Name.** The name of this organization shall be Wesleyan Youth of \_\_\_\_\_ The Wesleyan Holiness Church, or a local WY may select its own name and logo for local identification purposes.

**1272. Article 2. Mission.** The mission of Wesleyan Youth is to glorify God through evangelizing, nurturing, and equipping youth to be spiritual leaders committed to lifelong service to Christ and His church. Wesleyan Youth ministry shall be characterized by an effective organization of youth committed to active sharing of their faith, personal and collective study of God's Word, edifying the body of Christ through the use of spiritual gifts, positive Christian fellowship, and service to their family, church, community, and the world.

**1273. Article 3. Organization.** A local WY shall be considered an organized WY if it has an adult youth leader, a WY president, a secretary-treasurer, meets regularly, and has registered with the General Department of Youth. In case there are no youth qualified to serve as officers, the local board of administration may grant an exemption on youth officer elections and register them as an official WY with the General Department of Youth.

**1274. Article 4. Relationship.** The local WY shall be a ministry of the local Wesleyan church, shall be subject to the supervision of the pastor (294:16), in all actions shall be amenable to the local board of administration (316:3,23), and shall be under the direction of the local board of Christian education (363:2).



**1275. Article 5. Membership.** Any youth completing grade six (or age thirteen) through thirty-five years of age, who is in any way touched by the local church ministries, and who desires to participate in the meetings and activities of WY shall be listed by the local WY secretary-treasurer as a member of the local WY.

**1276. Article 6. Meetings.**

(1) **Regular Meetings.** The local WY shall hold meetings and activities which will help it to fulfill the mission of WY (1272).

(2) **Annual Business Meetings.** The local WY shall hold an annual business meeting at a time set by the local executive youth council for the election of officers and delegates and other necessary business (cf. 1280:2).

(3) **Special Business Meetings.** The local executive youth council may call a special business meeting, subject to the approval of the pastor

**1280. Article 7. Officers.**

(1) **Qualifications.**

(a) **Adult Youth Leader.** The adult youth leader shall be a full member of The Wesleyan Holiness Church and live a life which will inspire youth to holy living. The position may be filled by either a minister or a layman (1280:3).

(b) **Local WY President.** The local WY president shall be a member of The Wesleyan Holiness Church or in the case of a pioneer church he may be a Christian youth who is in harmony with the doctrines and standards of The Wesleyan Holiness Church, and a member of the local WY.

(c) **Other WY Officers.** The local WY secretary-treasurer and any other WY officers the local WY chooses to elect shall be Christian youth who are members of the local WY and in harmony with the doctrines and standards of The Wesleyan Church.

(d) **Adult Youth Staff.** If the adult youth leader chooses to recruit additional adult staff, they shall be persons who live a life which will inspire youth to holy living and are in harmony with the doctrines and standards of The Wesleyan Church.

(2) **Elections.**

(a) **Adult Youth Leader.** The adult youth leader shall be elected by the local board of administration (316:22), considering input from local youth.

(b) **WY Officers.** The local WY president, WY secretary-treasurer, other officers, and delegates to the district WY convention shall be elected by the local WY under the direction of the adult youth leader. These elections are subject to ratification by the local board of administration.

(3) **Duties of Officers.**

(a) **Adult Youth Leader.** The adult youth leader is the primary spiritual and administrative head of the local WY and shall seek to lead the youth in fulfilling the mission of WY (1272), overseeing the activities and programs of the local WY, and leading by spiritual example. The adult youth leader shall serve as the chairman of the annual business meeting and any special business meetings. The adult youth leader shall work in cooperation with and be amenable to the pastor and local board of administration.

(b) **Local WY President.** The local WY president shall cooperate with the adult youth leader in implementing the mission of WY (1272), as he seeks to lead his peers by spiritual example.

(c) **Local WY Secretary-Treasurer.** The local WY secretary-treasurer, in cooperation with the adult youth leader, shall be responsible for written correspondence, membership records, minutes, statistical and financial records, and annual reports. The office of secretary-treasurer may be divided into two positions by the executive youth council.

(d) **Other Officers.** Each local WY may elect other officers, such as directors of evangelism, fellowship, service projects, and others as needed to fulfill the mission of WY (1272).

(e) **Adult Youth Staff.** The adult youth leader, in consultation with the pastor, may recruit other adult staff to help carry out the ministry of WY.

(f) **Executive Youth Council.** The executive youth council shall be composed of the adult youth leader as chairman, local WY president, local WY secretary-treasurer, and the pastor as an *ex officio* member. All actions of the executive youth council shall be subject to the review of the local board of administration (316:23). The executive youth council may also include other adult staff or other local WY officers (1280:3e).

(g) **Delegates.** In addition to the local adult youth leader and local WY president who are members of the district WY convention by virtue of their offices, each organized local WY shall be entitled to two youth delegates to the district WY convention (1300:3). In addition, each organized local WY whose average attendance is 20 or more shall be entitled to an additional adult and youth delegate for each additional 20 youth in average attendance.

(4) **Term of Service.** Local WY officers shall take office at the beginning of the local WY year and shall serve for one year or until their successors are elected and qualified. A shorter term of service may be adopted by action of the executive youth council.

(5) **Vacancies.** All officers of the local WY shall be amenable for their official duties to the local board of administration and may be removed whenever the best interests of the church or the local WY so require by a majority vote of the local board of administration (316:25). The local board of administration shall have authority to see that all vacancies are filled in the manner it deems best (316:26).

**1282. Article 8. Age-Level Divisions.** The executive youth council may approve the organization of the local WY into two or more separate age-level divisions.

**1284. Article 9. Bylaws.** The local Wesleyan Youth may adopt such bylaws as it deems necessary, provided that they do not commit with *The Discipline* or other directives of the general church and district, and provided they are approved by the local board of Christian education (363:2) and the local board of administration (316:23).

## **B. Constitution of District Wesleyan Youth**

**1290. Article 1. Name.** All local WY organizations within the bounds of a district shall be known collectively as Wesleyan Youth of the \_\_\_\_\_ District of The Wesleyan Holiness Church.

**1292. Article 2. Purpose.** The purpose of the district Wesleyan Youth is to carry out the mission of WY (1272) on the district level and to train local WY leaders for effective ministry to youth.

**1294. Article 3. Relationship.** The district WY shall be a ministry of the district of The Wesleyan Church to which it belongs, operating for the benefit of local WY organizations, subject to the supervision of the district superintendent, coordinating its programs with the district board of Christian education, being amenable to the district board of administration.

**1296. Article 4. District WY Leadership.**

(1) **District WY Cabinet.** The district WY cabinet shall be composed of the district WY president as chairman, the district WY treasurer, two teen members, two or more members appointed by the district WY president, and the district superintendent.

(a) **District WY President.** The district WY president is elected by the district WY convention (1300:4a). The initial election shall be for a term of one year, and reelection thereafter shall be for a term of two years. Total years of service as district WY president shall not exceed seven years.

(b) **District WY Treasurer.** The district WY treasurer shall be elected by the district WY convention for a term of one year.

(c) **Teen Members.** There shall be two teen members elected by the district WY convention for a term of one year.

(d) **Appointed Members.** The district WY president, in consultation with the district superintendent, shall appoint two or more additional members for a one-year term within thirty days after the district WY convention, subject to ratification by the district board of administration.

(e) **District Superintendent.** The district superintendent shall be an *ex officio* member of the cabinet (51 1:10).

(2) **Qualifications.** All cabinet members must be full members of The Wesleyan Church within the district and have a burden and vision for youth ministry.

(3) **Amenability and Vacancies.** The district WY cabinet members shall be amenable to the district board of administration and may be removed when the best interests of the WY or district so require by a majority vote of the district board of administration. Vacancies of elected positions shall be filled by the district board of administration, and vacancies in appointed positions shall be filled by the district WY president subject to the approval of the district board of administration.

**1298. Article 5. Duties of District WY Leaders.**

(1) **Criteria.** Cabinet members shall carry out their duties in keeping with *The Discipline*, the WY constitutions, and the official WY handbook authorized by the General Board of Administration and issued by the General Department of Youth.

**(2) Duties of District WY President.**

(a) To exercise leadership by coordinating and directing the ministry of district WY.

(b) To appoint two or more members to the district WY cabinet within 30 days after the district WY convention (cf. 1296: 1).

(c) To appoint a chairman pro tem of the WY cabinet to serve in his absence.

(d) To assign such responsibilities to cabinet members as are needed to carry out the purpose of district WY (cf. 1292).

(e) To preside over meetings of the district WY cabinet.

(f) To serve as an *ex officio* member of all district WY committees.

(g) To preside over sessions of the district WY convention, except when the General Secretary of Youth or his designated representative is present and presiding (906:6).

(h) To supervise the recruiting and equipping of local youth leaders in cooperation with pastors and local boards of administration, seeking to organize local WYs in every church.

(i) To report annually to the district conference (473:13) and the district WY convention regarding the state of the youth movement, including realization of goals and his vision for the future.

(j) To cooperate with the general WY director and the general WY executive committee (1316; 1318).

(k) To be a nonvoting member of the district conference by virtue of his office (440:8) unless he is a voting member by some other right.

(l) To appoint one member of the district WY cabinet to serve as secretary of the cabinet and the district WY convention.

### **(3) Duties of the District WY Treasurer.**

(a) To receive, record, and hold all monies remitted by local WY secretary-treasurers or raised by the district WY.

(b) To disburse funds in accordance with the financial plans of the district WY cabinet, the district WY convention, and the General Department of Youth.

(c) To report annually to the district conference (473:13) and district WY convention (1300:6), and to the district WY president and cabinet as requested.

(d) To submit the district WY treasurer's books annually to the district auditing committee (521-522), and when ordered by the district board of administration.

### **(4) Duties of the District WY Cabinet.**

(a) The District WY cabinet shall direct the ministries of the district WY between the annual district WY conventions, including local leadership development, spiritual development and service opportunities, finances, communications, fellowship, and other ministries.

(b) The district WY cabinet may also appoint others to direct specific youth ministries as necessary.

**(5) Other Committees.** Each district WY may also have such other committees as the district WY cabinet shall deem necessary.

## **1300. Article 6. District WY Convention.**

**(1) Purpose.** The district WY convention shall rally the district youth movement to the mission of WY through inspiration, a call to commitment, and the transaction of business (cf. 1272).

### **(2) Organization.**

(a) There shall be an annual district WY convention at a time and place as recommended by the district WY cabinet and approved by the district board of administration (486:22).

(b) The district WY president shall preside over the district WY convention unless the general secretary of youth or his designated representative is present and presides (906:6).

### **(3) Membership.**

(a) Voting members of the district WY convention shall include the district superintendent, the district WY cabinet, each local adult youth leader or pastor/youth pastor and WY president plus delegates from each organized local WY (1273).

(b) The district WY convention may have such honorary members as it desires.

### **(4) Committees.**

(a) **Nominating Committee.** The district WY convention shall elect three members to serve with the district WY president and the district superintendent as the nominating committee. The district superintendent shall serve as chairman. Elected members of the nominating committee shall not succeed themselves. The nominating committee shall present nomination(s) for district WY president to the district board of administration for their approval, or additional nominations, prior to the district WY convention (486:22). The nominating committee shall then present to the convention the nomination(s) for district WY president, district WY treasurer, teen cabinet members (1296:1c), and nominating committee members.

(b) **Other Committees.** The district WY convention may appoint other committees as it deems essential.

(5) **Election Procedure.** The district WY president shall be elected by majority ballot from the nominees submitted by the nominating committee and approved by the district board of administration. The district WY treasurer and two teen cabinet members shall be elected by a majority ballot of the district WY convention from the nominations submitted by the nominating committee or other nominations from the floor. The nominating committee may be elected in any manner desired by the district WY convention. All elections other than district WY president (486:12) must be ratified by the district board of administration before becoming final (486:22).

(6) **Amenability.** All plans and actions of the district WY convention shall be subject to the approval of the district board of administration (486:22).

**1302. Article 7. Zones.** A district WY cabinet may organize activities within one or more zones which meet for inspiration and fellowship (cf. 486:12).

**1304. Article 8. Bylaws.** The district WY convention may adopt such bylaws as it deems essential, provided they are in accord with *The Discipline*, the constitutions and mission of WY, and other directives of the general church and district in coordination with the district board of Christian education and subject to the approval of the district board of administration.

### C. Constitution of General Wesleyan Youth

**1310. Article 1. Name.** All local and district WY organizations shall be known collectively as Wesleyan Youth, an auxiliary of The Wesleyan Holiness Church.

**1312. Article 2. Purpose.** General Wesleyan Youth shall carry out the mission of Wesleyan Youth, securing the cooperation of local and district WY organizations, providing resources and motivating them to accomplish the mission of Wesleyan Youth (cf. 1272).

**1314. Article 3. Relationship.** General Wesleyan Youth shall be a ministry of The Wesleyan Church and shall be subject to the direction of the General Department of Youth.

**1316. Article 4. General Secretary of Youth.** The general secretary of youth shall be the general WY director, serving as the executive officer of the general WY organization. Complete regulations governing his election and duties are found in 905-906 (cf. 1300:2b).

#### **1318. Article 5. General WY Executive Committee.**

(1) **Membership.** The general WY executive committee shall be composed of the general WY director as chairman and the area WY directors.

(2) **Duties.** The general WY executive committee shall hear the reports of the general WY director and the area WY directors; approve the official WY handbook; adopt recommendations to the general secretary of youth which he may present to the General Board of Administration (906:1); serve as an advisory body to provide counsel and assistance to the general WY director (909); submit memorials to the General Conference including proposed changes in *The Discipline* (636); supervise area finances; approve area budgets; approve dates of area functions. All plans of the general

WY executive committee shall be subject to the approval of the General Board of Administration.

**1320. Article 6. Area.**

**(1) Area Wesleyan Youth Director.**

(a) **Qualifications.** Each area WY director shall be a full member of The Wesleyan Holiness Church and shall reside and hold his church membership within the area which he represents and serves.

(b) **Election Procedure.** The general WY director, after polling the district WY presidents, shall present nominations for an area WY director for each area to the General Board of Administration for election. The area WY director shall take office at a time determined by the General Board of Administration, shall serve for four years or until his successor is elected and qualified, and shall be amenable to the general WY executive committee. He may be removed by the General Board of Administration by a majority vote of all the members when it is in the best interests of Wesleyan Youth or the Church. The General Board of Administration shall have power to fill any vacancies.

(c) **Duties.** The area WY director shall be responsible to cooperate with the general WY director and the general WY executive committee exercise leadership of the area WY, report when requested to the general WY executive committee, nominate an assistant area WY director and other officers as he deems necessary to the general WY executive committee for election, and assume other duties assigned by the general WY executive committee in keeping with *The Discipline* and the *GBA Policy for Youth*.

(2) **Area WY Convention.** An area WY convention shall be held quadrennially, primarily for the purposes of inspiration, instruction, and fellowship, the time and place to be approved by the general WY executive committee.

**1322. Article 7. General WY Treasurer.** The general treasurer of The Wesleyan Church shall be the general treasurer of WY (761:2), receiving, holding, and disbursing all general WY funds in keeping with the actions of the general WY executive committee as approved or authorized by the General Board of Administration.

**1324. Article 8. General WY Convention.** There shall be a quadrennial general WY convention primarily for inspiration, instruction, and fellowship. It shall be held at a time and place recommended by the general WY executive committee (1318:2) and approved by the General Board of Administration (691:45).

**D. Amendments to WY Constitutions**

**1327.** The local, district, or general constitutions of Wesleyan Youth may be amended by majority vote of the General Conference at any regular or special session. Proposed amendments shall be submitted in the manner given in 636.

**PART VIII**

## CORPORATIONS

### Chapter I

#### LOCAL CHURCH CORPORATIONS

##### A. Authorization

**1385.** A local church within an established district may be incorporated (cf. 274:14) when so authorized by the district board of administration (486:30) and when in the opinion of the district board of administration it is deemed necessary for the floating of bonds, the securing of commercial loans, or some other special reason. The incorporation of a local church within a pioneer district or mission district may be authorized when deemed necessary by the General Secretary of Extension and Evangelism (837:5)

**1386.** The articles of incorporation and bylaws for the incorporation of a local church shall be according to the standard provisions in 1388, any other pertinent requirements of *The Discipline*, the requirements of local laws as advised by competent legal authority, and shall be approved in writing by the authorizing district board of administration or official (1385).

##### B. Standard Provisions

**1388.** The standard provisions for the incorporation of a local Wesleyan Holiness church are as follows provided that whenever such standard provisions shall conflict with the local laws under which the incorporation is effected; such provisions shall be deemed to be modified to the extent necessary to conform to such local laws (1467).

(1) The name of the corporation shall be: " \_\_\_\_\_ (name or place)  
The Wesleyan Holiness Church, Inc."

(2) The primary purposes for which the corporation is formed shall be religious, benevolent, charitable, and educational in keeping with the purposes of The Wesleyan Holiness Church as set forth in its *Discipline* (cf. 75-76; 101; 826; 886), and shall not be for the pecuniary gain or profit to the members thereof, and especially, to purchase, hold in trust for the benefit and use of the members and ministers of The Wesleyan Holiness Church, manage, encumber, sell, transfer, or otherwise dispose of property, real, personal, or mixed, as may be necessary or convenient for the purposes of the corporation; to acquire or erect and maintain buildings for the worship of God, the use and occupancy of its ministers, Christian education, and other purposes in keeping with the doctrines and principles of The Wesleyan Holiness Church; to receive, manage, and hold in trust for members and ministers of The Wesleyan Holiness Church, and any and all donations, bequests, and devises of any kind or character that may be given, bequeathed, or conveyed to the local church or to the trustees of the local church as

such, and to administer the same and income there from in accordance with the directions of the donor, trustor, or testator; provided that any and all of the foregoing purposes shall be carried out in conformity with the provisions of *The Discipline* of The Wesleyan Holiness Church as legislated and declared from time to time (cf. 1393).

(3) The corporation shall be subject to The Wesleyan Holiness Church, its duly elected officials, and its rules and regulations as set forth in its *Discipline* from time to time and as otherwise legislated and declared in keeping with said *Discipline*.

(4) The bylaws of the corporation shall include *The Discipline* of The Wesleyan Church as legislated and declared from time to time; and no other bylaws shall be adopted that are inconsistent with the provisions of said *Discipline* (1386).

(5) The term for which the corporation is to exist is perpetual.

(6) If the corporation shall be dissolved or become inactive, or whenever the board of directors (1388:7) shall cease to function or cease to be amenable to The Wesleyan Holiness Church as set forth in the Judiciary (1558; 1581-1582), any or all assets of the corporation shall inure to the district of which the local church is a member, and the district board of administration shall be authorized and empowered to carry on the function of said board of directors (486:30,32).

(7) The directors of the corporation shall be the members of the local board of trustees as set forth in *The Discipline* (cf. 348-351; 1465-1515), who shall carry out the directions of the local church conference (274:13) and the local board of administration (316:27) as set forth in *The Discipline*. A member of the board of directors shall not be personally liable for the debts, liabilities, or obligations of the corporation.

(8) The members of the corporation shall be the full members of the local church, or such other body as local laws may require, provided that each voting member of the corporate body shall be a full member of The Wesleyan Holiness Church.

### **C. Ownership**

**1391.** All grants, conveyances, devises, gifts, transfers, and assignments made of any property, real, personal, or mixed, to or for an incorporated local church shall be held by and/or *conveyed and transferred to the corporate body in its corporate name*, in trust for the use and benefit of such local church and The Wesleyan Church, and subject to *The Discipline* regulations, and appointments of said Church as from time to time legislated and declared. Every instrument or conveyance of real property shall contain the trust clause as set forth in 1481 (cf. 1496) and shall be approved by the district superintendent as being in conformity with the requirements of *The Discipline* (511:11).

### **D. Acquisition, Sale, Transfer, or Mortgage of Property**

**1393.** An incorporated local church shall acquire, purchase, sell, mortgage, transfer, or otherwise dispose of real property subject to the following authorization and conditions:



(1) A resolution authorizing the proposed action shall be recommended by the local board of administration (316:31) and passed by the local church conference (274:13) in corporate session, or such other corporate body as local laws may require and as set forth in the articles of incorporation and bylaws of the local church corporation, with the members thereof acting in their capacity as members of the corporate body, by a majority vote of those present and voting, at any regular or special session duly called for such purpose (263:1-2; 265:1), provided that notice of such intended action shall be given to the full members of the local church through announcement from the pulpit in two regular services, the first of which shall be at least one week prior to the meeting at which the action shall be presented, and in the church bulletin, when such is available (cf. 265:1), and through such other notice as may be required by local laws or by the bylaws of the local church corporation.

(2) The district building committee shall study the proposal of the local church whenever the purchase of property, the construction or remodeling of buildings, or other work of the committee is involved as set forth in 523, and shall give its written recommendation to the district board of administration and the local church.

(3) The written approval of the district board of administration as stated in 486:30 shall be necessary and shall be affixed to the written instrument involved.

(4) The resolution authorizing such proposed action shall direct and authorize the corporation's board of directors (1388:7) to take all necessary steps to carry out the action so authorized, and to cause to be executed, as hereinafter provided, any necessary contract, deed, bill of sale, mortgage, or other written instrument.

(5) The board of directors of the local church corporation (1388:7) shall take such action and adopt such resolutions as may be necessary or required to carry out the proposal as approved, provided that such shall be in conformity with *The Discipline* and as required by local laws (1467).

(6) The chairman of the board of directors (1388:7), or another designated director shall submit all written instruments of conveyance and title for the acquisition of property to the district superintendent for his approval as to their conformity with *The Discipline* as stated in 511:11 and shall see that permanent legal and property records are properly stored as required in 1511.

### **E. Other Regulations**

**1395.** An incorporated local church and/or its board of directors (1388:7) may not divert property from the ownership and use of The Wesleyan Holiness Church and is subject to other regulations concerning local church property as set forth in *The Discipline* 1465-1485; 1500-1515, and any other pertinent provisions.

**1397.** The proceeds from the sale of any real property by an incorporated local church shall only be used for the purchase or improvement of property for that local church, unless otherwise authorized by the district board of administration as set forth in 1500- 1503 (cf. 486:30)

## Chapter II

### DISTRICT CORPORATIONS

#### A. Authorization

**1401.** The district conference of each established district shall be incorporated or shall cause a corporation to be formed and maintained (473:21) such as will enable it to receive, hold in trust, encumber, sell, transfer, and otherwise dispose of district property and such local property as may be held by the district (cf. 163:8; 1491-1494; 1503-1510; 1513-1515), and to facilitate the management of its legal and corporate affairs in such manner as may be directed by the district conference (473:21) from time to time and according to *The Discipline* (1480). In places where such incorporation is prohibited by law, or where the law requires the property to be held by trustees, the legal affairs of the district shall be administered as set forth in 1524-1529.

**1402.** A mission district may be incorporated when so recommended by the General Secretary of Extension and Evangelism (837:5) and authorized by the General Board of Administration (691:52) or its Executive Board, and such incorporation shall be according to the standard provisions for an established district (1404).

**1403.** The articles of incorporation and bylaws for the incorporation of a district, and any amendments thereto, shall be according to the standard provisions in 1404 and any other pertinent requirements as set forth in *The Discipline*, and shall be subject to the approval of the General Board of Administration (691:52).

#### B. Standard Provisions

**1404.** The standard provisions for the incorporation of a district of The Wesleyan Holiness Church shall be as listed herewith, provided that when such standard provisions shall conflict with local laws under which the incorporation is effected, said standard provisions shall be deemed to be modified to the extent required by the local laws (1467):

(1) The name of the corporation shall be: "\_\_\_\_\_ (official district name) District of The Wesleyan Holiness Church, Inc."

(2) The primary purposes for which the corporation is formed shall be religious, benevolent, charitable, and educational in keeping with the purposes of The Wesleyan Holiness Church as set forth in its *Discipline* (cf. 75-76; 101; 826; 886), and shall not be for the pecuniary gain of the members thereof, and especially shall be to acquire, purchase, manage, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any property, real, personal, or mixed, as may be necessary or convenient for the purposes of the corporation; provided that all such property shall be held in trust, in the corporate name, for the benefit and use of the members and ministers of The Wesleyan Holiness

Church as set forth in 1405; to acquire or erect and maintain buildings for the worship of God, the use and occupancy of its ministers, Christian education, and other activities that are in harmony with the doctrines and purposes of The Wesleyan Holiness Church; to receive and hold in trust for the benefit and use of the members and ministers of The Wesleyan Holiness Church any and all donations, bequests, and devises of any kind or character, real, personal, or mixed, that may be given, devised, bequeathed, or conveyed to the district, or to the district board of trustees as such, for any purpose consistent with the purposes of the corporation, and to administer the same in accordance with the direction of the donor, trustor, or testator; and in addition to have all other powers as are expressly or impliedly given to said corporation by the laws under which it is incorporated when such do not contravene the provisions of *The Discipline*.

(3) The corporation shall be subject to The Wesleyan Church, its duly elected officials, and its rules and regulations as set forth in *The Discipline* as legislated and declared from time to time and as otherwise directed by the General Conference (650:4) and the General Board of Administration (691:52); and shall not have authority to divert property from the ownership or use of The Wesleyan Holiness Church and its duly elected officials (cf. 1528:1529).

(4) The bylaws of the corporation shall include *The Discipline of The Wesleyan Holiness Church* as legislated and declared from time to time, and no bylaws shall be adopted that are inconsistent with the provisions of said *Discipline* (1403).

(5) The term for which the corporation is to exist is perpetual.

(6) The district board of administration, duly constituted and organized as required in 476-485, shall be the board of directors of the district corporation (486:13), shall exercise its corporate powers, shall carry out the duties assigned to the district board of administration in *The Discipline* in all matters relating to property in 1524-1525 and any other provisions. It shall carry out the directions of the district conference (473:22; 486:14), and, in the interim of its sessions, shall have power to act on its own resolution to acquire, purchase, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any property, real, personal, or mixed, as may be deemed necessary or convenient for the purpose of the district and so to order the district board of trustees (528-529; 1527), provided that in transactions concerning real property used for district purposes, such as a district parsonage for the district superintendent, district headquarters, or district campground, the district board of administration shall consult with the General Superintendent over the district (743:16), and further provided that said district board of administration shall be subject to the general regulations concerning property as set forth in 1465-1485. The district board of administration of an incorporated district, acting as its board of directors, may authorize and direct the district corporation to guarantee in writing any note, mortgage, contract, or any other evidence of indebtedness, of any local church of said district. The district board of administration shall be amenable to the district conference, the General Board of Administration, and the General Conference (cf. 1528-1529). A director shall not be personally liable for the debts, liabilities, or obligations of the corporation.

(7) The board of directors (1404:6) shall be authorized and empowered to institute all necessary legal and equitable actions in the name of the district corporation to protect the interests and rights of The Wesleyan Holiness Church within the bounds of the district, including all matters relating to property and the rights to property, whether arising by gift, devise, or otherwise, for all property held by the district

corporation and all property held by local churches, circuits, or other agencies within the bounds of the district.

(8) The members of the corporation shall be the members of the district conference as constituted and organized in 437-445, or such other body as local laws may require, provided that all voting members of the corporate body shall be full members of The Wesleyan Holiness Church.

(9) In the event the corporation shall be dissolved, or become inactive, or whenever the board of directors (1404:6) shall cease to function, any and all assets of the corporation shall inure to The Wesleyan Holiness Church Corporation (1411), and the General Board of Administration in the name of The Wesleyan Holiness Church Corporation shall carry on the functions of the corporation and exercise its corporate powers and shall be authorized to institute any necessary legal or equitable actions to preserve the interests and rights of the district and of The Wesleyan Holiness Church (691 :52).

### **C. Ownership**

**1405.** All grants, conveyances, devises, gifts, transfers and assignments made of any property, real, personal or mixed, to or for an incorporated district shall be held by and/or conveyed and transferred to the corporate body in its corporate name, in trust for the use and benefit of the members and ministers of The Wesleyan Holiness Church and of such district and subject to *The Discipline*, regulations, and appointments of said Church, as from time to time legislated and declared. Every instrument or conveyance of real property shall contain the trust clause as set forth in 1481 (cf. 163:8).

### **D. Other Regulations**

**1406.** The members (1404:8) and/or board of directors (1404:6) of a district corporation shall not have authority to divert any property from the ownership and use of The Wesleyan Holiness Church and its duly elected officials, and said members and/or board of directors are subject to the regulations concerning property held by a district as set forth in *The Discipline* (cf. 1528-1529; 1597). The board of directors of a district corporation shall consult with the General Superintendent over the district concerning transactions involving real property used for district purposes such as a district parsonages headquarters, or campground (743:16; cf. 1525:1).

## **Chapter III**

### **THE WESLEYAN HOLINESS CHURCH CORPORATION**

#### **A. Name and Purpose**

**1411.** The General Conference shall cause a corporation to be formed and maintained for The Wesleyan Holiness Church such as will enable it to receive own, encumber, sell, transfer, and otherwise dispose of property, and such as will facilitate the management of its legal and corporate affairs as may be directed by the General Conference from time to time (650:5). Said corporation shall be known and incorporated under the name of The Wesleyan Church Corporation.

### **B. Board of Directors**

**1412.** The General Board of Administration, duly constituted and organized as required by *The Discipline* (678-688), shall be and constitute the board of directors of The Wesleyan Holiness Church Corporation and of each of its precedent corporations as listed in 1416. The corporate powers, business, and other affairs of the Corporation shall be exercised, conducted and controlled by its board of directors in accord with its articles of incorporation and bylaws, *The Discipline* of The Wesleyan Holiness Church as from time to time amended, any other directives of the General Conference (691:8,17), and the laws of the several states (1467). The Executive Board, duly constituted and organized as required by *The Discipline* (693-702), shall be the executive committee of said board of directors and shall exercise its powers and authority in the interim of its sessions except for that business which requires more than a simple majority of said board (701:2), shall carry out such duties as are required of it by the board of directors, and shall be subject at all times to the control of said board of directors (cf. 693; 701). The board of directors shall be authorized to appoint committees from among its own members and to delegate its corporate powers to such committees as it may deem wise in the interim of its sessions, all as may be permitted by the corporation laws of the state of Indiana.

### **C. Officers**

**1414.** The president, vice-president, and other officers of the Corporation shall be elected by the board of directors, with the exception of the General Secretary who shall be the secretary of the Corporation (755:1) and the General Treasurer who shall be the treasurer of the Corporation (761:1). All officers shall serve as set forth in the bylaws.

### **D. Donations, Bequests, Devises**

**1418.** The Wesleyan Holiness Church Corporation shall receive and hold in trust by donation, gift, grant, bequest, devise, or otherwise, any property, real, personal, or mixed, in any country in the Caribbean or any other country, in behalf of The Wesleyan Holiness Church, or any of its subsidiary interests, for any benevolent, charitable, religious, or educational purpose, and to administer the same and the income therefrom in accordance with the directions of the donor, trustor, or testator, and in the

interests of the general department, office, institution, agency, society, or other body contemplated by such donors, trustors, or testators, the whole to be under the direction of and amenable to the General Conference (650:4-5). The board of directors shall have power, with the advice of competent investment counsel, to invest, reinvest, buy, sell, transfer, and convey any and all funds and properties which it may hold in trust, subject always to the terms of the legacy, devise, or donation, and shall, whenever it is necessary to do so, determine the use or uses of each such fund or trust which shall correspond with the general intentions of the donor, trustor, or testator.

### **E. Power of Intervention**

**1420.** The General Board of Administration as the board of directors shall be authorized and empowered to intervene and institute all necessary legal and equitable actions in the name of The Wesleyan Holiness Church Corporation to protect the interests and rights of The Wesleyan Holiness Church anywhere including all matters relating to property and rights to property, whether arising by gift, devise, or otherwise, or where held in trust for the benefit and use of the members and ministers of The Wesleyan Holiness Church (691:22; 1404:3; 1480; 1513; 1528-1529).

**1423.** Whenever any group of ministers or members shall put themselves in an attitude of insubordination or disobedience to The Wesleyan Holiness Church as set forth in 1558, the General Board of Administration shall be empowered to institute and carry out disciplinary proceedings as set forth in the Judiciary (1581-1583; 1592-1598) and other pertinent provisions of *The Discipline*, and, when deemed necessary, may authorize a General Superintendent or other general official(s) to request an affirmation of loyalty and reorganize the district or other unit involved as set forth in the Judiciary (1582-1583; 1597-1598). Whenever such insubordination occurs in a local church, the General Board of Administration shall intervene only when the district officials or district board of administration over the local church shall fail or refuse to act.

### **F. Amendments**

**1426.** The articles of incorporation for The Wesleyan Holiness Church Corporation may be amended by the General Conference by a two-thirds vote at any regular or special session (650:5).

## Chapter IV

### SUBSIDIARY CORPORATIONS

#### A. Authorization

1431. The General Conference may authorize the incorporation of any agency, institution (for matters relative to a general educational institution, cf. 928), board, organization, or similar body as a subsidiary corporation of The Wesleyan Holiness Church, and shall approve the articles of incorporation and bylaws and any amendments thereto (650:6). The General Board of Administration shall carry out the directions of the General Conference regarding such subsidiary corporations, assign each one to the proper commission and the supervision of a General Superintendent (737:3); and in the interim of General Conference sessions, may authorize such an incorporation by a two-thirds majority vote of all its members, and may approve the articles of incorporation and bylaws and any amendments thereto for any subsidiary corporation except as otherwise restricted by the General Conference (691:19; cf. 1459:2).

#### B. Standard Provisions

**1432.** The articles of incorporation and bylaws, or charter, for the incorporation of any agency, institution (other than a general educational institution, cf. 928), board, organization, or similar body as a subsidiary corporation (1431), now established or hereafter created, shall be in accord with the following standard provisions, provided that whenever such standard provisions shall conflict with the local laws under which the incorporation is effected, such provisions shall be deemed to be modified to the extent required by the local laws (1467):

(1) The purposes of the subsidiary corporation shall be in keeping with the religious, charitable, benevolent, and educational purposes of The Wesleyan Holiness Church and consistent with its doctrines and principles as stated in *The Discipline* (cf. 75-76; 101; 791; 826; 886); and pecuniary profit shall not accrue to the members of the corporation.

(2) The bylaws of the corporation shall include *The Discipline* of The Wesleyan Holiness Church as amended from time to time (1476); and no bylaws may be adopted that are inconsistent with the provisions of *The Discipline* or contrary to local laws as stated in 1467. The bylaws and any amendments thereto, shall be subject to the approval of the General Board of Administration, who shall also have the right to initiate any such bylaws or amendments, provided they do not contravene any action of the General Conference (691:19; cf. 1459:2).

(3) The General Board of Administration shall be and constitute the board of directors or shall elect the members of the board of directors as required by the Constitution, except where prohibited by local laws (172:2; 691:20; 1467), and shall have the authority to remove for cause any member (691:57b).

(4) All members of the board of directors and key officers shall be full members or ministers of The Wesleyan Holiness Church.

(5) A member of the board of directors may not be held personally liable for any debts, liabilities, or obligations of the corporation.

(6) All fiscal operations shall be under board control, with budget, investment, and cash control by a board of directors of no less than seven members.

(7) The General Board of Administration shall be authorized to direct an annual audit of all assets, records, and other affairs of the corporation, and at any other time as it shall deem necessary (691:21), and all records shall be open to the General Superintendent having supervision over the corporation (743:5) and to any other representative the General Board of Administration shall appoint for such a purpose.

(8) The board of directors shall make a complete and faithful report of finances and other activities annually to the General Board of Administration and at any other time as shall be required (691:23).

(9) An official copy of the minutes of all meetings of the board of directors and of the financial reports shall be forwarded to the General Secretary for permanent filing (755:5a, d).

(10) The bylaws shall establish proper safeguards for the borrowing or loaning of funds, and it shall be required that there will be adequate security by full mortgage protection or otherwise whenever there is an investment in property.

(11) All property shall be held in trust for the use and benefit of the members and ministers of The Wesleyan Holiness Church and shall contain the appropriate trust clause as set forth in 1481.

## **PART IX.**

### **PROPERTY**

#### **Chapter I**

### **GENERAL REGULATIONS**



### **A. Application**

**1465.** The general regulations set forth in this chapter shall be binding on all trustees and their governing bodies of The Wesleyan Holiness Church, whether local, district, or general church, including all institutions, subsidiary corporations and similar bodies, unless otherwise stated in *The Discipline* or in the articles of incorporation and bylaws governing such trustees.

### **B. Local Laws**

**1467.** All provisions of *The Discipline* relating to property, both real and personal, and relating to the formation and operation of any corporation, are conditioned upon their being in conformity with the local laws (1477) of the country, state, territory, or other like political unit within the geographical bounds of which the property is situate; and in the event of conflict therewith, said provisions of *The Discipline* shall be modified to the extent required to conform with any such local laws. This regulation, however, shall not be construed to give the consent of The Wesleyan Holiness Church to deprivation of its property without due process of law, or to the regulation of its affairs by statute where such regulation violates the constitutional right of freedom of religion, separation of church and state, or the rights of the Church to maintain its polity.

### **C. Requirements**

**1469.** A trustee must be a full member of The Wesleyan Holiness Church. Whenever a trustee ceases to be a member of The Wesleyan Holiness Church for any reason, his office as trustee shall be declared vacant and a successor shall be elected for the unexpired term in the manner provided in *The Discipline*.

**1470.** All trustees shall administer their duties in accord with *The Discipline* as from time to time amended, as directed by the governing body to which they are amenable, and subject to local laws as set forth in 1467. Whenever a trustee refuses to carry out properly given orders and instructions and submit to the authority to which he is amenable, he may be removed from office and a successor shall be elected for the unexpired term as provided for in *The Discipline*.

**1471.** A board of trustees shall have and hold in trust for the use and benefit of the members and ministers of The Wesleyan Holiness Church any and all property committed to it; shall see that titles are good; that deeds and all written instrumentalities are in harmony with *The Discipline* and with local laws as set forth in 1467; that all property deeds and titles contain the required trust clause as set forth in 1481, that they are promptly recorded; that abstracts and all other legal papers are properly stored and secured; and shall perform such other duties as are required of them in *The Discipline* or by the governing body to which they are amenable, and, in the case of incorporated bodies, as set forth in the articles of incorporation and bylaws or charter of the corporation.

#### **D. Restrictions**

**1472.** A trustee or board of trustees and/or its governing body may not divert property from the ownership and use of The Wesleyan Holiness Church.

**1474.** A board of trustees shall not normally accept a deed which contains a clause by which the land conveyed may revert to the original grantor his heirs or assigns.

#### **E. Terms**

**1476.** "*The Discipline*" shall always refer to *The Discipline* of The Wesleyan Holiness Church as from time to time legislated and declared (91-97; 100; 185; 650:1-2; 740:26).

**1477.** "Local laws," whenever used in *The Discipline* with respect to property or any other legal matters, shall be construed to mean the laws of the country, territory, state, or other like political unit within which the property is located.

#### **F. Trust Clause and Release Therefrom**

**1480.** All property, whether real, personal, or mixed, acquired by any local church, circuit, district, institution, agency, or other similar body of The Wesleyan Holiness Church, whether incorporated or unincorporated, shall be held in trust for The Wesleyan Holiness Church, incorporated as The Wesleyan Holiness Church Corporation under the laws of the state of Indiana, and shall contain the trust clause as set forth in 1481 (cf. 160:6 and 163:8). The absence of the trust clause in the evidence of the title or other written instruments, regardless of whether such absence is due to mistake, inadvertence, or willful omission, shall in no way exclude a local church, circuit, district, institution, agency, or similar body, whether incorporated or unincorporated, from or relieve it of its responsibility to The Wesleyan Holiness Church and subjection to the authority of said Church, and such property can only be sold, transferred or otherwise disposed of in accord with the provisions of *The Discipline*, concerning the sale, transfer, or encumbrance of property.

(1) For property in pioneer districts see 218, 1490; 1520; 1533; cf. 1411-1423; 1465-1485.

(2) For property in mission districts see 411:3; 416:1,3; 1490; 1521-1523; cf. 1411-1423; 1465-1485.

(3) For local property in established districts see 205:4; 209:4; 213:5; 274:13-14; 294:24-25; 316:27-31; 348-351; 421:3; 473:21-22; 486:13-14,30; 511:11; 523; 528-529; 1385-1397; 1401-1406; 1465-1485; 1491-1515; cf. 1420-1423; 1524-1529.

(4) For district property in established districts see 421:3; 473:21-22; 486:13-14,30; 511:11; 523; 528-529; 1401-1406; 1420-1423; 1465-1485; 1524-1529.

(5) For general church property see 1411-1426; 1465-1485; 1531-1535; cf. 198; 755:12.

(6) For property of a general educational institution see 1465-1485; cf. 928; 1420-1423.

(7) For property of a subsidiary corporation, board, or institution, other than a general educational institution see 1431-1437; 1465-1485; cf. 1420-1423.

**1481.** All titles, deeds, and other written instruments for the conveyance of property to or for The Wesleyan Holiness Church as set forth in 1480 shall contain the following trust clause:

In trust for the use and benefit of the ministry and members of The Wesleyan Holiness Church, incorporated under the laws of the state of Indiana as The Wesleyan Holiness Church Corporation, subject to *The Discipline*, regulations, and appointments of said Church as from time to time legislated and declared.

**1483.** Real property acquired by a conveyance containing the foregoing trust clause in 1481 may be sold in conformity with the provisions of *The Discipline*, and when such provisions have been complied with, the real property so sold or conveyed shall be released from the foregoing trust clause, and the trustees enabled to give a good and sufficient deed (cf. 1496:1).

**1485.** Real property acquired by a conveyance containing the foregoing trust clause in 1481 may be mortgaged or otherwise encumbered in conformity with the provisions of *The Discipline*, and when such provisions have been complied with, the foregoing trust clause shall be subordinated to the mortgage lien (cf. 1496:2).

## Chapter II

### LOCAL CHURCH PROPERTY

#### A. Pioneer Church Property

**1490. Pioneer District and Mission District.** Pioneer churches within the bounds of a pioneer district or mission district shall be under the jurisdiction of the General Department of Extension and Evangelism as set forth in 1520 and 1521-1523.

**1491. District.** The regulations concerning property for a pioneer church within the bounds of an established district are:

(1) The district board of administration shall be vested with power and authority to purchase, manage, sell, encumber, transfer, and dispose of any and all property of a pioneer church, whether real, personal, or mixed (205:4; 486:13-14), and shall direct the pastor and the local advisory council concerning the same in keeping with *The Discipline* (486:1,28).

(2) The pastor and local advisory council of a pioneer church shall be responsible to supervise, control, and maintain the property under their care as directed by the district superintendent and the district board of administration (205:3-4; 486:1, 28).

(3) All property of a pioneer church shall be held by the district in trust for the use and benefit of the members and ministers of The Wesleyan Holiness Church as required in 163:8 and shall contain the trust clause as given in 1481 (cf. 1405; 1480-1485; 1524).

(4) Whenever a pioneer church has been organized as an established church (209-210), the district board of trustees may transfer the property to the local board of trustees as set forth in 1494, provided that the property is free of debt.

**1492. Reclassification.** Whenever an established church is reclassified as a pioneer church as set forth in 209:5; 473:24; and 486:27, the office of the members of the local board of administration and the local board of trustees shall thereupon cease (351 :5) and the district board of administration shall be responsible for the property as set forth in 1491:1-4 (cf. 205). Whenever the property of such a church has been held by the local trustees, it shall be conveyed or transferred to the district to be held as set forth in 1524 (cf. 351:5).

#### B. Church Property

##### 1. Ownership

**1494.** Local property within an established district may be held by the local church or by the district, as decided upon by the district conference (cf. 473:21-22). In those districts where the local churches are to hold their own property, all grants, conveyances, devises, gifts, transfers, and assignments now owned or hereafter acquired

of any property, real, personal, or mixed, to or for any unincorporated local church, or any organization, board, or similar body connected thereto, shall be held by and/or conveyed to its duly elected board of trustees, and to their successors in office and their assigns, as the board of trustees of such local church, in trust for the benefit and use of the members and ministers of The Wesleyan Holiness Church, subject to its *Discipline*, regulations, and appointments as from time to time legislated and declared and shall contain the appropriate trust clause as set forth in 1481 (cf. 1480; 1483). An omission of the name of any

or all of the trustees shall not render any instrument invalid. (The regulations for an incorporated local church are set forth in 1385-1397.) In those districts where the district is to hold local property (cf. 163:8), such local property shall be held as set forth in 1405 or 1524.

## **2. Trust Clause and Release Therefrom**

1496. All written instruments of conveyance by which property is held or hereafter acquired by any local church, whether incorporated or unincorporated, shall contain the trust clause in 1481, and release therefrom shall be as follows:

(1) Whenever the real property of a local church acquired by a conveyance containing the trust clause as set forth in 1481 is sold in conformity with the provisions of *The Discipline* (1498-1500), the written approval of the district board of administration (1498:3) shall constitute a release and discharge of the real property so sold and conveyed from the trust clause (cf. 1483).

(2) Whenever the real property of a local church, acquired by a conveyance containing the trust clause in 1481, is mortgaged or encumbered as provided for in *The Discipline* (1498-1500), the written approval of the district board of administration for such mortgage or encumbrance (1498:3) shall constitute a formal recognition of the priority of such mortgage lien and the subordination of the trust clause thereto (cf. 1485).

## **3. Acquisition, Sale, Mortgage, and Transfer of Property**

**1498.** An unincorporated local church within an established district may acquire, purchase, sell, mortgage, transfer, or otherwise dispose of real property in accord with the following authorization and conditions:

(1) A resolution authorizing such action shall be recommended by the local board of administration (316:31), and passed by the local church conference (274:13) by a majority of those present and voting, at any regular or special session duly called for such purpose, provided that notice of the intended action shall be given to the local church members by announcement from the pulpit in two regular services, the first of which shall be not less than one week before the date of the session of the local church conference at which the proposal shall be considered, and that notice shall also be given at least one week in advance in the church bulletin when such is available, and that such other notice shall be given as may be required by local laws (cf. 265: 1).

(2) The proposal shall be studied by the district building committee whenever it involves the purchase of property, the construction or remodeling of buildings, or other work as set forth in 523 and the written recommendation of the district building committee shall be forwarded to the district board of administration and the local church.

(3) The district board of administration, after receiving the recommendation of the district building committee shall approve the proposal of the local church in writing and such approval shall be affixed to the written instrument involved (486:30).

(4) The resolution authorizing such action shall direct that any contract, deed, bill of sale, mortgage, or other necessary written instrument be executed by and on behalf of the local church by the proper officers of the local board of trustees, who thereupon shall be duly authorized to carry out the directions of the local church conference and the local board of administration in keeping with the requirements of *The Discipline* (cf. 348-351; 1465-1485; 1500); and any written instrument so executed shall be binding and effective as the action of the local church.

(5) The chairman of the local board of trustees, or other designated trustee, shall submit all written instruments of conveyance and title for the acquisition of property to the district superintendent for his approval as to their conformity with *The Discipline* as stated in 511:11 and shall see that permanent legal and property records are properly stored as set forth in 1511.

**1500.** The proceeds from the sale of any real property of a local church whether incorporated or unincorporated, shall be used for the purchase or improvement of property for that local church, unless otherwise authorized by the district board of administration (486:30). Whenever a local church does not wish to reinvest the money received as stated herewith, the money shall be forwarded to the district treasurer and shall be used for the purchase of property for a local church, the construction of other churches or parsonages within the bounds of the district, or for district property, as decided upon by the district conference or the district board of administration, provided that all debts against such property being sold shall first be paid.

#### **4. Abandoned Church Property**

**1503.** When the property of a local church is no longer used, a local church may be declared by the district board of administration as discontinued or abandoned (486:27) and the title shall thereupon vest in the district corporation (1401), or in the district board of trustees in the case of an unincorporated district (1527). The district board of administration shall have the authority to order the sale of said property and to appropriate the proceeds for the purchase of property for a local church, the construction of churches or parsonages within the bounds of the district, or for district property. The actions of the district board of administration shall be reported to the next session of the district conference. Any bequests, devises, gift annuities, or other benefits to a local church that accrue or become available after said church has been discontinued shall become the property of the district corporation (1401), or, in the case of an unincorporated district, shall become the property of the district board of trustees (1527).

### **C. Circuit Property**

**1505.** The organization and government for a circuit within an established district are set forth in 212-216. The regulations concerning the acquisition, purchase, sale, encumbrance, transfer, or other disposition of circuit property within an established district shall be the same as for local church property within the district as set forth in 1494 and 1498:1-5. The proceeds from the sale of circuit property shall also be disposed of in the same manner as the proceeds from the sale of local church property as set forth in 1500-1503. The circuit board of trustees shall carry such duties concerning circuit property as are required of a local church board of trustees (cf. 348-351) and shall be subject to the general regulations as set forth in 1465-1485.

**1510.** Whenever the discontinuance of a circuit shall be ordered by the district conference, or whenever a local church is separated from a circuit and established as a separate pastoral charge (473:25), the district conference shall also order the sale or disposition of circuit property, for which a recommendation shall be received from the district board of administration (cf. 486:9c). Each local church shall be entitled to receive its just share of the property in which it has invested funds; and the amount of such value and just share shall be determined by the district board of administration or a special committee appointed for that purpose.

### **D. Property Records**

**1511.** All deeds, titles, and other legal or property records of each pioneer church, church, or circuit within the bounds of the district shall be placed in the custody of the district superintendent (511:11) who shall be responsible for their preservation and permanent filing as directed by the district board of administration (486:15). The district superintendent may authorize a local church to retain such records when deemed necessary in which case a certified or true copy shall be kept in the district files which are in his custody.

### **E. Rights to Property**

**1513.** The district board of administration, in the name of the district corporation (1401; cf. 1527), shall have the right to intervene or to institute any legal or equitable actions as may be deemed necessary against a local church or circuit within the bounds of the district to preserve the rights and interests of the district and The Wesleyan Holiness Church, in all matters relating to property and the rights to property within the bounds of the district, as set forth in the Judiciary (1581-1582) and as otherwise provided for in *The Discipline*. The General Board of Administration, in the name of The Wesleyan Holiness Church Corporation, shall also have the right to intervene and protect the rights and interests of The Wesleyan Holiness Church as set forth in 1420-1423.

**1515.** No local church may vote to withdraw as a body from The Wesleyan Holiness Church, or in any way sever its relation thereto, and no local church conference and/or local board of administration and/or local board of trustees can divert property

from The Wesleyan Holiness Church (351:4; 1472). If any local church violates or in any way attempts to circumvent these provisions, then all right, title and interest in and to all real property of such local church shall thereupon immediately vest in the district corporation (1401) or in the district board of trustees in the case of an unincorporated district (1527); and all such property shall be vacated immediately by the offending party or parties. The district conference or, in the interim, the district board of administration shall have authority to deny the use of any such property to the offending party or parties and to order the immediate eviction of any such party or parties who do not comply therewith.

### **Chapter III**

#### **DISTRICT PROPERTY**

##### **A. Pioneer District Property**

**1520.** The regulations concerning property within the bounds of a pioneer district shall be set forth in the *Policy of the General Board of Administration for Extension and Evangelism* in accord with the following:

(1) The authority for the purchase, sale, encumbrance, transfer, or other disposal of real property within a pioneer district shall be vested in the General Board of Administration (cf. 691:38).

(2) All property shall be held by and/or conveyed to The Wesleyan Holiness Church Corporation and shall be general church property (1533), except when otherwise required by local laws or otherwise directed by the General Board of Administration (cf. 691:38), in which case it shall be held in trust for the benefit and use of the members and ministers of The Wesleyan Holiness Church and shall contain the appropriate trust clause as set forth in 1481 (cf. 1480-1485).

(3) The superintendent and any other workers of the pioneer district shall supervise, control, and maintain the property under their care in accord with *The Discipline*, the *Policy of the General Board of Administration for Extension and Evangelism*, and other directives, and as supervised by the General Secretary of Extension and Evangelism (837:5).

(4) All legal and property records shall be in the custody of the General Secretary unless otherwise directed by the General Board of Administration, in which case certified or true copies shall be filed in his custody (755:5c).

##### **B. Mission District Property**

**1521.** The regulations concerning property within the bounds of a mission district shall be the same as for an established district, with the exception that the



official actions of a mission district are subject to the approval of the General Board of Administration (cf. 410-416), and with the further exception that the General Board of Administration may give special directions as deemed necessary (cf. 691:38).

**1523.** A mission district may be incorporated when so recommended by the General Secretary of Extension and Evangelism (837:5) and authorized by the General Board of Administration (691:52) as set forth in 1401-1406.

### **C. District Property**

#### **1. Ownership**

**1524. Unincorporated District.** Except when local laws shall otherwise require, all grants, conveyances, devises, gifts, transfers, and assignments now owned or hereafter made, of any property, real, personal, or mixed to or for any unincorporated district, or any organization, board, or similar body connected thereto, and for any local property held by such a district (1491; 1494), shall be held by and/or conveyed to its duly elected board of trustees (cf. 528-529; 1527), and to their successors in office and to their assigns, as the board of trustees, of said district, in trust for the benefit and use of the members and ministers of The Wesleyan Church and subject to its *Discipline*, regulations, and appointments, as from time to time legislated and declared and shall contain the trust clause as set forth in 1481 (cf. 1480-1485). (The regulations for an incorporated district are set forth in 1401-1406.)

#### **2. Management and Control**

**1525.** The district board of administration shall have the following duties and powers concerning the district property and such local property as may be held by the district (1491; 1494):

(1) To carry out the directions of the district conference (473:22; 486:14), and, in the interim of its sessions, to have power to act on its own resolution to acquire, purchase, sell, exchange, mortgage, deed in trust, pledge, rent, lease, and convey any property, real, personal, or mixed, as may be deemed necessary or convenient for the purpose of the district and so to order the district board of trustees (528-529; 1527), provided that in transactions concerning real property used for district purposes such as a district parsonage, headquarters, or campground, the district board of administration shall consult with the General Superintendent over the district (743:16), and further provided that said district board of administration shall be subject to the general regulations concerning property as set forth in 1465-1485.

(2) To carry out the directions of the district conference (473:22; 486:14), and in the interim of its sessions, to direct the district board of trustees (528-529; 1527) concerning any and all donations, bequests, and devises of any kind or character, real or personal, that may be given, devised, bequeathed, or conveyed to the district, or to the district board of trustees as such, for any benevolent, charitable, or religious purpose, and to direct the board of trustees in the administration of such in accordance with the

directions of the donor, trustor, or testator, and in the interest of the church, institution, organization, or agency contemplated by such donor, trustor, or testator.

(3) To supervise, control, and maintain all district property.

(4) To receive a report from the district building committee as set forth in 523 and to approve in writing the proposal of a local church to acquire, purchases encumber, sell, transfer, or otherwise dispose of real property as set forth in 1393-1397 and 1498-1500.

(5) To act in regard to the disposition of the proceeds from the sale of local church or circuit property as set forth in 1500, and the discontinuance or disposal of abandoned property as set forth in 1503

(6) To intervene and institute all necessary legal and equitable actions to safeguard and protect the rights and interests of the district and of The Wesleyan Holiness Church, including all matters relating to the property and rights to property, including any property held by a local church, circuit, or other organization within the district, whether arising by gift, devise, or otherwise, or where held in trust for the benefit and use of the members and ministers of the district and The Wesleyan Holiness Church (1513-1515).

(7) To direct the district superintendent in the care and preservation of all legal and property records for the local churches and the district (1511).

### **3. District Board of Trustees**

**1527.** The district conference of each established district shall be incorporated or shall cause a corporation to be formed and maintained to facilitate the management of its legal and corporate affairs as set forth in 1401-1406. In places where local laws prohibit such incorporation, or where the local laws require property to be held by trustees, the district conference shall elect from among the members of the district board of administration the members of the district board of trustees in such number as desired (473:22; cf. 528-529). The district trustees shall hold office as trustees until their term of office expires as members of the district board of administration and until their successors are qualified and elected. The district board of trustees shall be amenable to the district board of administration and shall hold all district property, and such local property as may be held by the district (cf. 1491; 1494), in trust for The Wesleyan Holiness Church as set forth in 1524, shall attend to all legal matters pertaining to the district property and other business as directed, and shall carry out such transactions for the purchase, acquisition, sale, encumbrance, transfer, or other disposal of district property as ordered by the district board of administration (1525). Whenever a trustee shall refuse to carry out the directions of the district board of administration, he may be removed from office by a two-thirds vote of all the members of the district board of administration, who shall also fill the vacancy for the unexpired term (cf. 486:25a; 528).

### **D. Rights to Property**

**1528.** A district, whether incorporated or unincorporated, that has been placed under discipline in accord with the procedures set forth in the Judiciary (1558; 1592-1596),

and each local church within that district, shall be suspended from the right to acquire, purchase, sell, mortgage, transfers or otherwise dispose of any real property without the approval of the General Superintendent or general official appointed to have charge of the district (1595). Whenever a district is reorganized as set forth in 1597, the members and ministers affirming loyalty to The Wesleyan Holiness Church shall be and constitute the district and shall have the right to control and manage all district property as set forth in *The Discipline*.

**1529.** No district conference may vote to withdraw as a body from The Wesleyan Holiness Church or in any way sever its relation thereto, and no district board and/or committee and/or board of trustees can divert property from The Wesleyan Holiness Church (1471-1472). Provided, however, that no sale, exchange, mortgages deed in trust, pledge, lease, conveyance, or other alienation of property, in whole or in part, whether such property is real, personal, or mixed, as may be necessary or convenient for the purposes of the district, and when undertaken in accordance with the provisions and requirements of *The Discipline*, shall constitute a "diversion" of such property from The Wesleyan Holiness Church. If a district conference violates or in any way attempts to circumvent these provisions, then all right, title and interest in and to all district real property shall thereupon immediately vest in The Wesleyan Holiness Church Corporation (1411-1426). The General Conference or, in the interim, the General Board of Administration shall have the authority to deny the use of any such property to the offending party or parties and to order the immediate eviction of any such party or parties who do not comply therewith from such property.

#### **E. Loan Guarantees**

**1530.** The district board of administration of an unincorporated district may authorize and direct the district trustees to guarantee in writing any note, mortgage, contract, or any other evidence of indebtedness, of any local church of said district.

## Chapter IV

### GENERAL CHURCH PROPERTY

#### A. Incorporation

**1531.** The General Conference shall cause a corporation to be formed and maintained under the name of The Wesleyan Holiness Church Corporation, through which it shall acquire, sell, manage, encumber, transfer, and otherwise dispose of general church property (1411-1423; cf. 650:5).

#### B. Ownership

**1533.** All grants, conveyances, devises, gifts, transfers, and assignments now owned or hereafter made of any property, real, personal, or mixed, to or for The Wesleyan Holiness Church, or any general office, department, institution, agency, or organization connected thereto, with the exception of those that are separately incorporated (cf. 650:6; 1431), shall be held by and/or conveyed to The Wesleyan Holiness Church Corporation in its corporate name, for the use and benefit of the members and ministers of The Wesleyan Holiness Church, subject to its *Discipline*, regulations, and appointments as from time to time legislated and declared (cf. 1476).

#### C. Suggested Forms for Bequests and Devises

**1535.** The general director of estate planning (789:4) shall be available for special advice and instruction for those who desire to make wills, donations, or bequests to The Wesleyan Holiness Church or any of its various ministries (cf. 198).

(1) **Form for Bequest of Money or Personal Property.** I give, devise, and bequeath to The Wesleyan Holiness Church Corporation, a corporation created and existing under and by virtue of the laws of the state of Indiana, the sum of \_\_\_\_\_ dollars, (or if personal property, notes, bonds, etc., describe the same); to be used and appropriated by that body to religious, benevolent, missionary, or educational purposes (or, if desired, state the specific purpose); and the receipt of the treasurer of the said corporation shall be a full and sufficient discharge of my executor for the same.

(2) **Form for a Devise of Land.** I give, devise, and bequeath to The Wesleyan Holiness Church Corporation, a corporation created and existing under and by virtue of the laws of the state of Indiana, the following described lands and premises, viz: (full description of land); to have and to hold the same with the privilege or appurtenances unto said corporation (state a specific purpose if desired), its successors and assigns

forever; and the receipt of the treasurer of said corporation shall be a full and sufficient discharge to my executor for the same.

(3) **Form for a Devise of Residuary Estate or Any Part Thereof.** I give devise, and bequeath to The Wesleyan Holiness Church Corporation, a corporation; created and existing under and by virtue of the laws of the state of Indiana, all (or some specific part of) the rest, residue, or remainder of my estate} real or personal to said corporation (state specific purpose if desired), its successors and assigns forever; and the receipt of the treasurer of said corporation shall be a full and sufficient discharge to my executor for the same.

(4) Suggested forms for other types of donations and delayed gift giving are available from the general director of estate planning (789:4).

## PART X

### JUDICIARY

#### Chapter I

#### GENERAL PRINCIPLES

##### A. Meaning and Purpose of

##### Church Discipline

**1540. Definition.** Church discipline is the orderly exercise of that authority, and the application of those principles and laws, which the Church has derived from the Word of God and has appointed for the governing of its members, ministers, congregations, and official bodies.

**1541. Classification.** Church discipline may be referred to in the general sense of administrative discipline and in the more restricted sense of judicial discipline:

(1) **Administrative Discipline.** Administrative discipline is the general and orderly exercise of ecclesiastical authority for the government and preservation of the Church. The purpose of administrative discipline is to provide for the purity, effectiveness, and spiritual influence of the church organization and the protection of the rights of its members, ministers, congregations, and official bodies.

(2) **Judicial Discipline.** Judicial discipline is the proper exercise of the authority which Christ has vested in His church for the prevention and correction of offenses and the removal of scandal (cf. Matt. 18:15-18; 1 Cor. 5:1-5). The purpose of judicial discipline is the vindication of the truth, the preservation of the integrity of the body, the restoration and salvation of the guilty, and the warning of the careless.

**1542. Subjects of Discipline.** All members and ministers of The Wesleyan Holiness Church are subject to its administrative discipline, and, if charged with an offense, are subject to its judicial discipline.

## **B. The Administration of Judicial Discipline**

**1545.** In order that the purposes of church discipline may be realized, judicial discipline for The Wesleyan Holiness Church shall be administered in accord with the following principles:

(1) A prayerful and Christlike spirit shall be maintained at all times by all parties (Eph. 4:15; 11 Tim. 4:2; I Cor. 13:4-7).

(2) The restoration and salvation of erring members shall ever be kept in view. Every effort that love can suggest shall be made to bring back to the Lord one who, while under the Church's care, has wandered from Him (cf. 132).

(3) A sincere and reasonable effort shall be made to clear up an accusation or to deal with an offending person without the formality of a church trial, in keeping with the scriptural admonitions (Matt. 18:15-18; Gal. 6:1-2; James 5:16).

(4) Each accusation and all judicial proceedings shall receive prompt and careful attention by the proper authorities.

(5) The doctrines and standards of The Wesleyan Holiness Church shall be maintained without respect of persons. Any offending person shall be dealt with kindly, yet faithfully, according to the seriousness of the offense and as provided for in this Judiciary and in *The Discipline*.

(6) Legal technicalities shall not be permitted to obstruct the sincere search for truth, while at the same time the fundamental principles and procedures of justice shall be upheld. There shall be no attempt to confuse or entangle anyone in the process of an investigation or a trial (cf. 138).

(7) The accused person shall be presumed innocent until proven guilty. However, the moral conviction of the truth of the charge is all that is necessary in church discipline (1607).

## **C. Fundamental Rights and Duties**

### **For Judicial Discipline**

**1550. Right of Trial and Appeal.** The right to a fair and impartial trial and the right to appeal shall not be denied to any member, minister, local church, district, or official body of The Wesleyan Holiness Church. No one shall be arbitrarily set aside without due consideration for both his spiritual welfare and his rights as a member of The Wesleyan Holiness Church and shall always have the right to request a trial or to appeal, even when placed under discipline (155:4; 156:3; 158:7; 160:8; 163:10; 176:3f.; 181:4,6; 182).

**1551. Rights of the Accused.** Any member or minister who is accused shall have the following rights:

(1) **Counsel.** The accused shall always have the right to be represented at a church trial by counsel of his own choosing, provided such counsel is a full member in good standing in The Wesleyan Holiness Church, or to present his own defense. Any full member against whom there are no charges shall be considered to be in good standing.

(2) **Examination.** The accused, or his counsel, shall have the right to meet his accuser(s) face to face and to cross-examine any witnesses for the prosecution.

(3) **Objection.** The accused shall have the right to challenge for cause the qualifications of any member of the judicatory, the validity of which shall be determined by the presiding officer (1622).

(4) **Limitation.** A minister or member shall not be required to answer charges for any act which occurred more than five years before the filing of such charges.

**1552. Right of Investigation.** The Church has a right to investigate the character of its members and ministers in order to maintain the purity of its doctrines and practices, and can, therefore, through its own officers, official bodies, and judicatories, require any member or minister under investigation to testify, under penalty of dismissal if they refuse.

**1553. Duty of Cooperation.** It shall be the duty of every member, minister, and church body to cooperate and to witness when properly requested to do so for an official investigation or trial.

## **Chapter II**

### **OFFENSES**

#### **A. Individual**

**1556.** Any member, minister, special worker, or district or general official of The Wesleyan Church shall be liable to disciplinary proceedings and trial for any of the following offenses:

(1) Holding or teaching any doctrine contrary to the doctrine of The Wesleyan Holiness Church as stated in *The Discipline*.

(2) Disobedience to the provisions of *The Discipline* or tolerating such disobedience.

(3) Insubordination or willful refusal to recognize Church authority.

(4) Conduct unbecoming a member or minister of The Wesleyan

(5) Immorality or crime.

(6) Serious or persistent neglect of duty.

#### **B. Local Church, District, or**

#### **Official Body**

**1558.** Any local church, district, official body, or other agency of The Wesleyan Holiness Church shall be liable to disciplinary proceedings and trial for any of the following offenses:

(1) Disseminating or tolerating the teaching of any doctrine contrary to the doctrines of The Wesleyan Holiness Church as stated in *The Discipline*.

(2) Disobedience to the provisions of *The Discipline* or tolerating such disobedience.

(3) Insubordination or willful refusal to recognize Church authority.



## Chapter III

### LOCAL CHURCH JURISDICTION

**1560. Jurisdiction.** Original jurisdiction over a lay member belongs to the local church of which he is a member.

(1) Accusations against a lay member shall be submitted to the pastor (294:15; 1602). If there is no pastor, or if the pastor does not attend to the matter, the accusation shall be submitted to a member of the local board of administration who shall present it to the local board of administration. Inquiry shall be made (1603), and the local board of administration shall have charge of ordering an investigation (1608:1) or trial (316:11), if necessary, as set forth in this Judiciary (cf. 1601-1629). Any charge against a lay member must be sustained by two or more responsible members of The Wesleyan Holiness Church. Whenever a trial is ordered, the district superintendent shall be notified.

(2) The authority of a local board of administration for a pioneer church shall be exercised by the district superintendent (511:15).

(3) The district superintendent, when requested to do so by the local board of administration, shall have authority to provide for any unusual circumstances not provided for in *The Discipline*, and to appoint, when necessary, any members from another Wesleyan Holiness church or from the district to a local judicial committee (1562:1-2; cf. 511:16).

(4) When a lay member, who resides away from the church in which he holds membership and attends another Wesleyan church, is accused of improper or immoral conduct, the pastor and the local board of administration where he attends shall have authority to make an official investigation of such accusation (1601-1603, 1608). If, pursuant to such investigation, a bill of charges is drawn up against such a member, it shall be presented to the pastor of the local church where the accused holds membership.

**1562. Local Judicial Committee.** Charges against a lay member shall be heard and determined by a local judicial committee:

(1) A local judicial committee shall consist of not less than three members (1622), which shall be selected by the local board of administration, as the occasion may arise, from its own membership or the membership of the local church (316:11; 399; cf. 1560:3). The committee shall serve from the time of its appointment until it shall hear and determine the case, including any reopening (1625).

(2) The local board of administration shall designate the chairman or may request the district superintendent to do so. The chairman of the local judicial committee shall be the presiding officer and shall conduct the proceedings in accord with this Judiciary (cf. 1601-1629), and shall notify the accused of his rights (1551).

(3) It shall be the duty of the local judicial committee to hear and determine the charges, to render a verdict concerning the guilt or innocence of the accused, and to recommend to the body having authority over the accused (274:1, 6, 7; 316:11, 25) the penalty, if any, to be imposed (1631). A two-thirds majority vote of all members of the committee shall be required to render a verdict of guilty. Discipline, if required, shall be administered by the body having authority over the accused, and may take the form of

admonition, rebuke, suspension, deposition, or dismissal, and said body may require repentance, apology, or restitution as deemed necessary (1631).

(4) Whenever the accused lay member is serving the Church under the jurisdiction of the General Board of Administration (1587), a certified copy of the findings of the local judicial committee shall be forwarded to the chairman of the General Board of Administration (cf. 743:1); and whenever the accused is licensed or commissioned by the district, a certified copy of the findings shall be forwarded to the district superintendent (cf. 511:27).

(5) An appeal may be taken by the accused concerning the verdict and/or penalty to the district board of review, within thirty days (1574:1; 1626-1629).

**1564. Restrictions Under Discipline.** Whenever a lay member has been found guilty by a judicatory, and has been placed under discipline by being suspended from the rights and privileges of membership, he shall not vote, hold or exercise any office, and shall not be eligible for a local license or a district license or commission for the duration of such suspension. If the suspension has been for an indefinite period, the local board of administration shall be responsible to declare an end to the suspension (316:11). If the person suspended shows the desired repentance and the offense has ceased, the suspension shall be terminated. If the offense has not ceased, in due time, the local board of administration shall recommend the dismissal of the accused from the Church or vote for such dismissal itself if such power has been delegated (cf. 274:1; 316:10).

**1566. Reinstatement.** After being dismissed from the Church, a lay member may be reinstated by the local church when such a person evidences a genuine repentance and amendment of life, and meets the requirements for membership.

## Chapter IV

### DISTRICT JURISDICTION

#### A. Jurisdiction

**1570.** The district conference shall have original jurisdiction as set forth in 1571 over the following members and local units of the district (1587):

- (1) An elder, commissioned or licensed minister.
- (2) A ministerial candidate or ministerial student.
- (3) A commissioned or licensed special worker.
- (4) A supply pastor.
- (5) A mission, pioneer church, established church, or circuit within the district.

**1571.** The jurisdiction of the district conference (473:12), and, in the interim of its sessions, the district board of administration (486:1), over those persons listed in 1570:1-4 shall be over their standing in the ministry or as a ministerial candidate or student or a special worker, as the case may be, and their district conference relations

and appointments (539) with the exception of those who are first amenable to the General Board of Administration for their official duties (1587-1588; cf. 163:1; 176:2). The judicial authority of the district conference and/or its district board of administration is limited to standing, district conference relations, and appointments and does not extend to local church membership, but the district conference or district board of administration may also decide upon the submission of charges to the local church having jurisdiction over the membership of the accused.

**1572.** The district conference, when in session, shall receive any complaint or accusation (cf. 1576) against any person or local unit under its jurisdiction, appointing an investigative committee (1608:1), and, if necessary, referring charges against a person to a district judicial committee appointed by the district conference (1577), and referring charges against a local unit to the district board of review (1574). If the judicatory is able to complete its work while the district conference is still in session, it shall report its findings to the conference which shall fix the penalty, if any, to be imposed (1631-1634). (Cf. 473:44.) If the investigative committee or the judicatory completes its work after the close of the district conference session, it shall report its findings to the district board of administration which shall exercise the authority of the district conference over those under its jurisdiction and shall take charge of all judicial proceedings necessary in the interim of district conference sessions (486:32, 36).

## **B. District Board of Review**

**1573.** Each established district shall have a district board of review consisting of four elders and three lay members, elected annually by the district conference (473:39; 530; cf. 471:2). They shall be members of The Wesleyan Holiness Church and of the district and shall not, at the same time, be members of the district board of administration. The district conference shall also elect two elders and two lay members as reserves who shall serve in the order of their election whenever a member is disqualified for a particular case (1622) and shall also fill any vacancies in the order of their election. The district board of review shall organize itself and elect its own officers, and shall see that complete records of all proceedings and cases are kept (cf. 1623). The board shall meet annually at the time of the regular district conference session and at other times and places as deemed necessary. The chairman shall see that proceedings are conducted in keeping with the rules of procedure (1601-1629) and other provisions of *The Discipline*. The board shall also be authorized to cite any member(s), minister(s), or local churches through their officials to appear and to testify concerning matters brought before the district board of review (1552-1553). The records of the district board of review shall be in the custody of the district secretary (517: 6).

**1574.** The duties and powers of the district board of review are:

(1) To hear and determine the appeal of a lay member or of a local board of administration concerning the results of a local church trial (1562:3,5); to sustain, modify, or revoke, in whole or in part, the verdict and/or the penalty as set forth in 1626-1629; by a majority vote of all members of the district board of review (155:4; 1562:3; 1626-1629), provided that if the accused has been previously found innocent, it shall require a two-thirds majority of all members of the district board of review to find him guilty.

(2) To hear and determine the appeal of a member(s) concerning an action of a local church conference or a local board of administration when such member(s) is aggrieved or adversely affected by such action, to determine the legality of such an action in regard to *The Discipline* and district regulations, and to report their findings to the district board of administration for appropriate action. (Cf. 1581:1.)

(3) To hear any charges against a local church alleging an offense as set forth in 1558 presented by the district conference (473:44) or the district board of administration (486:32); to determine the guilt or innocence of the local church with reference to such charges, with a two-thirds vote of the district board of review required for a verdict of guilty; and to report its findings and recommendations to the district conference, or in the interim of its sessions, to the district board of administration. (Cf. 486:32; 1572; 1581:2.)

(4) To hear and decide any complaint by a local church against another local church within the district (160:8), provided that such a complaint shall be sustained by a two-thirds majority vote of the local church conference, and further provided that sincere efforts have been made for an amicable settlement through the district board of administration; to report its findings and recommendations to the district conference, or in the interim of its sessions, to the district board of administration. (Cf. 486:32; 1572; 1581:1.)

(5) To hear and decide any other cases as shall be referred to it by the district conference (473:44) or the district board of administration (486:32). (Cf. 1572; 1581.)

**1575. Appeals.** Appeals concerning a decision of the district board of review shall be made to the general Board of Review (1581:4; 1651:7).

## **C. Ministers, Ministerial Candidates and Students, and Special Workers**

### **1. Procedure**

**1576.** Accusations or complaints against those under the jurisdiction of the district as set forth in 1570:1 -4 shall be cared for as follows:

(1) Accusations shall be submitted to the district superintendent who shall make inquiry (511:27; 1602-1603), and the district conference, or in the interim of its sessions, the district board of administration shall decide on any official investigation (1608:1) or trial, if necessary, as set forth in the rules of procedure (473:44; 486:36; 1572; 1601-1629). Any charges alleging an offense as set forth in 1556 shall be heard and determined by a district judicial committee (1577:1-5). If guilt has been confessed by the accused, a trial is unnecessary and the district conference or the district board of administration shall proceed to fix the penalty, if any, to be imposed, which may consist of admonition, rebuke, suspension, or deposition (1580; 1631:1634).

(2) If the accused is the district superintendent, a general official or other person amenable to the General Board of Administration (1587), the accusation shall be given to the General Superintendent and handled as set forth in 1590.

(3) If an accusation alleges an offense committed by a person under the jurisdiction of the district (1570:1-4) in a district other than that in which the accused holds membership, the district superintendent and the district board of administration of the district in which the offense was allegedly committed shall have jurisdiction over the official investigation (1608). If a bill of charges is to be drawn up, it shall be submitted through the General Superintendent(s) to the district in which the accused holds membership.

## **2. District Judicial Committee**

**1577.** A district judicial committee shall be constituted and shall carry out such duties as provided herewith:

(1) A district judicial committee shall consist of four elders and three lay members, selected by the district conference, or in the interim of its sessions, by the district board of administration (486:18, 36), as the occasion may arise, from among its own members or the members of the district, and the appointing body may request that one member shall be a general official. The General Superintendent over the district shall be notified of the trial. The committee shall serve from the time of its appointment until it shall hear and determine the case.

(2) The appointing body shall appoint the chairman or may request the General Superintendent to do so. The chairman of the district judicial committee shall preside over the trial and shall conduct it according to the rules of procedure (1601-1629) and *The Discipline*. shall notify the accused of his rights (1551), and shall decide on the admissibility of evidence (1605).

(3) It shall be the duty of the district judicial committee to hear and determine the charges, to render a verdict concerning the guilt or innocence of the accused, and to recommend the penalty, if any, to be imposed by the body having jurisdiction over the accused (1631). A two-thirds majority vote of all members of the district judicial committee shall be required for a verdict of guilty. The penalty may take the form of admonition, rebuke, suspension, or deposition as set forth in 1631-1634, and the body having jurisdiction may also require repentance, apology, or restitution as deemed necessary.

(4) The records of a district judicial committee shall be filed with the district secretary (517:6). Whenever the accused is a district superintendent, a general official, or one who is serving under the General Board of Administration (cf. 1587), a copy of the findings of the committee shall be forwarded to the chairman of the General Board of Administration 743: 1).

(5) An appeal may be taken by the accused concerning the verdict and/or penalty to the general Board of Review within thirty days (1626-1629; 1651:7).

## **3. Special Regulations for Ministers,**

## **Ministerial Candidates and Students, and Special Workers**

**1580.** The administration of judicial discipline and penalties to those persons under the jurisdiction of the district (1570:1-4) shall be in accord with the following regulations:

(1) **Indiscreet Conduct.** Whenever a minister, ministerial candidate or student, or special worker has been charged with an offense alleging immorality or crime and is not found guilty of such actions but rather of "high imprudence or indiscreet conduct," the offender shall be subject to admonition, rebuke, suspension, or deposition, according to the seriousness of the offense.

(2) **Suspension.** Whenever a minister shall be suspended from the ministry, or a ministerial candidate; or a student, or special worker shall be suspended from such office, his credentials shall be surrendered to the custody of the district superintendent (cf. 511:27). Whenever such a person shall furnish the district superintendent a written apology acknowledging his guilt and pledging to correct the matter, and gives evidence that the offense has ceased and that he is repentant, the district board of administration may end the suspension, reinstate the person, and authorize the return of his credentials. If the written apology and assurance are not forthcoming, and the accused does not exercise his right of appeal, the district board of administration shall declare that the said person has withdrawn from the district, and his credentials shall be forwarded to the General Secretary (cf. 486 36; 517:6; 755:5b; 1127:4; 1137).

(3) **Immorality and Crime.** Whenever a minister, ministerial candidate or student, or special worker shall have been convicted by a judicatory of such immoral acts as fornication or adultery, or has confessed to such acts to the official body having jurisdiction over him, he shall be deposed from the ministry or from the office of a ministerial candidate, student, or special worker, as the case may be. This shall not prohibit membership in a Wesleyan Holiness church when the guilty person repents and demonstrates a Christian life according to the standards of The Wesleyan Holiness Church. Anyone who has been deposed for such an offense may be reinstated as provided for in 1139.

(4) **Deposition** (1631:4). A minister that has been deposed from the ministry, or a ministerial candidate, ministerial student, or special worker that has been deposed from such office, shall immediately surrender his credentials to the district superintendent (cf. 511:27; 1122:4; 1137), shall cease to exercise any of the functions of the ministry or of a commission, or license, as the case may be, shall not occupy any pulpit in The Wesleyan Holiness Church, shall cease to draw any salary, and, if a pastor, shall vacate the parsonage within thirty days. Whenever anyone who has been expelled from the ministry or a commission or license shall appeal, the penalty may be deferred with the exception that such a person shall be suspended from the exercise of any office or of his particular service while the appeal is pending (cf. 1628).

(5) **Reinstatement.** Provisions for the reinstatement of an elder, commissioned or licensed minister and ministerial candidate are set forth in 1138-1141 and shall be the same for a special worker (1190).

## **D. Local Churches**

### **1. Procedure**

**1581.** The procedure for *The Discipline* of a local church or circuit shall be:

(1) Any complaint against a local church by a lay member, minister, or another local church shall be submitted in writing to the district superintendent (511:27), who, together with the district board of administration (486:32) shall endeavor to make an amicable settlement. If such a settlement cannot be realized, the complaint shall be referred to the district board of review that shall hear and decide the complaint (1574:2, 4).

(2) Whenever a local church shall be charged with an offense as set forth in 1558, the district superintendent (511:27) and the district board of administration (486:32) shall make every effort to bring about an amicable settlement. The district board of administration shall have the authority to cite the offending church, in the person of its pastor and local officials or local board of administration, to appear before it to settle the matter or to show cause why it shall not be placed under discipline. Such a citation shall contain a clear and definite statement of the charges and any supporting evidence so that the accused local church may be properly informed of the grounds of the accusation. The order shall be served upon the pastor and the local church secretary. Whenever a settlement cannot be effected, a bill of charges and specifications against the local church shall be submitted to the district board of review that shall hear and determine the case (1574:3).

(3) Whenever a local church has been declared guilty of an offense as set forth in 1558 by the district board of review (cf. 1574:3), it shall be suspended by the district conference (473:44), or, in the interim of its sessions, by the district board of administration (486:32), from all the rights and privileges of a local church as set forth in the Constitution (160) and *The Discipline*. The suspension shall end when the local church, through its officials, shall make a written apology acknowledging its guilt and pledging loyalty to the district and the denomination, and when, in the opinion of the district board of administration, the offense has ceased. Whenever a local church does not offer such a written apology and assurance, and if it continues to offend, it shall be reorganized (1582).

(4) An appeal may be taken by the accused church concerning the verdict and/or penalty to the general Board of Review (1651:7).

## **2. Reorganization**

**1582.** Whenever a local church, through its pastor and/or local church officials or local board of administration, shall refuse to answer the citations of the district board of administration to appear for a settlement (1581:2) or the citation of the district board of review to appear for the hearing of the case (cf. 1613), or whenever a local church that has been placed under discipline refuses to offer a written apology and assurance as set forth in 1581:3 and does not exercise the right of appeal, the district board of administration shall authorize the district superintendent and any two of its other board members to reorganize the local church. The district superintendent and the appointed representatives shall ask the members of the local church for an affirmation of loyalty to The Wesleyan Holiness Church, its *Discipline* as currently revised and amended, and its duly elected officials. Those members who affirm such loyalty shall be the members of

that local church, and those members who refuse to affirm such loyalty shall be declared as having withdrawn from The Wesleyan Holiness Church and from that local church and all offices held by such persons shall thereby be vacated. The loyal members shall be entitled to hold and use the property as provided for by *The Discipline* and to carry on the functions of the local church. Whenever such members are ten or fewer, the church shall be automatically classified as a pioneer church and shall be under the supervision of the district superintendent and the district board of administration (cf. 205; 209:5).

**1583.** Any person who has been declared as withdrawn from The Wesleyan Holiness Church during the reorganization of a local church may be reinstated when he gives evidence of a change of attitude, and when he is deemed to meet the requirements for membership.

## **Chapter V**

### **GENERAL CHURCH JURISDICTION**

#### **A. General Conference**

**1585.** The General Conference, as the chief governing body, exercises supreme judicial authority within The Wesleyan Holiness Church. The General Conference shall hear appeals from rulings of the general Board of Review (182; 650:22; 1653), and may, at its own pleasure, hear and determine such appeals, or appoint special committees to do so as desired who shall report their findings to the General Conference for final action (650:24); shall appoint investigative committees to consider accusations against the various units under its jurisdiction, hear the reports of such committees, file charges, if necessary, against such units before the general Board of Review (181:6; 1592-1596), and upon hearing the findings and recommendations of the general Board of Review fix the penalty, if any, to be imposed (1651: 5c). In the interim of General Conference sessions, the General Board of Administration shall hear the findings and recommendations of the general Board of Review and fix the penalty, if any, to be imposed (1651:5c).

#### **B. Officials**

##### **1. Jurisdiction**

**1587.** The General Board of Administration shall have jurisdiction over the following persons in regard to their official duties:

- (1) A general official (711; cf. 176:2; 691:54).
- (2) An area representative of the General Board of Administration (cf. 691:54).
- (3) A district superintendent (cf. 163:1; 176:2; 691:54).



(4) A member or minister of The Wesleyan Holiness Church who is serving under the jurisdiction of the General Board of Administration, including any who are elected or employed by the General Board of Administration for full-time service for the general church (cf. 163:1; 691:31), missionaries or workers under the General Department of World Missions or the General Department of Extension and Evangelism (cf. 163:1; 691:39,42), members of boards elected by the General Board of Administration (cf. 691:20), and any others amenable to the General Board of Administration.

**1588.** The General Board of Administration shall have the authority to remove from office, for cause, any persons under its jurisdiction as listed in 1587:1-4 (cf. 691:57), but shall not have authority to depose anyone from the ministry (cf. 1571) or to dismiss anyone from the Church (cf. 1560-1566). The purpose of any disciplinary or judicial proceedings, such as an official investigation or the hearing of any complaints or charges by a judicial committee, shall be to clear up any accusations or charges, or to determine the official standing and relationship of an accused person to the general church, or to decide upon the submission of charges to the official body having jurisdiction over the ministerial standing or membership of the accused, as the case may be.

## **2. Procedure**

**1590.** Administrative or judicial discipline against persons listed in 1587:1-4 shall be administered as follows:

(1) If the accused is a general official, an area representative of the General Board of Administration, or a district superintendent, any accusation alleging an offense set forth in 1556 shall be submitted in writing (1602) to the chairman of the General Board of Administration (684; 743:1) and must be sustained by at least three responsible members of The Wesleyan Holiness Church. If the accused is a General Superintendent, the other General Superintendents shall have charge of the matter. The General Superintendents shall make inquiry as required in 1603-1604. The General Board of Administration shall dispose of any charges or accusations as set forth in 1588. Whenever it is deemed necessary, the General Board of Administration may remove a general official, an area representative of the General Board of Administration, or a district superintendent from office by a two-thirds majority vote of all its members (691:57a), and shall also decide whether charges shall be submitted to the official body having jurisdiction over the accused concerning his ministerial standing or membership in the Church (cf. 160:1; 163:1).

(2) If the accused is a member or minister under the jurisdiction of the General Board of Administration (1587:4), an accusation or complaint shall be submitted to the general official to which the accused is amenable or to a General Superintendent. The General Board of Administration or its Executive Board shall decide on the disposition of such accusations or charges as set forth in 1588. If it is deemed necessary, the General Board of Administration may remove such a person from office by a majority vote of all members of the General Board (691:57b).

## **3. Power of Removal**

**1591.** The General Board of Administration, the Board of Pensions, the Board of Directors of the Wesleyan Investment Foundation, the board of trustees of an educational or benevolent institution, and other such governing boards shall have full power and authority to discharge at their discretion any officer or employee thereof (with the exception of those in 1587: 1-4 which shall be limited to the General Board of Administration) who shall be guilty of any immoral conduct or breach of trust, or who for any reason is unable, or who fails, to perform the duties of his office, or for other misconduct which any of said boards may deem sufficient to warrant discharge. The action of such board in removing such officer or employee in the circumstances above set forth shall be final. Any governing board of a subsidiary corporation, or of an educational or benevolent institution shall have the right to recommend the removal of any of its members to the General Board of Administration, who shall have power to sustain or reject such a recommendation (cf. 691:20,57b).

### **C. Districts**

#### **1. Procedure**

**1592.** Any charge or complaint against an established district alleging an offense set forth in 1558 shall be heard and determined by the general Board of Review (1651:5c). The General Superintendent(s) over the involved district(s), together with the General Board of Administration or its Executive Board shall make every effort to clear up such accusations or charges or to effect an amicable settlement (691:58; 743:17) before any district, through its officials or district board of administration, shall be brought to trial before the general Board of Review, unless a hearing is requested by the accused district.

**1593.** The General Board of Administration, or, in the interim of its sessions, the Executive Board, shall have the authority to cite a district, through its officials or its district board of administration, to appear before it to show cause, if any it has, why it should not be brought to trial or declared to be in a state of disobedience or insubordination for an offense as set forth in 1558. Such a citation shall set forth a clear and definite statement of the charges and any supporting facts or evidence and shall be signed by the chairman and secretary of the General Board of Administration, so that the accused district may be properly informed of the grounds of the accusation. The order shall be served upon both the superintendent and the secretary of the accused district. Should the hearing before the General Board of Administration or the Executive Board result in a satisfactory adjustment of the charges, with the accused district pledging its loyalty to the denomination, no further steps shall be taken. When it is impossible to reach an amicable settlement, in the opinion of the General Board of Administration, or should the cited district officials fail or refuse to appear, a bill of charges and specifications for offenses as listed in 1558 shall be prepared and submitted to the general Board of Review. (Cf. 691:58.)

**1595.** After receiving the report of the findings of the general Board of Review and pursuant thereto, the General Board of Administration, by a two-thirds majority vote of all its members, may place a district found guilty under discipline and suspend all its rights and privileges as a district under the Constitution, or other provisions of

*The Discipline*, and may thereupon appoint a General Superintendent or general official to have charge of the district (176:3c, e; cf. 691:59). Such suspension shall continue until the district under discipline shall, through its officials, offer a written apology acknowledging its guilt and giving assurance of its loyalty to the denomination and shall also give evidence that the offense has ceased, whereupon the General Board of Administration shall end the suspension and reinstate the district (cf. 691:61). A district under discipline shall also be suspended from all rights to acquire, purchase, mortgage, sell, transfer, or otherwise dispose of any real property, unless approved by the general official appointed to have charge of the district.

**1596.** An appeal may be taken by the accused district concerning the verdict and/or penalty to the General Conference (1653).

## **2. Reorganization**

**1597.** Whenever a district under discipline refuses to offer a written apology and assurance of loyalty as set forth in 1595, or whenever the district officials refuse to answer a citation to appear (1593), the General Board of Administration or its Executive Board may authorize the General Superintendent over the district to reorganize the district (691:61). The General Superintendent shall ask for an affirmation of loyalty. Those members and ministers of the district who affirm their loyalty to The Wesleyan Holiness Church and to its *Discipline* as currently revised and amended and to its duly elected officials shall be and constitute the district. Those members of the district who refuse to affirm such loyalty to The Wesleyan Holiness Church shall be declared by the General Superintendent as having withdrawn from the district and from The Wesleyan Holiness Church, and all offices held by such persons shall thereupon be vacated. Those who are thus declared to be the members of the district shall be entitled to hold and to use all the district property in the manner as set forth in *The Discipline* and shall be organized to carry on the work of the district. Should the number of loyal ministers and members be fewer than that required for an established district, the district shall be reclassified by the General Board of Administration as a mission district or pioneer district as the case may be (cf. 418; 424-425).

**1598.** If a minister that has been declared withdrawn from the district shall desire to be reinstated, he may be reinstated as provided for in 1138-1141.

## **Chapter VI**

### **RULES OF PROCEDURE**

#### **A. Procedure**

**1601.** The procedure for handling accusations or complaints, investigations, and trials by the various official bodies and judicatories of The Wesleyan Holiness Church shall be as hereinafter provided, with the exception of the Board of Review which shall provide its own rules of procedure (1647:2). Additional rules of procedure for such matters as evidence, testimony, and other technicalities shall be issued with the approval of the General Board of Administration (691:62) and be available upon request from the General Secretary (cf. 755:5b).

### **B. Accusation**

**1602.** Accusations must be in writing, dated, signed by the accuser(s) and handed to the official having jurisdiction over the accused before official action shall be taken. Whenever, in the opinion of the accuser(s), proper action has not been taken, appeal may be made to the next higher Church authority.

### **C. Preliminary Settlement**

**1603.** A sincere effort shall be made in each case to meet with the accused personally in order to clear up the accusation or to avoid the necessity of a trial. Whenever an alleged offense involves an error in doctrine, disobedience to the order and *Discipline* of the Church, the indulging in sinful tempers or words, the sowing of dissension, or other similar matters, the official having jurisdiction, or other designated representative, shall privately inquire, and, if necessary, instruct and admonish an offending person. If there is an acknowledgment of the fault and correction is made, the case shall be dropped. If the offense continues, the official in charge shall take with him two or three other discreet members or ministers of The Wesleyan Holiness Church and give further instruction and reproof. If the offense continues, the offending member shall be brought to trial.

**1604.** If an aggrieved person shall allege a personal offense, he shall be first required to follow the Lord's directions in Matthew 18: 17 before filing accusations or charges against the offending party.

### **D. Evidence**

**1605. Rules of Evidence.** An investigation committee, judicatory, or other official body shall not be bound by any technical rules of evidence but shall adopt such rules as shall, in its opinion, be best adapted to ascertain the truth and determine accurately the substantial rights of the parties involved (1545:6). The presiding officer of the judicatory shall decide on the admissibility of evidence.

**1606. Testimony.** No one may be barred as a witness on the grounds that he is not a member of The Wesleyan Holiness Church. Whenever circumstances make it impossible for a witness to appear, a proper certificate or affidavit from such a person may be presented, provided that the party against whom it is sought to be introduced has had a proper opportunity to see the certificate or affidavit and to question before

witnesses the person signing the affidavit regarding the contents thereof. Witnesses shall be examined first by the party producing them, then cross-examined by the opposite party, after which any member of the judicatory or either party may put additional questions.

**1607. Proof of Charges.** The accused shall be presumed innocent until the contrary is proved (1545:7). However, the moral conviction of the truth of the charge is all that is necessary to find the accused guilty of the charges.\* In all cases the accused may be questioned relative to the charges made.

### **E. Committee of Investigation**

**1608.** A trial may not be ordered until a proper inquiry is made by a committee of investigation.

(1) Such a committee shall be appointed by the official body having jurisdiction, and shall consist of two or more members or ministers of The Wesleyan Holiness Church in good standing that can be relied on for impartial judgment, who are not involved in the case, and who are not closely related to the accuser or the accused. A member of the committee of investigation may not thereafter be a member of the judicatory that will hear the case.

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\*In acting upon the case, it must be borne in mind that there is a vast distinction between the evidence necessary to convict in a civil court and that required to convict in an ordinary society or ecclesiastical body. A notorious pickpocket could not even be arrested, much less convicted by a civil court, simply on the ground of being commonly known as a pickpocket; while such evidence would convict and expel him from ordinary society.

“The moral conviction of the truth of the charge is all that is necessary in an ecclesiastical or other deliberative body to find the accused guilty of the charges.” — Robert’s Rules of Order, Revised, Seventy-Fifth Anniversary Edition.

(2) The committee shall make a careful and thorough inquiry into the matter, meet with the accuser and the accused, endeavor to bring the accuser and the accused together in the presence of the committee, appoint a secretary to keep an accurate record of all committee proceedings, testimonies, and evidence, and shall make a written report to the appointing body of its findings and recommendation. If the committee believes no reasonable grounds for such accusations exist or that there is insufficient evidence, it shall so report; and if its findings are otherwise, the committee shall draw up charges and specifications accordingly.

(3) The appointing body shall receive and pass on the report and recommendations of the committee of investigation. If there is insufficient evidence or if guilt is confessed, a trial shall not be ordered, and in no case shall a trial be ordered unless a charge is sustained by two responsible members or ministers of The Wesleyan Holiness Church. When guilt is confessed, the official body may pass on the offense and decide on the penalty to be imposed, if any, without further trial unless such is

requested by the accused. If the official body decides that a trial shall be conducted for the hearing and determination of charges, it shall so order, setting the date and place for such trial; appointing the members of the judicatory and the prosecutor (1612), unless otherwise provided for in this Judiciary. The date of the trial shall not be less than ten days from the date that notice shall be given to the accused or more than thirty days (cf. 1545:4).

### **F. Charges**

**1610.** It is not required that the charges be written in any particular legal form, but it is recommended that they be written in the standard form as provided in *Robert's Rules of Order, Newly Revised*. Every charge must be in writing, dated, signed by the accuser or by those members or ministers of The Wesleyan Holiness Church sustaining the charge, and must clearly define the alleged offense by its proper term as stated in 1556-1558, and shall be accompanied by the specifications of the facts relied on to sustain the charge:

(1) A charge shall not allege more than one offense. However, more than one charge against the same person, with the specifications for each charge, may be presented to the judicatory at the same time and heard at the same time, provided that the vote on each charge shall be taken separately.

(2) The specifications shall declare as far as possible, the time, place, and circumstances of the alleged offense, and shall be accompanied with the names of the witnesses and the title of each record or document to be cited for its support.

(3) No charge shall be entertained for any alleged offense committed more than five years before the filing of such charge (1551:4).

### **G. Counsel**

**1612.** The official body ordering a trial shall, at the same time, appoint a prosecutor, whose duty it shall be to prepare in final form the bill of charges and specifications, present them at the proper time and place to the judicatory, and represent the Church during the hearing. The accused shall have the right to choose his own counsel (1551:1), or to present his own defense; but where this right is not exercised, a defense council may be appointed by the chairman of the judicatory. Both the prosecutor and the counsel for the accused shall be members or ministers of The Wesleyan Holiness Church in good standing.

### **H. Notices**

**1613.** All notices and citations to appear shall be given as directed by the chairman of the judicatory and shall be in writing, in the name of the Church, and signed by the chairman. An official notice of the date, time, and place of the trial, together with an official copy of the bill of charges and specifications, and a citation to appear shall be delivered to the accused not less than ten days prior to the date set for the trial. No subsequent changes in such charges and specifications shall be permitted.

Notices to appear shall be given to such witnesses as either party may name, and shall also be served at least ten days before the trial. Members or ministers of The Wesleyan Holiness Church shall be cited to appear, but others may only be requested to appear.

### **I. Participants**

**1614.** Only those who are members or ministers of The Wesleyan Holiness Church shall be allowed to participate in a trial, except as witnesses, and only those participating in the trial shall be permitted to attend the hearing of the trial. All deliberations of a judicatory shall be considered confidential, and members of a judicatory shall not discuss the case with anyone outside the judicatory during the hearing of the case.

### **J. Request for Withdrawal**

**1616.** Whenever in the course of an investigation or trial, the accused person shall request a letter of withdrawal from the Church, the same shall be granted and the case shall end. It shall be noted on the membership records of the local church, and, when the accused is a minister, on the membership record of the district, as "withdrawn under accusation" whenever such request is during the investigation, and "withdrawn under charges" when such request is during the trial. (Cf. 250.)

### **K. Postponements**

**1618.** The prosecutor, or the accused, shall have the right to petition the chairman of the judicatory for a postponement of the trial date, and the chairman may grant such a petition if deemed essential for proper preparation or other necessary reasons, provided that the other party shall be notified before the postponement is granted. A postponement shall not be granted for more than thirty days.

### **L. Failure or Refusal to Appear**

**1619.** Whenever an accused member or minister refuses to obey a properly issued citation to appear for trial, or fails to appear except for unavoidable circumstances, he shall be considered guilty of contempt and shall be censured by the chairman of the judicatory. If such an accused person refuses or fails to appear after a second citation, it shall be considered as sufficient reason for summary dismissal from the Church (1552). A member or minister of The Wesleyan Holiness Church who refuses a properly issued citation to appear as a witness shall likewise be deemed guilty of contempt and shall be liable to censure (1553).

### **M. Status of the Accused**

**1621.** After the official notice of the date, time, and place of the trial, together with a copy of the bill of charges and specifications, is delivered to the accused and until after judgment is rendered by the judicatory, the accused may be temporarily suspended from the exercise of any office by the judicatory at its discretion.

#### **N. Grounds for Challenge**

**1622.** A person is disqualified to serve as a member of any judicatory who is personally interested in the case, closely related to either the accused or the accuser, has been active for or against either party in the matter referred to in the charges, is at personal variance with either party, or who has prejudged the case. Any member of a judicatory may, on such grounds, be challenged by either party, provided that such challenge shall be made not later than the opening of any trial hearing, and the allowance of such challenge shall be decided by the remaining members of the judicatory.

#### **O. Records**

**1623.** The chairman of the judicatory shall appoint a secretary, who need not be a member of the judicatory, and shall see that complete and accurate records are kept by the secretary of all proceedings, testimonies, evidence, documents admitted, together with copies of the charges, specifications, notices, citations, and findings of the judicatory. The records shall be attested to by both the chairman and the secretary. The chairman shall be the custodian of such records until the case is finished and shall then deliver such records to the proper secretary for permanent filing. Whenever the decision of the judicatory is appealed, the person having custody of the official records shall forward such records promptly to the chairman of the appellate body, or a transcript of the same, when requested to do so by the chairman of the appellate body.

#### **P. The Order of a Church Trial**

**1624.** The following order should be observed in conducting a church trial:

- (1) Devotional exercises.
- (2) Statement of purpose, the reading of the official action ordering the trial, and the announcement of the members of the judicatory, by the chairman of the judicatory.
- (3) Challenges by either party of the members of the judicatory (1622), if any.
- (4) Reading of the charges and specifications by the secretary.
- (5) Answer by the accused or his counsel with a plea of "guilty" or "not guilty." If guilt is confessed, the judicatory may thereupon consider the penalty to be imposed, if any, and terminate the hearing, or it may request to hear the evidence in order to make a more proper determination of the cause and the penalties to be imposed.
- (6) Statement of the case and line of evidence by the prosecutor.
- (7) Evidence for the prosecution and cross-examination by the defense.
- (8) Statement of the case and line of defense by the defense.
- (9) Evidence for the defense and cross-examination by the prosecution.



(10) Rebuttal by the prosecution.

(11) Rebuttal by the defense.

(12) Summary of the case by the prosecution.

(13) Summary of the case by the defense.

(14) Should it be deemed proper to allow the prosecutor to reply, the defense shall also be permitted to reply.

(15) Instructions by the chairman to the judicatory concerning the duties assigned to it as set forth in this Judiciary and especially to render a verdict in not more than three days, and to vote separately on each charge and by secret ballot, with a two-thirds vote of all the members required to render a verdict of guilty. Members of the judicatory who have been absent from more than one sitting shall not be permitted to vote on the verdict.

(16) The verdict.

(17) Announcement by the chairman of the verdict, and the recommendations, if any, being made to the official body having jurisdiction over the accused.

### **Q. Motion to Reopen the Case**

**1625.** If within thirty days after his conviction under the foregoing provisions, the accused shall make application in writing to the chairman of the official body having jurisdiction over him for a reopening of the case on the ground of newly discovered evidence, and shall submit a written statement of the same, and if it shall appear that such evidence is material to the issue involved, the case may be reopened. In no case, however, shall a reopening of the case be granted when the failure to submit such evidence at the original hearing was the result of neglect or carelessness on the part of the accused. The judicatory may thereupon reopen the case or may refuse to do so. Upon such refusal, if it appears that the failure to submit such evidence was not the result of neglect or carelessness on the part of the accused, such additional evidence may become a part of the record of the appeal. The judicatory shall be considered to continue for a period of thirty days in order to receive and consider a petition for a reopening of the case and until the matter shall be decided upon, or a new judicatory may be constituted.

### **R. Appeals**

**1626. Right of Appeal.** The accused, if found guilty, shall have the right to appeal the verdict and/or the penalty unless such right has been forfeited for misconduct. Misconduct shall consist of withdrawing from the Church, publicly discrediting or slandering the members of the judicatory, refusing to abide by the decision of the judicatory, or by refusing to appear in person or by counsel if cited to appear by the appellate body, or by resorting to a suit in a civil court concerning the matter involved in the charges. Misconduct shall be decided upon by the appellate body. If, on the other hand, the accused was found innocent, the official body which ordered his trial has the right to appeal the verdict.

**1627. Procedure of Appeal.** The appellant or his counsel, within thirty days after being notified of the verdict and/or penalty, shall submit his request in writing and

shall set forth the grounds of the appeal. The chairman of the appellate body shall ask for a transfer of all the official records of the case, or a transcript of the same, which shall be forwarded promptly by the person having custody of such records. The appellant shall be responsible to pay the cost of the appeal, including the cost of preparing a transcript of the records. Upon modification or reversal of the verdict and/or penalty, such cost of the appeal shall be paid by the church or district from which such appeal is taken by the appellant.

**1628. Status of the Accused During Appeal.** While the appeal is pending, the penalty shall be deferred. Whenever the accused is a church or a district, it may continue to function but shall have the status of being under discipline and shall not be entitled to any representatives in a conference body and, in the case of a district, shall not have authority to buy, sell, or transfer any real property, except with the approval of the General Superintendent over the area.

**1629. Judgment of the Appellate Body.** The appellate body shall promptly consider the case and the grounds for appeal and shall render judgment within thirty days, with the exception of the Board of Review. The appellate body, by a majority vote, may affirm, modify, or reverse the findings of the lower judicatory in whole or in part, or may remand the case for a new trial, provided that if the accused has been previously found innocent, it shall require a two-thirds majority vote of the appellate body to find him guilty. In all cases the right to present evidence shall be exhausted when the case has been heard once on its merits in the proper court, with the exception as provided for in 1625. The appellate body shall also have the right to cite the accused or his counsel to appear. Whenever a case is remanded for a new trial, a new judicatory shall be constituted if necessary, to provide for a fair and proper hearing of the case. When any appellate court shall reverse, in whole or in part, the findings of a trial court, or change the penalty imposed by the official body having jurisdiction, it shall return to the official body having jurisdiction, or to the judicatory, a statement of the grounds of its action.

## Chapter VII

### PENALTIES

#### A. Definition of Penalties

**1631.** There shall be five degrees of penalty for the administration of discipline which are:

(1) **Admonition.** Admonition is the mildest penalty and consists of a gentle reproof, a warning, and an exhortation to greater watchfulness by the offender.

(2) **Rebuke.** Rebuke is a stronger penalty for a more serious offense and consists in setting forth the offense, an official rebuke and correction, and a warning to the offender.

(3) **Suspension.** Suspension is that penalty by which the accused is placed "under discipline" and is deprived of certain rights and privileges for a period of probation.

(a) Suspension may be applied to the rights and privileges of membership, the rights and privileges of the ministry, or the exercise of an office. A local church or a district may be suspended from the rights and privileges of a church and a district, respectively, as set forth in the Constitution and *The Discipline*.

(b) Suspension may be definite or indefinite as to duration. Definite suspension is administered when the name of Christ, the integrity of the Church, and the good of the offender demand it, even though the offender may have given evidence of repentance. Indefinite suspension is required when the offender is to be placed on probation until demonstrating a genuine repentance and reformation of life to the proper authorities. The official body having jurisdiction over the party placed "under discipline" for an indefinite suspension shall have the authority to end such suspension or, if necessary, to impose a stronger penalty when the accused continues to offend.

(4) **Deposition.** Deposition is that penalty by which a person is removed from an official position or appointment, or expelled from the ministry, or removed from the office of a ministerial candidate, ministerial student, or special worker, as the case may be.

(5) **Dismissal.** Dismissal is the strongest penalty and is the expulsion of the offender from membership in the Church (156:3; 160:1; 247:3), which automatically includes all lesser penalties. Dismissal should be imposed only for the most serious offenses, or for obstinate persistence in a serious offense and can only be imposed by the local church (274:1). The purpose of dismissal is to awaken the offender, deliver the Church from scandal, and to warn others.

## B. Assignment of Penalties

**1634.** Official bodies shall be governed by the seriousness of the offense and by the following regulations in the assignment of penalties:

(1) Anyone declared guilty of holding or teaching any doctrine contrary to the doctrines of The Wesleyan Holiness Church as stated in *The Discipline* (1556:1) shall be punished with deposition and/or dismissal (1631:4-5), unless the official body is of the opinion that the offense has ceased, in which case the penalty shall be either that of admonition, rebuke, or suspension.

(2) Disobedience to *The Discipline*, or tolerating such disobedience (1556:2), shall be punished with such penalty as deemed advisable.

(3) Insubordination or willful refusal to recognize properly constituted church authority (1556:3) shall be punished by such penalty as deemed advisable.

(4) Conduct unbecoming a member or minister (1556:4), such as dishonesty, or sowing dissension by inveighing against the officials or ministers of the Church, shall be punished with deposition and/or dismissal (1631:4-5), unless the official body believes the offender is truly penitent, in which case he shall be rebuked or indefinitely suspended (1631:2-3) until such time as the proper authorities are satisfied that the accused has reasonably demonstrated genuine Christian character in accord with the standards of The Wesleyan Holiness Church.

(5) Immorality, such as adultery, fornication, or other acts involving moral turpitude, or crime, shall be punished by immediate dismissal from the Church (1556:5; cf. 1580:3).

(6) Serious or persistent neglect of duties (1556:6) shall be punished by suspension or deposition, unless corrected, in which case a lesser penalty may be imposed.

## Chapter VIII

### BOARD OF REVIEW

#### A. Membership

**1640. Members.** The general Board of Review shall consist of three members, two of whom shall be elders and one of whom shall be laymen who are full members of The Wesleyan Holiness Church:

(1) Their term of office shall be for four years. They shall serve from the close of the session of the General Conference at which they are elected until the close of the next session of the General Conference or until their successors are elected and qualified.

(2) A member of the Board of Review may not at the same time be a member of the General Board of Administration.

(3) The General Conference shall elect by ballot and by majority vote the members of the Board of Review, from two or more nominations for each member of the Board of Review presented by the Committee on Special Nominations and additional nominations from the floor of the General Conference (648:2; 650:19).

(4) A member of the Board of Review shall be disqualified for a particular case, when he is personally interested or involved in the case, closely related to any parties involved, or has been active for or against either party in the matter to be heard and determined by the Board of Review. Any member of the Board of Review may be challenged for such reasons or for other reasons, and the allowance of such challenge shall be decided by the remaining members of the Board of Review. Whenever a member is disqualified, the chairman shall appoint an alternate for the hearing of that particular case (1642), provided that such appointment shall be in the order of election (1641) and shall maintain the membership of the Board as two elders and one layman.

**1641. Alternates.** The General Conference shall elect, by ballot and by majority vote, from the nominees remaining after the election of the members of the Board of Review (1640:3), two elders and two laymen to serve as alternate members of the Board of Review, with the same qualifications (1640:2) and term of office (1640:1) as the members (cf. 650:19).

**1642. Vacancies.** A vacancy in the membership of the Board of Review shall be filled by an alternate, who shall be appointed by the chairman of the Board of Review in the order of election and in such manner as to maintain the representation of elders and laymen as set forth in 1640. Whenever a vacancy occurs in the interim of General Conference sessions, an alternate shall be appointed to serve until the close of the next General Conference. An alternate shall also be appointed to serve for a particular case whenever a member of the Board of Review is disqualified (1640:4), or for a temporary vacancy created by the absence of a member of the session of the Board of Review held during the General Conference.

## B. Sessions

**1643. Regular Sessions.** The Board of Review may meet at the time and place of the General Conference and shall continue in session until the adjournment of that body. In the interim of General Conferences, the Board shall meet in annual session at a time and place of its own choosing, unless the chairman of the board shall certify in writing to all members that there is no pending business for the board.

**1645. Special Sessions.** The Board of Review shall meet at other times and places of its own choosing as deemed necessary, or as requested by the General Board of Administration or its Executive Board.

## C. Organization and Procedure

**1647.** Organization and procedure for the Board of Review shall be:

(1) **Organization. The Board** of Review shall organize itself and shall elect, from among its own members, a chairman, vice-chairman, secretary, and such other officers as deemed necessary.

(2) **Procedure.** The Board of Review shall decide on its own methods and rules of procedure and shall adopt such bylaws as deemed necessary, provided such do not contravene any provisions of *The Discipline*. All parties shall file their briefs and arguments and shall present evidence under such rules as the Board of Review shall adopt from time to time (cf. 1629).

(3) **Quorum.** Seven members shall constitute a quorum. A decision of the Board of Review on the constitutionality of an act by the General Conference shall require a two-thirds majority vote of all members of the Board, and on all other matters a majority vote of all members of the Board shall be sufficient.

**1648. Records.** The Board of Review shall see that complete and accurate minutes are kept of all proceedings, testimonies, evidence, documents, and findings, certified copies of which shall be forwarded promptly after each session to the General Secretary (755:5b).

**1649. Notification.** After each session of the Board of Review, an official summary of the Board's decisions on points of Church law or interpretations of *The Discipline*, as prepared by the secretary and attested to by the chairman, shall be published in *The Wesleyan Holiness Advocate*. A decision Of the Board of Review which is not overruled by the General Conference shall be incorporated in *The Discipline*.

**1650. Finances.** Expense allowances for members of the Board of Review shall be the same as for members of the General Board of Administration, when the members of the Board of Review are engaged in official business, and payment therefore shall be made by the General Treasurer. The party making appeal shall be responsible for the expenses involved in attending to the appeal.

## D. Duties and Powers

**1651.** The jurisdiction and duties of the Board of Review are set forth in the Constitution (180-182) and as provided for herewith:

(1) To determine the constitutionality of any act of the General Conference, upon the appeal of the Board of General Superintendents or one-fifth of the members of the General Conference (181:1; 740:25). An act of the General Conference that is declared as unconstitutional by the Board of Review shall be null and void (cf. 650:3).

(2) To render a judgment on the constitutionality of any memorial or proposed legislation to be acted upon by the General Conference, when the General Conference shall so request, by a majority vote, and to notify the General Conference immediately of such judgment (cf. 181: 1).

(3) To hear and determine any appeal from a ruling of the Board of General Superintendents on a point of church law, an interpretation of *The Discipline*, or the validity of an action by a district as set forth in 740:22-23 (181:2).

(4) To hear and determine any appeal concerning the legality of any action by any general church board upon appeal of one-third of the members thereof or by request of the Board of General Superintendents (181:3; 740:25).

(5) To have jurisdiction over the issues arising between a district and the General Conference, or, in the interim of General Conference sessions, between a district and the General Board of Administration, as follows (181 :6):

(a) To hear and determine a complaint by a district against the General Conference provided that such a complaint shall be sustained by a two-thirds vote of the district conference (181:6; 473:42).

(b) To hear and determine a complaint by a district against the General Board of Administration in the interim of General Conference sessions, provided that such a complaint shall be sustained by a majority vote of the district conference (473:42) or by a two-thirds vote of the district board of administration (486:37), and further provided that the subject of the complaint concerns the district by which it is presented.

(c) To hear and determine any charges against a district, alleging an offense as set forth in 1558, provided that such charges are preferred by the General Conference or the General Board of Administration; to determine the guilt or innocence of the accused district; and, if necessary, to recommend to the General Conference, or in the interim of General Conference sessions, to the General Board of Administration the placing of the district under discipline (cf. 650:21,24; 691:58; 1592-1597).

(6) To have jurisdiction over any complaints between districts, to hear and determine such complaints or charges, provided that such are sustained by a two-thirds vote of the district conference presenting the complaint (181:4, 473:42).

(7) To hear and determine any appeal from the judgment of a district judicial committee or district board of review (1575; 1577:5; 1581:4).

(8) To hear and determine the validity of complaints against books used in the correspondence courses of study and by the educational institutions of The Wesleyan Holiness Church (181:5; cf. 941:2).

(9) To hear and determine such cases as shall be referred to it by the General Conference or the General Board of Administration.

### **E. Appeals**

**1653.** A decision of the Board of Review shall be final until overruled by the General Conference by a two-thirds majority of those present and voting (182). An appeal may be presented to the General Conference by either party involved in the judgment. The General Conference may hear and determine such appeals or may create

a special judicial committee to hear the appeals and present its recommendations to the General Conference for final determination.



## Chapter IX

### DEFINITION OF TERMS FOR THE JUDICIARY

1655. The terms used in this Judiciary are defined as follows:

(1) **Accusation.** A written representation alleging an offense by a member or minister of The Wesleyan Holiness Church (1602).

(2) **Charge.** A written statement alleging an offense as set forth in 1556-1558, accompanied by specifications, for which a trial may be conducted (1610).

(3) **Church.** The Wesleyan Holiness Church, a denomination with its headquarters in St. John's, Antigua.

(4) **Complaint.** A written representation of a grievance by a member(s) or minister(s) against the local church or higher authority; a written grievance by one unit against a unit of equal authority, or of a lower church body against a higher church body.

(5) **Discipline.** *The Discipline* of The Wesleyan Holiness Church as currently legislated and declared from time to time (100).

(6) **Judicatory.** An officially constituted board or committee for the hearing of charges or appeals. The judicatories of The Wesleyan Holiness Church are local judicial committee, district judicial committee, district board of review, General Conference judicial committee, and the general Board of Review.

(7) **Lay minister.** A member of The Wesleyan Holiness Church who has been licensed as a lay minister by a local Wesleyan Holiness church (1178-1182).

(8) **Member.** A full member of The Wesleyan Holiness Church, and unless otherwise specified includes all elders, commissioned ministers, licensed ministers, ministerial candidates and students, special workers, lay ministers, and others commissioned or licensed by a district or a local church.

(9) **Minister.** An elder (1118-1123), commissioned minister (1117), or licensed minister (1111-1116) of The Wesleyan Holiness Church.

(10) **Ministerial Candidate.** A member of The Wesleyan Holiness Church who has been granted a license as a ministerial candidate by a district (1110:2).

(11) **Ministerial Student.** A member of The Wesleyan Holiness Church who has been granted a license as a ministerial student by a district (1110:1).

(12) **Official Body.** A conference or board having jurisdiction over members or ministers of The Wesleyan Holiness Church in matters of administrative or judicial discipline. The official bodies having jurisdiction over disciplinary proceedings are the local church conference and the local board of administrations the district conference and the district board of administration, and the General Conference and the General Board of Administration.

(13) **Special Worker.** A member of The Wesleyan Holiness Church commissioned or licensed as a special worker by the district conference as set forth in 1188-1189.

## PART XI. THE RITUAL

### Chapter I

#### BAPTISM

##### A. Dedication and Baptism of Infants

**1661.** *(The following ritual is adaptable for us whether the parents or guardians desire to dedicate their child without the sacrament of baptism or to dedicate him through the sacrament of baptism, and for services where more than one child is presented and both types of dedication are desired. When the parents or guardians or other sponsors have presented themselves with the child before the minister at his call, the minister shall say :)*

Dearly beloved, you have brought *this child*\* whom God has given you to be dedicated to God and to His service. By this act you therefore signify your faith in the Christian religion, and also your desire that *he* shall receive the benefits of consecration to God, and of the prayers of the church and may early learn to know and follow the will of God; and thus doing may live and die a Christian, attaining in the end of this earthly life to everlasting life in the kingdom of God.

But in order that this may be accomplished, it will be your duty as *parents* to teach *this child* early the fear of the Lord; to watch over *his* education that *he* may not be led astray by false teachings or doctrines, to direct *his* mind to the Holy Scriptures as expressing the will and authority of God for all mankind, and to direct *his* feet to the sanctuary, to restrain *him* from evil associates and habits; and, as much as in you lieth, to "bring him up in the nurture and admonition of the Lord. "Will you endeavor to do so, by the help of the Lord?

*(Then the parents or guardians shall answer :)*

We will.

*(Then the minister shall read the following Scripture lesson :)*

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\*Throughout the ritual, whenever a word may change form due to the sex or number of persons to whom the ritual is being administered on a given occasion, that word is printed in italics to alert the minister who reads. "This child" may become "these children," "he" may become "she" or "they," etc.

"And they brought young children to him, that he should touch them: and his disciples rebuked those that brought them. But when Jesus saw it, he was much

displeased, and said unto them, Suffer the little children to come unto me, and forbid them not: for of such is the kingdom of God. Verily I say unto you, Whosoever shall not receive the kingdom of God as a little child, he shall not enter therein. And he took them up in his arms, put his hands upon them, and blessed them" (Mark 10:13-16).

*(Then the minister shall ask the parents or guardians of each child to be dedicated without the sacrament of baptism, if there are such, the name of the child, take him in his arms, place his right hand upon the child's head, and say:)*

In behalf of the *parents* and of this congregation, I dedicate \_\_\_\_\_  
\_\_\_\_\_ unto the Father, and the Son, and the Holy Spirit. Amen.

*(Then the minister shall address the parents or guardians of children to be dedicated through the sacrament of baptism, if there are such :)*

You have brought *your child* to be dedicated to the service of *his* Creator, and to receive baptism as the sign and seal of God's covenant of grace. It thus becomes your duty to teach *him*, as soon as *he is* able to learn, the nature and meaning of this holy sacrament, and to seek to lead *him* to affirm your act of dedication by opening *his* heart to that inner work of grace of which baptism is the outward sign.

*(Then the minister shall ask the parents or guardians the name of the child, take him in his arms, and baptize him, saying :)*

\_\_\_\_\_, I baptize you in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

*(Then the minister shall pray :)*

Our loving heavenly Father, we do here and now dedicate *these children* unto Thee, praying that *they* may be endowed with heavenly virtues, taught by Thy Holy Spirit, nourished by Thy Word, kept by divine grace, and everlastingly rewarded through Thy eternal mercies. Grant unto these *parents* grace and wisdom and strength that they may understand the greatness of their responsibility, and may be enabled to lead *these children* by precept and example in the narrow way of life, that both *parents* and *children* may come to Thy everlasting kingdom, which Thou hast promised through Christ our Lord. Amen.

## B. Baptism of Believers

**1663.** *(When the candidate for baptism has presented himself before the minister at his call, the minister shall say :)*

Dear friends, in keeping with the example of Jesus, you have presented yourself this day that you might receive the sacrament of baptism. Baptism is not itself the door to salvation, but rather is an outward sign of the new birth which God has wrought in your heart. It proclaims to all the world that you have taken Christ Jesus as the Lord of your life, and that it is your purpose always to obey Him. In order that we may hear your testimony of what God has done for you, and that we may know that you understand the significance of the step you are taking, we want to ask you these questions.

Do you believe in God the Father, the Son, and the Holy Spirit? That Jesus Christ the Son suffered in your place on the cross, that He died but rose again, that He now sits at the Father's right hand until He returns to judge all men at the last day? And do you believe in the Holy Scriptures as the inspired Word of God? That by the grace of God every person has the ability and responsibility to choose between right and wrong, and that those who repent of their sin and believe in the Lord Jesus Christ are justified by faith?

**Answer:** All this I steadfastly believe.

Do you intend by this act to testify to the entire world that you are a Christian and will be a loyal follower of Christ?

**Answer:** I do.

*(Then the minister shall ask each candidate to state his name, and shall sprinkle or pour water upon him, or if desired, immerse him in water, saying :)*

\_\_\_\_\_, I baptize you in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

*(Then the minister shall pray :)*

Our Heavenly Father, the Author of life eternal, we ask that You continue the work of grace which You have begun in this life. Watch over Your child, protect him from sin and wrong, and hold him fast in the way of righteousness. Grant him that greater baptism of the Holy Spirit which will free him from carnal affections and cause every Christian grace and virtue to grow in his heart. We ask it through Jesus Christ, our Lord. Amen.

### **C. Affirmation of Parental Vows**

**1667.** A person who was baptized as an infant, upon coming to maturity and being converted, and desiring to make personal the vows earlier taken in his behalf by his parents, may do so by publicly answering the questions in the ritual of baptism as given in 1663 and as directed by his pastor.

## Chapter II

### RECEPTION OF MEMBERS

**1670.** When candidates for full membership or provisional membership have been approved for reception as given in 227-231, the pastor shall appoint a time during a regular worship service for their public reception, and he or his representative shall preside over the service of reception. In those churches in which the local churches must vote on the reception of full members, such vote should be taken at a meeting prior to the service of reception. Paragraph 1676, "Reception of Full Members," has the authority of statutory law, and must be followed as prescribed.

**1672.** The service of reception may begin with a hymn and scripture reading such as one of those listed below, and with the administration of the sacrament of baptism to any who have not previously received it.

**Hymn.** "The Church's One Foundation," "I Love Thy Kingdom, Lord," "Glorious Things of Thee Are Spoken," "A Mighty Fortress Is Our God."

**Scripture Lesson.** Romans 12:1-8; 1 Corinthians 12:4-27; Ephesians 4:1-7, 11-16; 5:25b-27.

#### **1674. Introductory Remarks.**

Minister. Dear Friends, the privileges and blessings which we have in association together in the church of Jesus Christ are very sacred and precious. Christ so loved the church that He gave himself for it, sanctifying himself that the church might be sanctified. He chose to speak of himself as the Head of the church and of the church as His body; and again He spoke of himself as the husband and of the church as His bride. As Christ gave himself unselfishly, He asked the church to share its glorious relationship with all mankind, and sent it into the world to preach the Scriptures, to save the lost, to administer the sacraments, to maintain Christian fellowship and discipline, and to edify the believer until He comes again. All of us, whatever our age or position, stand in need of Christ's church and of those means of grace which it alone makes available.

It is in keeping with Christ's commission to the church, that we meet together now. There are some among us who testify to having been received already into the spiritual fellowship of the universal church, and who come now to be received into the official and visible fellowship of this local unit of the body of Christ.

#### **1676. Reception of Full Members.**

*(The minister shall call before him those who are being received as full members.)*

*These are they who come to enter into a covenant as members in full relation of The Wesleyan Church, with all of the rights, privileges, and responsibilities of such membership. They testify to having been born again. They have received the sacrament of baptism, have been instructed in and have accepted the doctrines and polity of The Wesleyan Holiness Church, and have been approved by vote as manifesting in spirit and practice God's work of grace within their hearts. We now propose, in the fear of God, to question them as to their experience, faith, and purpose, that you may know that they are proper persons to be admitted into this Church.*

**Minister:** Beloved in the Lord, you are come seeking union with the church of Jesus Christ. We rejoice that you have chosen to undertake the privileges and the duties of membership in The Wesleyan Holiness Church. Before you are fully admitted thereto, you should here publicly and individually make your vows, confess your faith, and declare your purpose, by answering the following questions:

**Minister:** Do you believe in God the Father, the Son, and the Holy Spirit? That Jesus Christ the Son suffered in your place on the cross, that He died but rose again, that He now sits at the Father's right hand until He returns to judge all men at the last day? And do you believe in the Holy Scriptures as the inspired and inerrant Word of God? That by the grace of God every person has the ability and responsibility to choose between right and wrong, and that those who repent of their sin and believe in the Lord Jesus Christ are justified by faith? And do you believe that God not only counts the believer as righteous, but that He makes him righteous, perfecting him in love at entire sanctification, and providing for his growth in grace at every stage of his spiritual life, enabling him through the presence and power of the Holy Spirit to live a victorious life?

**Candidate:** This I believe.

**Minister:** Have you the witness of the Spirit that you are a child of God?

**Candidate:** I do.

**Minister:** Have you the witness of the Spirit that you have been sanctified wholly?

**Candidate:** I do

Minister: You who have not the witness of the Spirit that you are sanctified wholly, will you diligently seek grace?

**Candidate:** I will.

**Minister:** Do you cordially accept our Membership Commitments and Elementary Principles as biblical guidelines for your conduct, and do you accept the authority of *The Discipline* of The Wesleyan Holiness Church in matters of Church government?

**Candidate:** These I cordially accept.

**Minister:** Do you recognize your obligation to God and the Church, and will you contribute your resources as the Lord has prospered you for the support of the gospel as the Church fulfills its mission in the world?

**Candidate:** Yes, I will.

**Minister:** You sincerely and individually confess the Lord Jehovah, Father, Son, and Holy Spirit, to be your God and the object of your highest love. You accept the Lord Jesus to be your Redeemer, and the Holy Spirit to be your Sanctifier, Comforter, and Guide. You joyfully dedicate yourselves to God that within the everlasting covenant of His grace you might be used in His service to glorify and honor Him. And you promise to hold to Him as the highest good of your life; that you will give diligent attention to the commandments and principles of His Word; that you will seek the honor and advancement of His kingdom; and that forsaking all ungodliness and worldly desires, you will live soberly, righteously, and godly in this present world.

You do also join *yourselves* to this church, submitting yourselves to its principles of government; and by walking in love and fellowship with all its members, seek its peace, purity, and growth in grace.

Do you thus freely and sincerely devote *yourselves* to be the Lord's within the fellowship of this church?

**Candidate:** I do.

**1679. Reception of Transfers from Other Denominations.**

**Minister:** There are *those* who *have* found Christ in some other branch of His church, but who now *desire* to transfer *their* membership to The Wesleyan Holiness Church, and who *have* presented *themselves* for reception as full *members* by transfer. To *them* we address this question:

**Minister:** Beloved, in transferring your covenant relation to this branch of Christ's church, you again renew your vows of church fellowship. Relying upon the grace of God, you promise to walk in all His commandments and ordinances, and to seek His service as your highest joy. You promise to submit to the rules and *The Discipline* of The Wesleyan Holiness Church; to strive earnestly for its peace, purity, and prosperity, and to walk with all its members in love and Christian fidelity. Do you thus renewedly, freely, and solemnly devote *yourselves* to be the Lord's?

**Transferee:** I do.

**1682. Reception of Provisional Members.**

**Minister:** The church of Jesus Christ is not only for those who are spiritually strong and mature, but it is intended by its Head and Master for all who know Him as Savior and who love and serve Him as Lord. There are those who are not yet ready for full membership in The Wesleyan Holiness Church because they are new in their relationship to Christ. For these, the Church has provided the category of provisional membership, that they may enjoy its pastoral care and spiritual nurture, and that they may grow in grace and knowledge until they take their place in full relation to the Church. *These have* come now that *they* may be questioned and received as *their* experience makes fitting.

To you who have so recently been converted to Christ, who desire to study and grow toward spiritual maturity, and who have here presented *yourselves* for reception as provisional *members*, we address these questions:

**Minister:** Does the Lord now forgive your sins?

**Candidate:** Yes, He does.

**Minister:** Is it your purpose to grow spiritually, to study daily in private devotions and regularly at the church, to become acquainted with the Scriptures and *The Discipline* of our Church, and to prepare to be received at the proper time in full membership?

**Candidate:** Yes, it is.

**1685. Response of the Church.**

**Minister:** May the members of the church now stand and join me in welcoming *these* new *ones* to our fellowship, assuring *them* of our love, of our prayers, of our care over *them* in days to come.

**Congregation.** We, the members of this church, do cordially receive you as *brothers* and *sisters* beloved to our communion and fellowship, and promise to walk with you in love, and watch over you, to instruct, counsel, admonish, and cherish you, with all long-suffering, gentleness, and love.

**1686. Prayer.**

**Minister.** O God of the church, we thank Thee for the blessing of Christian fellowship, for joining together in one body all those who truly believe in Jesus Christ, Thy Son. We thank Thee for *these* who this day are becoming a part of this local church, this branch of Christ's body. Grant to *them* the grace and strength *they* shall need to fulfill *their* vows, and

bind our hearts together in Thy holy love, that we may aid each other and that together we may share Thy gospel with the world for which Christ died In His name we pray. Amen.

**1688. Right Hand of Fellowship.**

**Minister.** And now, in behalf of The Wesleyan Holiness Church and of this local congregation, I extend to you the right hand of fellowship, welcoming you as *members* with us of the body of Christ.

**1689.** The service of reception may close with a hymn and a benediction such as the following:

**Hymn.** "Blest Be the Tie That Binds," "Onward, Christian Soldiers," "Lead On, O King Eternal," "Soldiers of Christ, Arise."

**Benediction.** Now unto him that is able to do exceeding abundantly above all that we ask or think, according to the power that worketh in us, unto him be glory in the church by Christ Jesus throughout all ages, world without end. Amen.

### Chapter III

#### LORD'S SUPPER

##### A. General Directions

**1690.** The Lord's Supper shall be observed in each local Wesleyan Holiness church at least once each three months (cf. 151; 294:6).

**1692.** It is expected that Wesleyan Holiness ministers shall carefully admonish the people that only those who are in right relations with God and with their fellowmen should come to the Lord's table, and that others should come only if in so doing they are expressing repentance and seeking forgiveness,

**1693.** Only unfermented grape juice shall be used in observing the Lord's Supper. It is recommended that only unleavened bread be used.

##### B. Order of the Lord's Supper—Longer Form

**1695.** *(The elements of the Lord's Supper shall be placed upon a table and covered with a white linen cloth. The minister shall address the congregation, saying :)*

##### Call to Worship

The Lord Jesus himself instituted the holy sacrament we call the Lord's Supper, giving it to the disciples as a means of remembering Him until He comes again, and as a



seal of the new covenant between God and man. This service is therefore a time of special sacredness and we can only be properly prepared by having our hearts and minds inclined to reverent worship, and by being freed of all things contrary to the divine nature and purpose. Therefore let us bow in a period of silent prayer, asking the Holy Spirit to search our hearts and to bring us into conformity with the holy God we serve.

*(The minister shall allow sufficient time for each to prepare himself for the service, and then shall pray :)*

### **Invocation**

Almighty God, unto whom all hearts are opened, all desires known, and from whom no secrets are hid: cleanse the thoughts of our hearts, by the inspiration of the Holy Spirit, that we may perfectly love Thee, and worthily magnify Thy holy name, through Christ our Lord. Amen.

### **Hymns**

*(Then the congregation shall sing a hymn, such as one of the following: "Alas! and Did My Saviour Bleed," "Man of Sorrows, What a Name," "When I Survey the Wondrous Cross," "Arise, My Soul, Arise," "My Faith Looks Up to Thee," "Rock of Ages," "There Is a Fountain Filled with Blood.")*

### **Scripture Readings**

*(Then the minister shall read a Scripture lesson, such as one of the following: Isa. 53; Matt. 26:26-29; Luke 22:14-20; Rom. 5:1-2, 6-12, 18-21; I Cor. 10:16-17; 11:23-29; Eph. 1:3-12; 2:1-10, 12-22; Heb. 9:11-17, 22-28; I Peter 1:18-23; 2:21-25.)*

### **Prayer**

*(Then the minister shall pray:)*

Almighty God, father of our Lord Jesus Christ, maker of all things, judge of all men, we acknowledge that in Thy sight all our righteousnesses are as filthy rags. Outside of Christ we are sinners, and it is only through His atonement that we are forgiven and cleansed. Whatever there is of purity and virtue in our hearts or in our lives is the product of Thy grace. We come today to remember once again how Christ procured our salvation. And as we do, we ask that the Holy Spirit shall search our hearts. If we have committed any act which is displeasing unto Thee, or neglected any duty which would have honored Thee, reveal it and forgive, we pray. Or if there is any tendency to disobedience, to the love of the world, or to the exaltation of self, reveal it and purge it from our hearts, we pray. Thou hast told us that if any man sin, we have an advocate with the Father, Jesus Christ the righteous. Our hope, our trust, our righteousness are in Him alone. Have mercy upon us for His sake, and grant that we may serve and please Thee in newness of life and purity of heart, world without end, in the name of our Lord Jesus Christ. Amen.

## **Sermon, Hymn, Instructions**

*(Then the minister may preach a sermon on some phase of the Lord's Supper. Afterwards the congregation may sing another hymn such as one of those listed above. Then the minister shall direct the people as to the plan for the distribution of the elements of the Supper, either directing them to come and kneel at the altar or to be served while seated, in either instance using this invitation :)*

## **Invitation**

You who are walking in fellowship with God, and are in love and charity with your neighbors; and you who do truly and earnestly repent of your sin and intend to lead a new life, following the commandments of God, and walking henceforth in His holy ways, draw near with faith, and take this holy sacrament to your comfort; and meekly *(kneeling)* make your humble confession to Almighty God.

*(When all are in place, the minister shall remove the cloth, folding it neatly, and laying it to one side. Then the minister shall pray the prayer of consecration :)*

## **Consecration of Bread and Wine**

Almighty God, our heavenly Father, who of Thy tender mercy didst give Thine only Son, Jesus Christ, to suffer death upon the cross for our redemption: accept our praise, we beseech Thee. We thank Thee for Thy love, for the gift of Thy Son, for the sacrifice He made in our behalf, for the forgiveness of our sins and the cleansing of our hearts, for the present witness of Thy Holy Spirit to our hearts that we are Thy children. Grant that, as we receive these Thy creatures of bread and wine, in remembrance of Christ's death and passion, in communion with Thee and with Thy children, we may be made partakers of His most blessed body and blood; who, in the same night that He was betrayed, took bread;

*(Here the minister may take the plate of bread into his hand.)*

and when He had given thanks, He broke it and gave it to His disciples, saying, Take, eat; this is my body which is given for you: do this in remembrance of me. Likewise after supper He took the cup;

*(Here he may take in his hand the vessel from which the wine is to be poured, or the tray of individual cups.)*

and when He had given thanks, He gave it to them, saying, Drink ye all of this; for this is my blood of the new testament, which is shed for you and for many, for the remission of sins; do this as oft as ye shall drink it, in remembrance of me. Amen.

## **Distribution of Bread and Wine**

*(Then the minister shall direct the distribution of the elements. He may either first kneel at the table himself and partake, then serve other ministers who may be assisting him, and then serve the people; or he may direct first the distribution of the bread with all holding their portion until he joins them in simultaneous participation, and then the distribution of the wine in the same manner.*

*(In either instance, either before or during the distribution, or immediately before the simultaneous partaking of the bread, he shall read the following :)*

The body of our Lord Jesus Christ, which was given for you, preserve your soul and body unto everlasting life. Take and eat this in remembrance that Christ died for you, and feed on Him in thy heart, by faith, with thanksgiving.

*(And in like manner, either before or during the distribution, or immediately before the simultaneous partaking of the wine, he shall read the following :)*

The blood of our Lord Jesus Christ, which was shed for you, preserve your soul and body unto everlasting life. Drink this in remembrance that Christ's blood was shed for you, and be thankful.

*(After all have partaken, let that which remains of the consecrated elements be returned to the table, and covered with the white linen cloth. Then let the minister and congregation join in saying :)*

### **Lord's Prayer**

Our Father which art in heaven, hallowed be Thy name. Thy kingdom come. Thy will be done in earth, as it is in heaven. Give us this day our daily bread. And forgive us our debts, as we forgive our debtors. And lead us not into temptation, but deliver us from evil: for Thine is the kingdom, and the power, and the glory, for ever. Amen.

### **Benediction**

*(Then the minister shall conclude the service with the benediction :)*

May the peace of God, which passeth all understanding, keep your hearts and minds in the knowledge and love of God, and of His Son, Jesus Christ, our Lord; and the blessings of God Almighty, the Father, the Son, and the Holy Spirit, be among you and remain with you always. Amen.

### **C. Order of the Lord's Supper—Shorter Form**

**1697.** *(The elements of the Lord's Supper shall be placed upon a table and covered with a white linen cloth. The minister shall read a Scripture lesson, such as one of the following: Isa. 53; Matt. 26:26-29; Luke 22: 14-20; Rom. 5:1-2, 6-12, 18-21; 1 Cor. 10:16-17; 11:23-29; Eph. 1:3-12; 2:1-10, 12-22; Heb. 9:11-17, 22-28; 1 Peter 1:18-23; 2:21-25.)*

*(Then the congregation shall sing a hymn, such as one of the following: "Alas! and Did My Saviour Bleed," "Man of Sorrows, What a Name," "When I Survey the Wondrous Cross," "Arise, My Soul, Arise," "My Faith Looks Up to Thee," "Rock of Ages," "There Is a Fountain Filled with Blood.")*

*(Then the minister shall call the congregation to kneel at the altar, using this invitation :)*

You who are walking in fellowship with God, and are in love and charity with your neighbors; and you who do truly and earnestly repent of your sin and intend to lead a new life, following the commandments of God, and walking henceforth in His holy ways, draw near with faith, and take this holy sacrament to your comfort; and meekly make your humble confession to Almighty God.

*(When the people have knelt at the altar, the minister shall remove the cloth, folding it neatly, and laying it to one side. Then the minister shall pray the prayer of consecration :)*

O God of grace and mercy, we thank Thee that Thou didst ever love us and provide for our redemption. We thank Thee for Thy Son who died to save us, and for

Thy Spirit who invites us to draw near. Guide us now as we commemorate the passion of our Lord. Help us to remember the cost of our salvation. Help us to commune with Thee and with each other. And so consecrate the bread and wine which are here prepared, that as we partake of them we may receive the spiritual benefits of Christ's broken body and shed blood. In His name we pray. Amen.

*(Then the minister shall first serve himself the bread, and then distribute it to the people, saying :)*

The body of our Lord Jesus Christ, which was given for you, preserve your soul and body unto everlasting life. Take and eat this in remembrance that Christ died for you, and feed on Him in thy heart, by faith, with thanksgiving.

*(Then the minister shall first serve himself the wine, and then distribute it to the people, saying :)*

The blood of our Lord Jesus Christ, which was shed for you, preserve your soul and body unto everlasting life. Drink this in remembrance that Christ's blood was shed for you, and be thankful.

*(After all have partaken, let that which remains of the consecrated elements be returned to the table, and covered with the white linen cloth. Then let the minister pronounce the benediction :)*

May the peace of God, which passeth all understanding, keep your hearts and minds in the knowledge and love of God, and of His Son, Jesus Christ, our Lord; and the blessings of God Almighty, the Father, the Son, and the Holy Spirit be among you and remain with you always. Amen.

## Chapter IV

### MARRIAGE

#### A. Marriage Ceremony - Longer Form

**1700.** *(At the day and time appointed for the solemnizing of matrimony, the persons to be married standing together, the man on the right hand of the woman, the minister shall say :)*

Dearly beloved, we are gathered together in the sight of God, and in the presence of these witnesses, to join together this man and this woman in holy matrimony, which is an honorable estate, instituted of God, and signifying unto us the mystical union which exists between Christ and His church. This holy estate Christ adorned and beautified with His presence in Cana of Galilee, and the Apostle Paul commended as honorable among all men. It is not therefore to be entered into unadvisedly, but reverently, discreetly, and in the fear of God.

*(Speaking to the persons to be married, the minister shall say :)*

I require and charge you both, as you stand in the presence of God, to remember that love and loyalty alone will avail as the foundation of a happy and enduring home. No other human ties are more tender, no other vows more sacred than those you now assume. If these solemn vows be faithfully kept, and if steadfastly you endeavor to do the will of your heavenly Father, your life will be full of joy, and the home you are establishing will abide in peace

*(Then shall the minister address the man by name, and ask :)*

Will you have this woman to be your wedded wife, to live together after God's ordinance in the holy estate of matrimony? Will you love her, comfort her, honor, and keep her, in sickness and in health; and forsaking all others, keep yourself only unto her, so long as you both shall live?

*(The man shall answer :)*

I will.

*(Then shall the minister address the woman by name, and ask :)*

Will you have this man to be your wedded husband, to live together after God's ordinance in the holy estate of matrimony? Will you love him, comfort him, honor, and keep him, in sickness and in health; and forsaking all others, keep yourself only unto him, so long as you both shall live?

*(The woman shall answer :)*

I will

*(Then shall the minister ask :)*

Who gives this woman to be married to this man?

*(The father of the woman, or whoever gives her in marriage, shall answer :)*

I do *(or Her mother and I do).*

*Then the minister shall cause the man and woman to join right hands and shall cause the man, using their given names, to say after him :)*

I, \_\_\_\_\_, take you, \_\_\_\_\_, to be my wedded wife, to have and to hold, from this day forward, for better, for worse, for richer, for poorer, in sickness and in health, to love and to cherish, till death do us part, according to God's holy law; and thereto I pledge you my faith.

*(Then shall the minister cause the woman, using their given names to say after him :)*

I, \_\_\_\_\_, take you, \_\_\_\_\_, to be my wedded husband, to have and to hold, from this day forward, for better, for worse, for richer, for poorer, in sickness and in health, to love and to cherish, till death do us part, according to God's holy law; and thereto I pledge you my faith.

*(Then shall the minister say :)*

By seeking the ministry of the church, you have expressed your conviction that marriage is more than a legal contract, but rather a bond of union sealed in heaven. Henceforth, you shall no longer be two but one. Your paths will be united; your responsibilities will increase, but your strength and your joys will be multiplied if you are sincere and earnest in your relations one to the other, and with God who has witnessed and sealed this covenant. Let us pray.

*(Here may be offered the following prayer, or an extemporaneous prayer closing with the Lord's Prayer.)*

O eternal God, creator and preserver of all mankind, giver of all spiritual grace, the author of life everlasting, let Thy blessing descend and rest upon these Thy children, whom we bless in Thy name. Bless this marriage and make it to them the source of abundant and enduring good. Look graciously upon them that they may love, honor, and cherish each other. May their mutual affection never know change, doubt, nor decay. Direct and strengthen them in the discharge of all their duties. Bless the home which they establish. Teach them to order their household wisely and well, and to regard all their possessions as Thy gifts to be employed in Thy service. May they so live together in faithfulness and patient, in wisdom and true godliness that their home may be a haven of blessing and a place of peace, through Jesus Christ our Lord. Amen.

*(Then shall the minister cause the man and woman to join right hands, and placing his hand on top of theirs shall say :)*

Forasmuch, as \_\_\_\_\_ and \_\_\_\_\_ have consented together in holy wedlock, and have witnessed the same before God. and this company, and thereto have pledged their faith each to the other, and have declared the same by joining hands; I pronounce that they are husband and wife together, in the name of the Father, and of the Son, and of the Holy Spirit. Those whom God hath joined together let not man put asunder. Amen.

God the Father, God the Son, God the Holy Spirit, bless, preserve, and keep you; the Lord mercifully with His favor look upon you, and so fill you with all spiritual benediction and grace, that you may so live together in this life, that in the world to come you may have life everlasting. Amen.

## **B. Marriage Ceremony—Shorter Form**

**1702.** *(At the day and time appointed for the solemnizing of matrimony, the persons to be married standing together, the man on the right hand of the woman, the minister shall say :)*

My friends, the ordinance of marriage was instituted by God himself in the Garden of Eden, and is one of the most solemn and binding of obligations, because it involves the sacred relations of the home and the family. Your happiness for the future

will largely depend upon the fidelity with which the marriage vows are cherished and kept. There must be mutual affection the one for the other, and the marriage covenant must be kept in purity of spirit, as well as in actual word and deed, if you would reap the full fruition of happiness in your marriage.

If, with full and free consent, and thoughtful determination to keep the marriage covenant, you desire to enter the holy estate of marriage, you will acknowledge the same by taking the other by the right hand.

*(With their hands joined, the minister shall address the man by name, and ask :)*

Will you have this woman to be your wedded wife, to live together after God's ordinance in the holy estate of matrimony? Will you love her, comfort her, honor, and keep her, in sickness and in health; and forsaking all others, keep yourself only unto her, so long as you both shall live?

*(The man shall answer :)*

I will.

*(Then the minister shall address the woman by name, and ask :)*

Will you have this man to be your wedded husband, to live together after God's ordinance in the holy estate of matrimony? Will you love him, comfort him, honor, and keep him, in sickness and in health; and forsaking all others, keep yourself only unto him, so long as you both shall live?

*(The woman shall answer :)*

I will.

*(Then the minister shall place his right hand upon their joined hands and say :)*

Since they have taken the marriage covenant before God, and in the presence of these witnesses, by the authority committed unto me as a minister of the church of Jesus Christ, I declare that \_\_\_\_\_ and \_\_\_\_\_ are now husband and wife, according to the ordinance of God and the law of the state, in the name of the Father, and of the Son, and of the Holy Spirit. Those whom God hath joined together let not man put asunder. Amen.

*(Then the minister shall offer an appropriate prayer.)*

## **Chapter V**

### **BURIAL OF THE DEAD**

#### **1705. At the House, Church, or Funeral Chapel.**

##### **Opening Sentences**

*(The minister shall open the service with an opening sentence, such as one of the following :)*

"I know that my redeemer liveth, and that he shall stand at the latter day upon the earth: and though after my skin worms destroy this body, yet in my flesh shall I see God: whom I shall see for myself, and mine eyes shall behold, and not another" (Job 19:25-27a).

"God is our refuge and strength, a very present help in trouble. Therefore will not we fear, though the earth be removed, and though the mountains be carried into the midst of the sea; though the waters thereof roar and be troubled, though the mountains shake with the swelling thereof" (Ps. 46: 1-3).

"Verily, verily, I say unto you, The hour is coming, and now is, when the dead shall hear the voice of the Son of God: and they that hear shall live" (John 5:25).

"I am the resurrection, and the life: he that believeth in me, though he were dead, yet shall he live: and whosoever liveth and believeth in me shall never die" (John 11:25-26a).

"Blessed be God, even the Father of our Lord Jesus Christ, the Father of mercies, and the God of all comfort; who comforteth us in all our tribulation, that we may be able to comfort them which are in any trouble, by the comfort wherewith we ourselves are comforted of God" (II Cor. 1:3-4).

"Our light affliction, which is but for a moment, worketh for us a far more exceeding and eternal weight of glory; while we look not at the things which are seen, but at the things which are not seen: for the things which are seen are temporal; but the things which are not seen are eternal" (II Cor. 4:17-18).

"I am now ready to be offered, and the time of my departure is at hand. I have fought a good fight, I have finished my course. I have kept the faith: henceforth there is laid up for me a crown of righteousness, which the Lord, the righteous judge, shall give me at that day: and not to me only, but unto all them also that love his appearing" (II Tim. 4:6-8).

### **Hymn**

*(Then a hymn shall be sung, or played. Then the minister shall read a scripture lesson, such as one of the following :)*

### **Scripture Readings**

"Lord, make me to know mine end, and the measure of my days, what it is; that I may know how frail I am. Behold, thou hast made my days as an handbreadth; and mine age is as nothing before thee: verily every man at his best state is altogether vanity. Surely every man walketh in a vain show: surely they are disquieted in vain: he heapeth up riches, and knoweth not who shall gather them. And now, Lord, what wait I for? my hope is in thee" (Ps. 39:4-7).

"Lord, thou hast been our dwelling place in all generations. Before the mountains were brought forth, or ever thou hadst formed the earth and the world, even from everlasting to everlasting, thou art God ... For a thousand years in thy sight are but as yesterday when it is past, and as a watch in the night ... we spend our years as a tale that is told. The days of our years are threescore years and ten; and if by reason of strength they be fourscore years, yet is their strength labor and sorrow; for it is soon cut off, and we fly away ... So teach us to number our days, that we may apply our hearts unto wisdom" (Ps. 90:1-2,4, 9b-10,12).



"Now is Christ risen from the dead, and become the first fruits of them that slept. For since by man came death, by man came also the resurrection of the dead. For as in Adam all die, even so in Christ shall all be made alive. But every man in his own order: Christ the first fruits; afterward they that are Christ's at his coming. Then cometh the end, when he shall have delivered up the kingdom to God, even the Father; when he shall have put down all rule and all authority and power. For he must reign, till he hath put all enemies under his feet. The last enemy that shall be destroyed is death ... Behold, I show you a mystery; we shall not all sleep, but we shall all be changed, in a moment, in the twinkling of an eye, at the last trump: for the trumpet shall sound, and the dead shall be raised incorruptible, and we shall be changed ... So when this corruptible shall have put on incorruption, and this mortal shall have put on immortality, then shall be brought to pass the saying that is written, Death is swallowed up in victory. O death, where is thy sting? O grave, where is thy victory? The sting of death is sin; and the strength of sin is the law. But thanks be to God, which giveth us the victory through our Lord Jesus Christ. Therefore, my beloved brethren, be ye steadfast, unmovable, always abounding in the work of the Lord, forasmuch as ye know that your labor is not in vain in the Lord" (I Cor. 15:20-26, 51-52, 54-58).

"After this I beheld, and, lo, a great multitude, which no man could number, of all nations, and kindreds, and people, and tongues, stood before the throne, and before the Lamb, clothed with white robes, and palms in their hands; and cried with a loud voice, saying, Salvation to our God which sitteth upon the throne, and unto the Lamb. And all the angels stood round about the throne, and about the elders and the four beasts and fell before the throne on their faces and worshipped God, saying, Amen: Blessing, and glory, and wisdom, and thanksgiving, and honor, and power, and might, be unto our God for ever and ever. Amen. And one of the elders answered, saying unto me, What are these which are arrayed in white robes? and whence came they? And I said unto him, Sir, thou knowest. And he said unto me, These are they which came out of great tribulation, and have washed their robes, and made them white in the blood of the Lamb. Therefore are they before the throne of God, and serve him day and night in his temple: and he that sitteth on the throne shall dwell among them. They shall hunger no more, neither thirst any more; neither shall the sun light on them, nor any heat. For the Lamb which is in the midst of the throne shall feed them, and shall lead them unto living fountains of waters: and God shall wipe away all tears from their eyes" (Rev. 7: 9-17).

### **Prayer**

*(Then the minister shall pray an extemporaneous prayer or use the following prayer :)*

O God of life, as we have learned to do in all our experiences, we come to Thee in the hour of death. We know that Thou dost love us, and that Thou canst turn even the shadow of death into the light of morning. Help us now to wait before Thee with reverent and submissive hearts. Make this a time of opening our eyes and our understanding, and a time of admonition to our hearts and souls. Bless those who feel this sorrow most keenly, and cause the bonds of Christian love to bind us closer together, so that we may share with them that spiritual strength and that faith in God which is ours through the love of Christ, in whose name we pray. Amen.

## **Message and Prayer**

*(Then the minister shall preach a funeral message. He may close with an extemporaneous prayer and the following benediction :)*

### **Benediction**

May the grace of the Lord Jesus Christ, the love of God the Father, and the communion of the Holy Spirit abide with us now and evermore. Amen.

**1707. At the Graveside.**

### **Scripture Readings**

*(The minister shall read a brief scripture lesson, such as one of the following :)*

"I will lift up mine eyes unto the hills, from whence cometh my help. My help cometh from the Lord, which made heaven and earth. He will not suffer thy foot to be moved: he that keepeth thee will not slumber. Behold, he that keepeth Israel shall neither slumber nor sleep. The Lord is thy keeper: the Lord is thy shade upon thy right hand. The sun shall not smite thee by day, nor the moon by night. The Lord shall preserve thee from all evil; he shall preserve thy soul. The Lord shall preserve thy going out and thy coming in from this time forth, and even for evermore" (Ps. 121).

"Let not your heart be troubled: ye believe in God, believe also in me. In my Father's house are many mansions: if it were not so, I would have told you. I go to prepare a place for you. And if I go and prepare a place for you, I will come again, and receive you unto myself; that where I am, there ye may be also. And whither I go ye know, and the way ye know. Thomas saith unto him, Lord, we know not whither thou goest; and how can we know the way? Jesus saith unto him, I am the way, the truth, and the life: no man cometh unto the Father, but by me" (John 14:1-6).

### **Committals**

*(Then the minister shall read one of the following committals :)*

"Forasmuch as it hath pleased Almighty God, in His wise providence, to take out of the world the soul of the departed, we therefore commit his body to the ground; earth to earth, ashes to ashes, dust to dust; looking for the resurrection and the life of the world to come, through our Lord Jesus Christ, at whose second coming the corruptible bodies of those who sleep in Him shall be changed, and shall be made like unto His glorious body according to the mighty working whereby He is able to subdue all things unto himself."

"And now, as we stand beside this open grave, in this silent city of the dead, we commit this body to the ground; and we commit the spirit, O our Father, together with every sacred interest of our hearts, into Thy keeping; praying Thee that Thou wilt deal

graciously and mercifully with each of us, until we too shall come to Thee in glory, through the riches of grace in Jesus our Lord."

### **Prayer and Benediction**

*(Then the minister may offer a brief extemporaneous prayer, and conclude with the following benediction :)*

Now the God of peace, that brought again from the dead our Lord Jesus, that Great Shepherd of the sheep, through the blood of the everlasting covenant, make you perfect in every good work to do His will, working in you that which is well-pleasing in His sight, through Jesus Christ; to whom be glory for ever and ever. Amen.

## **Chapter VI**

### **ORDINATION OF ELDERS**

#### **A. Regulations**

**1711.** That portion of the ritual of ordination entitled, "Examination of Candidates," has the authority of statutory law, and must be followed as prescribed.

**1712.** The ordination service shall be planned by the Council of Ordination (546; 1119:6) and shall be presided over by the General Superintendent or in his absence by the district superintendent (511:23). They shall be assisted in the various parts of the service and in the act of ordination by the Council of Ordination (546; 1119:6).

#### **B. The Order of the Ordination of Elders**

##### **Call to Worship**

**1715.** *(The General Superintendent, or in his absence, the district superintendent, shall commence the service with a Call to Worship, such as Isa. 52: 7; 1 Cor. 1:21-24; 11 Cor. 4:5-6).*

##### **Hymn**

*(Then the congregation shall join in singing a hymn, such as: "Lord, Speak to Me, That I May Speak," "A Charge to Keep I Have," "Lead on, O King Eternal," "Soldiers of Christ, Arise," "Conquering Now and Still to Conquer.")*

##### **Invocation**

*(Then the minister appointed shall give the invocation :)*

Almighty God, giver of all good things, who by the Holy Spirit has appointed elders in the church, grant us Thy assistance in this service given to the ordination of such elders, and mercifully behold *these* Thy *servants*, now called to this office, and replenish *them so* with the truth of Thy doctrine, and adorn *them* with innocency of life, that both by word and good example *they* may faithfully serve Thee in this office to the glory of Thy name and the edification of Thy church, through the merits of our Savior, Jesus Christ, who liveth and reigneth with Thee and the Holy Spirit, world without end. Amen.

### **Sermon**

*(Then the minister appointed shall preach the ordination sermon, cf. 743:Z4)*

### **Presentation of Candidates**

*(Then the district superintendent or his appointee shall present to the General Superintendent those who are to be ordained, saying :)*

I present *(read names aloud)* to be ordained as elders in The Wesleyan Holiness Church and in the Church universal.

### **Acceptance of Candidates**

*(Then the General Superintendent, or in his absence the district superintendent, shall say unto the people :)*

Brethren, *these are they* whom we purpose, God willing, this day to ordain *elders*. For, after due examination, we find that *they are* lawfully called to this function and ministry, and that *they are* qualified for the same. If any here know any impediment for which *any one of them* ought not to be received into this holy ministry, let him come forth in the name of Cod, and show what that impediment is.

*(Then the appointed ministers shall read the Epistle and the Gospel, respectively :)*

### **The Epistle**

"I was made a minister, according to the gift of the grace of Cod given unto me by the effectual working of his power. Unto me, who am less than the least of all saints, is this grace given, that I should preach ... the unsearchable riches of Christ; and to make all men see what is the fellowship of the mystery, which from the beginning of the world hath been hid in God, who created all things by Jesus Christ ... And he gave some, apostles; and some, prophets; and some, evangelists; and some, pastors and teachers, for the perfecting of the saints, for the work of the ministry, for the edifying of the body of Christ: till we all come in the unity of the faith, and of the knowledge of the Son of God, unto a perfect man, unto the measure of the stature of the fullness of Christ" (Eph. 3:7-9; 4:11-13).

## The Gospel

"Then said Jesus ... I am the door: by me if any man enter in, he shall be saved, and shall go in and out, and find pasture. The thief cometh not, but for to steal, and to kill, and to destroy: I am come that they might have life, and that they might have it more abundantly. I am the good shepherd: the good shepherd giveth his life for the sheep. But he that is an hireling, and not the shepherd, whose own the sheep are not, seeth the wolf coming, and leaveth the sheep, and fleeth: and the wolf catcheth them, and scattereth the sheep. The hireling fleeth, because he is an hireling, and careth not for the sheep. I am the good shepherd, and know my sheep, and am known of mine. As the Father knoweth me, even so know I the Father: and I lay down my life for the sheep. And other sheep I have, which are not of this fold: them also I must bring, and they shall hear my voice; and there shall be one fold, and one shepherd (John 10:7a, 9-16).

## The Charge

*(Then the General Superintendent, or in his absence the district superintendent, shall address the candidates, giving the charge :)*

You have heard, *brethren*, as well in your private examination as in the exhortation which was now made to you, and in the holy lessons taken out of the Gospel and the writings of the apostles, of what dignity and what great importance this office is, unto which you are called. You are *messengers, watchmen, and stewards* of the Lord, called to teach and admonish, to feed and provide for the Lord's family, to seek for Christ's sheep that are dispersed abroad, and for His children who are in the midst of this evil world that they may be saved through Christ forever.

Remember always, therefore, how great a treasure is committed to your charge; for they are the sheep of Christ which He bought with His death and for whom He shed His blood. The church and congregation which you serve is His body and His spouse. And if that church or any member thereof is hurt or hindered by reason of your negligence, you know the greatness of the fault and also the gravity of the punishment which will follow. Wherefore, consider with yourselves the purpose of your ministry toward the children of God, toward the spouse and body of Christ; and see that you never cease your labor, your care and diligence, until you have done all within your power to bring those committed to your charge unto ripeness and perfectness of age in Christ, that there be no place left among you, either for error in religion, or for sinfulness in life.

We have hope that you have weighed and pondered these things long before this time, and that you have clearly determined by God's grace, to give *yourselves wholly* to this office, unto which it has pleased God to call you; so that as much as lieth in you, you will apply yourselves wholly to this one thing, and draw all your cares and studies this way, and that you will continually pray to God the Father, by the medication of our only Savior, Jesus Christ, for the heavenly assistance of the Holy Spirit; that by daily reading and weighing the Scriptures you may wax riper and stronger in your ministry; and that you may so endeavor to sanctify the lives of you and yours after the rule and doctrine of Christ, that you may be wholesome and godly examples, and patterns for the people to follow.

## Examination of Candidates

**1720.** (Then the General Superintendent, or in his absence the district superintendent, shall administer the examination to the candidates :)

Now, that this present congregation of Christ here assembled may also understand your *minds* and *wills* in these things, and that this your promise may the more move you to do your duties, you shall answer plainly to these things which we, in the name of God and His church, shall demand of you.

Is it your sincere conviction that you have been called of God to this office and work of an elder in The Wesleyan Holiness Church and in the church universal?

Answer. That is my sincere conviction.

Are you persuaded that the Holy Scriptures are the fully inspired and inerrant written Word of God, and that they contain sufficiently all doctrine required for eternal salvation through faith in Jesus Christ? Are you determined out of the said Scriptures to instruct the people committed to your charge, and to teach nothing as required of necessity to eternal salvation but that which you shall be persuaded may be concluded and proved by the Scriptures?

Answer. I am so persuaded, and have so determined by God's grace.

Do you cordially accept our Articles of Religion and Membership Commitments, and agree to declare and defend them? And do you acknowledge your obligations to promote the institutions established and approved by The Wesleyan Church?

Answer. I do, in the fear of God.

Will you then give your faithful diligence always so to minister the doctrine, and sacraments, and disciplines of Christ, as the Lord has commanded?

Answer. I will do so by the help of the Lord.

Will you be ready, with all faithful diligence, to banish and drive away all erroneous and strange doctrines contrary to God's Word, and to use both public and private monitions and exhortations, as well to the sick as to the whole, within your charge, as need shall require and occasion be given?

Answer. I will, the Lord being my helper.

Will you be diligent in prayers and in reading the Holy Scriptures, and in such studies as help to the knowledge of the same?

Answer. I will endeavor to do so, the Lord being my helper.

Will you be diligent to fashion *yourselves* and your *families* according to the doctrines of Christ, and to make both *yourselves* and them, as much as in you lies, wholesome examples and patterns to the flock of Christ?

Answer. I shall apply myself to this, the Lord being my helper.

Will you seek to promote quietness, peace, and love among all Christian people, and especially among them that are, or shall be committed to your charge?

Answer. I will do so, the Lord being my helper.

Will you obey them that have the rule over you, and submit *yourselves*, since they watch for your *souls*, as they that must give account, that they may do it with joy, and not with grief?

Answer. I will, the Lord being my helper.

## **Covenant with Candidates' Wives**

*(Then if it is so desired, the General Superintendent, or in his absence the district superintendent, may call the wives of the candidates to come and stand beside them, each one at her husband's left side, and shall address them saying:)*

It is the admonition of scripture that the wife be the helpmate and companion of her husband. Now as your husband commits himself to the fulfilling of the ministry of God, it requires of you to be his helpmate in this task. It requires that you will share with him the responsibility of ministering in love and patience to all. It requires that you will be his companion in prayer and concern for the work of the church. It requires that together you will fashion your lives and home to be an example of the body of Christ.

Each of you have just heard the response of your *husband* in which *he affirms his* call to the holy ministry as an elder in The Wesleyan Holiness Church and in the church universal. As *his* companion, will you to the best of your ability be *his* helpmate in the several ministries to which God in His providence may lead you?

Answer. Yes, by the grace of God.

## **Prayer of Thanksgiving and Purpose**

*(Then shall the General Superintendent, or in his absence the district superintendent, or other appointed minister, pray the Prayer of Thanksgiving and Purpose :)*

Almighty God, our heavenly Father, we bless and magnify Thy holy name for the gift of Thy most dearly beloved Son, Jesus Christ our Redeemer, and for all His apostles, prophets, evangelists, teachers, and pastors, whom He hath sent abroad into the world. For these here present, whom Thou hast called to the same holy office and ministry, we render unto Thee our most hearty thanks. And now, O Lord, we humbly beseech Thee to grant that by these Thy ministers, and by those over whom they shall be appointed, Thy holy name may be forever glorified, and Thy blessed kingdom enlarged; through Thy Son Jesus Christ our Lord, who liveth and reigneth with Thee in the unity of the Holy Spirit, world without end Amen.

## **Act of Ordination**

*(Then the candidates for ordination shall kneel, and, if so desired, their wives may kneel at their sides, and the General Superintendent, or in his absence the district superintendent, and the Council of Ordination shall lay their hands severally upon the head of each one, and the General Superintendent, or in his absence the district superintendent, shall say:)*

The Lord pour upon thee the Holy Spirit, for the office and work of an elder in The Wesleyan Holiness Church and in the church universal. And be a faithful dispenser of the Word of God, and of His holy sacraments; in the name of the Father, of the Son, and of the Holy Spirit. Amen.

*(They shall continue to kneel and the General Superintendent, or in his absence the district superintendent, shall deliver the Bible into the hands of each one, and shall say :)*

Take thou authority to preach the Word of God, to administer the holy sacraments, and to perform all the duties of an elder in The Wesleyan Holiness Church and in the church universal.

### **Prayer for Enduement**

*(Then the General Superintendent, or in his absence the district superintendent, or other appointed minister shall pray the Prayer of Enduement :)*

Most merciful Father, we beseech Thee to send upon these Thy servants Thy heavenly blessings: that they may be clothed with righteousness, that Thy Word spoken in their mouths may have success and that it may never be spoken in vain. Grant also that we may have grace to hear and to receive what they shall deliver out of Thy most holy Word, or what agrees to the same, as the means of our salvation; and that in all our words and deeds we may seek Thy glory, and the increase of Thy kingdom, through Jesus Christ our Lord. Assist us, O Lord, in all our doings, with Thy most gracious favor, and further us with Thy continual help, that in all our works begun, continued, and ended in Thee, we may glorify Thy holy name, and finally by Thy mercy obtain everlasting life through Jesus Christ our Lord. Amen.

### **Right Hand of Fellowship**

*(The newly ordained elders shall then arise, and the General Superintendent, or in his absence the district superintendent, and the members of the Council of Ordination shall extend to each the right hand of fellowship, welcoming him to the work and labors of the ministry. Then the presiding minister may direct the congregation to file by and greet the new elders, or he or other appointed minister shall close the service with the following benediction :)*

### **Benediction**

The peace of God which passeth all understanding, keep your hearts and minds in the knowledge and love of God, and of His Son, Jesus Christ our Lord; and the blessing of God Almighty, the Father, the Son, and the Holy Spirit, be among you and remain with you always. Amen.



## **Chapter VII**

### **COMMISSIONING OF MINISTERS**

#### **A. Regulations**

**1731.** That portion of the ritual of commissioning ministers entitled "Examination of Candidates" (1736), has the authority of statutory law and must be followed as prescribed.

**1732.** The commissioning service shall be planned by the Council of Ordination (546) and shall be presided over by the General Superintendent (743:14) or in his absence by the district superintendent (511:23). They shall be assisted in the various parts of the service and in the act of commissioning by the Council of Ordination (546; 117: lc).

#### **B. The Order of the Commissioning of Ministers**

##### **Invocation**

**1733.** *(The minister appointed shall give an extemporaneous invocation.)*

##### **Hymn**

*(Then the congregation shall join in singing a hymn, such as "Lord, Speak to Me, That I May Speak," "A Charge to Keep I Have," "Take My Life and Let It Be.")*

##### **Scripture Reading**

*(Then the minister appointed shall read a Scripture lesson, such as I Tim. 6:3-16; 11 Tim. 1:6-14; 2:1-16; 2:1-16,22-26; 4:1-8; Titus 2:11-15; 3:3-9 )*

##### **Sermon**

*(Then a sermon or address may be given. Cf. 743: 14.)*

## Presentation of Candidates

**1734.** *(Then the appointed minister shall bring the candidates and present them to the General Superintendent, saying :)*

I present *(read names)* unto you to be commissioned as *ministers* in The Wesleyan Holiness Church.

*(Then the General Superintendent, or in his absence the district superintendent, shall say unto the people :)*

Brethren, *these are they* whom we purpose, God willing, this day to commission as *ministers*. For, after due examination, we find that *they are* truly called to this function and ministry, and that *they are* qualified for the same. If any here know any impediment for which *any one of them* ought not to be received into this holy ministry, let him come forth in the name of God, and show what that impediment is.

## The Charge

**1735.** *(Then the General Superintendent, or in his absence the district superintendent, shall address the candidates, giving the charge :)*

You have heard, *brethren*, both in your private examination by the district board of ministerial standing and in the message which has just been delivered, something of the importance of the ministry to which you are called. You are undershepherds of the Good Shepherd, the Lord Jesus, called to teach and admonish, to feed and provide for the Lord's family, to bring the lost into the fold, to bring each person unto the fullness of the stature of Christ.

Remember always the greatness of this responsibility and give yourselves without reservation unto the ministry to which God has called you. We charge you to pray daily for divine guidance and strengthening so that by your study of the Scriptures and your own personal growth and development you may both model the ideal of Christ and lead your people to live in keeping with His example and instructions.

## Examination of Candidates

**1736.** *(Then the General Superintendent, or in his absence the district superintendent, shall administer the examination to the candidates :)*

Is it your sincere conviction that you have been called of God to serve as a commissioned minister in The Wesleyan Holiness Church?

Answer. That is my sincere conviction.

Are you persuaded that the Holy Scriptures are the fully inspired and inerrant written Word of God, and that they contain sufficiently all doctrine required for eternal salvation through faith in Jesus Christ? Are you determined out of the said Scriptures to instruct the people committed to your charge, and to teach nothing as required of necessity to eternal salvation but that which you shall be persuaded may be so concluded and proved by the Scriptures?

Answer. I am so persuaded, and have so determined by God's grace.

Do you cordially accept our Articles of Religion and Membership Commitments, and agree to declare and defend them? And do you acknowledge your obligations to promote the institutions established and approved by The Wesleyan Holiness Church?

Answer. I do, in the fear of God.

Will you then give your faithful diligence always so to minister the doctrine, and sacraments, and disciplines of Christ, as the Lord has commanded?

Answer. I will do so by the help of the Lord.

Will you be ready, with all faithful diligence, to banish and drive away all erroneous and strange doctrines contrary to God's Word, and to use both public and private monitions and exhortations, as well to the sick as to the whole, within your charge, as need shall require and occasion be given?

Answer. I will, the Lord being my helper.

Will you be diligent in prayers and in reading the Holy Scriptures, and in such studies as help to the knowledge of the same?

Answer. I will endeavor to do so, the Lord being my helper.

Will you be diligent to fashion *yourselves* and your *families* according to the doctrines of Christ, and to make both *yourselves* and them, as much as in you lies, wholesome examples and patterns to the flock of Christ?

Answer. I will apply myself to this, the Lord being my helper.

Will you seek to promote quietness, peace, and love among all Christian people, and especially among them that are or shall be committed to your charge?

Answer. I will do so, the Lord being my helper.

Will you obey them that have the rule over you, and submit *yourselves*, since they watch for your *souls*, as they that must give account, that they may do it with joy, and not with grief?

Answer. I will, the Lord being my helper.

### **Covenant with Candidates' Spouses**

**1737.** *(Then if it is so desired, the General Superintendent, or in his absence the district superintendent, may call the spouses of the candidates to come and stand beside them, each one at the candidate's left side, and shall address them saying :)*

While the commissioning of a minister centers *in his* individual and personal commitment to the Lord's service and the church's entrusting *him* with such a service, the church hopes that *his* spouse will share with *him* in commitment and service. Each of you has heard the response of your *husband* in which *he* affirms *his* call to serve as a commissioned minister in The Wesleyan Holiness Church. As his companion will you, to the best of your abilities, be *his* helper in the ministry to which God in His providence is leading you?

Answer. Yes, by the grace of God.

### **Act of Commissioning**

**1738.** *(Then the candidates for commissioning shall kneel, and if so desired, their spouses may kneel at their sides, and the General Superintendent, or in his absence the district superintendent, and the Council of Ordination shall lay their hands severally upon the head of each one, and the presiding minister shall say:)*

The Lord pour upon thee the Holy Spirit for service as a commissioned minister in The Wesleyan Holiness Church. May you be a faithful dispenser of the Word of God, and of His holy sacraments; in the name of the Father, of the Son, and of the Holy Spirit. Amen.

*(They shall continue to kneel and the presiding minister shall deliver the Bible into the hands of each one, and shall say :)*

Take authority to preach the Word of God, to administer the holy sacraments, and to perform all the duties of a commissioned minister in The Wesleyan Holiness Church.

### **Prayer for Enduement**

**1739.** *(Then the appointed minister shall pray an extemporaneous prayer for the anointing of the Holy Spirit upon each candidate.)*

### **Right Hand of Fellowship**

*(The newly commissioned minister shall then arise, and the General Superintendent, or in his absence the district superintendent, and the members of the Council of Ordination shall extend to each the right hand of fellowship, welcoming him to the work and labors of the ministry. Then the presiding minister may direct the congregation to file by and greet the newly commissioned minister, or he or other appointed minister shall close the service with the following benediction :)*

### **Benediction**

"May the God of peace, who through the blood of the eternal covenant brought back from the dead our Lord Jesus, that great Shepherd of the sheep, equip you with everything good for doing his will, and may he work in us what is pleasing to him, through Jesus Christ, to whom be glory for ever and ever. Amen " (Hebrews 13:20-21, NIV).

## **Chapter VIII**

### **COMMISSIONING OF LAY WORKERS**

**1740.** The commissioning service shall be planned by the Council of Ordination (546) and shall be presided over by the General Superintendent when present (743:14), or, in his absence, by the district superintendent (511:23).

#### **1741. Order of Commissioning of Lay Workers.**

*(This ritual is adaptable for use in commissioning any type of lay worker, including special workers, such as director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry; including lay missionaries, such as doctors, nurses teachers, wives of ordained missionaries, office workers; and including any other lay worker commissioned by his district conference. In each case the*

*General Superintendent, or in his absence the district superintendent and others helping in the commissioning service (cf. 546; 743:14; 1189; 1192) shall insert the title of the commission being granted in the blanks, and make such other adaptations or modifications as are needed.)*

### **Invocation**

*(The presiding minister or other appointed minister shall give an extemporaneous invocation.)*

### **Hymn**

*(Then the congregation shall join in singing a hymn, such as one of the following: "Take My Life, and Let It Be," "Hear Ye the Master's Call," "Give of Your Best to the Master," "Hark! The Voice of Jesus Calling")*

### **Scripture Reading**

*(Then the presiding minister or other appointed minister shall read a scripture lesson, such as one of the following: Acts 2:4-44 and 6:1-8; Rom. 12:4-15; 1 Cor. 12:4-12.)*

### **Sermon**

*(Then the presiding minister or other appointed minister may give a sermon or address declaring the need and function of lay workers.)*

### **Presentation of Candidate**

*(Then the General Superintendent, or in his absence the district superintendent, shall present the candidates individually to the presiding minister, saying :)*

I present \_\_\_\_\_ unto you to be commissioned as \_\_\_\_\_.

*(Then the General Superintendent, or in his absence the district superintendent, shall address the congregation, saying :)*

Dearly beloved, *this is he* whom we purpose this day to commission \_\_\_\_\_ as in The Wesleyan Holiness Church. After inquiry and examination, we discover that *he has* met the stated requirements of the Church, and we believe *him* to be a worthy and proper person for this service.

### **Address to Candidate**

*(Then the General Superintendent, or in his absence the district superintendent, shall address the candidate, saying :)*

Dearly beloved, we rejoice that in the providence of God a door of usefulness has been opened to you in the service of the Church. It is with infinite wisdom that God has provided diversities of gifts for His workers, distributing and administering them according to His good pleasure through the Holy Spirit. It is with joy that your brethren

have watched Cod's will revealed in your *life*, and your own resolve grow firm to use your *gift* for His glory. Turning aside from worldly interests and pursuits, you are devoting *yourself* to the Lord's work, and to being a helper of the ministry. You will be pouring out of your talent, your time, your possessions, your strength, your very *self* in a living sacrifice to Christ. You have not entered upon this solemn responsibility lightly, and doubtless already in the sacred stillness of the sanctuary of your heart you have consecrated *yourself* to this service. What you have done alone with Cod, you do now formally and publicly in the presence of the church.

### **Questioning of Candidate**

*(Then the General Superintendent, or in his absence the district superintendent, shall question the candidate :)*

Do you believe that you have been led by the Spirit and the providences of God to engage in this work and to assume the duties of this service?

Answer. I do.

Do you, in the presence of God and of this congregation, promise faithfully to perform the duties of \_\_\_\_\_ in The Wesleyan Holiness Church?

Answer. I do.

Do you accept the Bible as God's Word, and will you make it a lamp to your feet, and a light unto your path?

Answer. I so accept it, and will so walk in its light.

Will you be diligent in prayer, in the study of the Holy Scriptures, and in such other devotions as will help you to grow in the knowledge and love of God?

Answer. I will.

Will you cheerfully accept the direction of those whom the Church may place over you in the doing of your work?

Answer. I will cheerfully do so.

### **Consecration of Candidate**

*(Then the candidate shall kneel for a brief season of silent prayer, after which the presiding minister or other appointed minister shall pray :)*

O eternal God, the Father of our Lord Jesus Christ, who didst call Stephen, Philip, and other laymen into the service of Thy church, look upon *this Thy servant* who is to be set apart to service as \_\_\_\_\_. Give to *him*, we pray Thee, such understanding of Thy holy gospel, such firmness of Christian purpose, such diligence in service, and such beauty of life in Christ that *he* may be to all whom *he teaches* or *serves* a worthy revelation of the meaning and power of the Christian life. May *he so* order *his* time and nourish *his mind* and *heart* that *he* may constantly grow in grace and in the knowledge of our Lord Jesus Christ, and steadily increase in the ability to lead others unto Him. Grant that *he* may have strength of body, mind, and soul for the fulfillment of Thy will in the holy task to which Thou hast called *him*; and grant *him* Thy Holy Spirit, that *he* may

worthily discharge the work committed to *him*, to the blessing of mankind and to the praise of Christ our Savior. Amen.

*(Then the presiding minister shall address the candidates, saying :)*

May the Spirit of the living God descend upon you and abide with you always. May His holy anointing impart to you the grace for every trial, and gifts for every duty. May His presence be to you a pillar of cloud by day, and a pillar of fire by night, all along the journey of life. And may the blessing of the Triune God, Father, Son, and Holy Spirit, be with you now and evermore. Amen.

### **Act of Commissioning**

*(Then the candidate shall rise, and the presiding minister shall take him by the hand and say :)*

I commission you to service as \_\_\_\_\_ in The Wesleyan Holiness Church, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

### **Hymn**

*(Then the congregation shall join in singing a hymn, such as one of the following: "O Master, Let Me Walk with Thee," "O Jesus, I Have Promised," "Work, for the Night Is Coming," "I'll Go Where You Want Me to Go.")*

### **Benediction**

*(Then the presiding minister or other appointed minister shall pronounce the benediction :)*

The peace of God, which passeth all understanding, keep your hearts and minds in the knowledge and love of God, and of His Son, Jesus Christ our Lord; and the blessing of God Almighty, the Father, the Son, and the Holy Spirit, be among you and remain with you always. Amen.

## **Chapter IX**

### **INSTALLATION CEREMONIES**

#### **A. General Regulations**

**1761.** The installation ceremonies provided herewith shall normally be used as a part of some general service of worship, and in most instances the other parts of the

service, such as hymns, scripture readings, and prayers, will need to be supplied, being chosen in such a manner as to give the entire service unity and dignity.

## **B. Installation of a Pastor**

### **1764. Order of Installation of a Pastor.**

*(The district superintendent or his representative shall preside over the installation of a pastor (511:23). The presiding minister or other appointed minister shall give the invocation :)*

O Lord, merciful God, who hast made known to us Thy will that we should pray Thee to send forth laborers into Thy harvest, we earnestly beseech Thee to send forth into the world continually true teachers and ministers of Thy Word, and so to enlighten their minds with the knowledge of Thy truth, that they may faithfully make known the whole counsel of God unto salvation, to the glory of Thy name and the saving of souls; through Jesus Christ, our Lord and Savior. Amen.

*(The presiding minister or other appointed minister may read a scripture lesson such as John 15:1-8. The presiding minister or other appointed minister may deliver an appropriate message. At the proper time, the presiding minister shall address the congregation, saying :)*

Dearly beloved, we are here assembled in the sight of God to install the Reverend \_\_\_\_\_, who has heeded your call to become the pastor of this church, and whose installation has been duly authorized by the \_\_\_\_\_ District of The Wesleyan Holiness Church.

*(The pastor shall come and stand before the presiding minister, who shall address him, saying :)*

Dear brother, the duties of your holy office are clearly set forth in the Word of God. As an ambassador of our Lord Jesus Christ, you are first of all to preach both Law and Gospel, as they are comprehended in the Holy Scriptures and defined in *The Discipline* of The Wesleyan Holiness Church. This you are to do without the addition of private opinion, as the apostle admonishes, "If any speak, let him speak as the oracles of God" (I Peter 4:11).

Whatever is contrary to sound doctrine shall be refuted with all restraint as the Scripture warns, "The servant of the Lord must not strive; but be gentle unto all men, apt to teach, patient, in meekness instructing those that oppose themselves" (II Tim. 2:24-25a).

Those who are committed to your pastoral care are to be diligently admonished to walk in the commandments of the Lord blamelessly. The erring are to be warned with the fidelity which the Word of the Lord demands of faithful pastors, as the Prophet Ezekiel was instructed, "Son of man. I have made thee a watchman unto the house of Israel" (Ezek. 3:17).

You are also to be the steward of the holy sacraments which you are to administer to the comfort of troubled souls.

In view of the Savior's gracious words, "Suffer the little children to come unto me" (Mark 10:14), the children and youth of the church must in a special sense be the object of your pastoral instruction and care.

The measure of faithfulness with which you are to seek the erring is set forth in the Holy Scriptures in the words of the Apostle Paul who said; "I ceased not to warn every one night and day with tears" (Acts 20:31).

The example of holy men of God will impel you to pray diligently for your people and to be a pattern unto them in faith and good works.



Do you therefore earnestly purpose to fulfill with all diligence these duties, and thus be able in this life to answer before The Wesleyan Church and the church universal, and in the life to come to give an account before the judgment seat of Christ?

**Answer.** Yes, I do so purpose, by the help of God.

"I charge thee therefore before God, and the Lord Jesus Christ, who shall judge the quick and the dead at his appearing and his kingdom; preach the word; be instant in season, out of season; reprove, rebuke, exhort with all long-suffering and doctrine ... watch thou in all things, endure afflictions, do the work of an evangelist, make full proof of thy ministry" (II Tim. 4:1-2, 5).

*(The congregation shall rise, and the presiding minister shall address them, saying :)*

And now, dearly beloved, I admonish you to receive as your pastor, the Reverend \_\_\_\_\_, whom God has given you. Accept the Word of God as preached by him, whether it be for your comfort, your admonition, or your instruction, even as Christ has said, "Take heed therefore how ye hear" (Luke 8: 18).

Use all diligence that your children receive instruction in the Christian faith and are present with you in the services at God's house, in accordance with the counsel of the Apostle Paul to Christian parents to bring children "up in the nurture and admonition of the Lord" (Eph. 6:4).

Pray for your pastor that his ministry may tend to the salvation of many souls, and that through his labors, you, together with him, may be saved.

Honor and esteem him who is to minister to your souls. As the Apostle Paul exhorts, "Know them which labor among you, and are over you in the Lord, and admonish you; and ... esteem them very highly in love for their work's sake. And be at peace among yourselves" (I Thess. 5:12-13).

Do you now, as becomes a Christian church, accept these obligations?

**Answer.** Yes, by the help of God.

*(Then the presiding minister shall address the pastor, saying :)*

Upon these, your solemn mutual promises, I now install you, the Reverend \_\_\_\_\_, as pastor of the \_\_\_\_\_ Wesleyan Church, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

*(Then the presiding minister shall lead in prayer, concluding by leading the congregation in the Lord's Prayer. Then he shall address the congregation and the pastor, saying :)*

The Lord bless you that you may bring forth much fruit and that your fruit may remain.

*(Then the congregation shall join in singing a hymn such as, "A Charge to Keep I Have." Then the congregation may come forward to greet the pastor and his family at the altar. The pastor shall pronounce the benediction.)*

## C. Installation of Local Church Officers

### 1768. Order of Installation of Local Church Officers.

*(This installation may be held during a Sunday morning service or other appropriate service just prior to the time when the newly elected officers shall assume their duties. The congregation may join in singing a hymn, such as: "A Charge to Keep I Have," or "I'll Live for Him Who Died for Me." The pastor may read a scripture lesson such as Acts 2:41-44 and 6:1-8. Depending upon the number of the officers involved, he may wish to read something concerning their duties from **The Discipline**. At the proper time, he shall call the newly elected officers before the congregation, and shall address them, saying :)*

Dearly beloved, it is recorded in the Acts of the Apostles that when the early church was growing and the number of disciples was multiplying, and the duties of the church so increased, and so became diversified, that the church called its members together and chose men of good report, full of the Holy Spirit and wisdom, to assist in the administering of the affairs of the church; and that the officers thus chosen by the church were set before the apostles, who laid hands on them and prayed, thus setting them apart in the presence of the church to the duties of their honorable office.

In like manner this church, having first sought the guidance of the divine Spirit, has chosen you to similar offices to be associated with the brethren already in office and with the pastor before whom you have now come for public consecration.

Therefore, we, the pastor and the people of this church, call upon you to hear and join in this pledge of trust to Christ and His church.

### **The Officers' Pledge**

Trusting in Jesus Christ, the great Head of the church, I humbly promise Him and His church that I will be faithful to the extent of my ability to all known duties and responsibilities devolving upon me as an officer of this church. I will endeavor to be regular in my attendance, cheerful in my service, wholehearted in my giving, open-minded in my planning, patient in the face of trials, persistent in the face of difficulty, and Christlike in my fidelity to His service. I will seek by example and precept the promotion of Christian fellowship among all our members and the spreading of the message of full salvation at home and abroad. Do you cheerfully and yet solemnly accept the obligations of this pledge?

**Answer.** I do.

*(Then the pastor shall address the congregation, asking them to stand, and saying :)*

We, the pastor and officers of this church, call upon the members and friends of this church to hear and join in this pledge of loyalty to those called of God and elected by the church as its leaders.

### **The Church's Pledge**

Having chosen these officers to guide us in the administration of the church, we, its members and friends, do now pledge our loyalty to its work and promise our consideration of the plans and our friendly cooperation in the service suggested to us. We acknowledge our duty and declare our determination to pray for all our leaders and to share with them in the glorious responsibility of spreading the good news, thus hastening the coming of Christ. Do you cheerfully and yet solemnly accept the obligations of this pledge?

**Answer.** We do.

*(The officers shall then kneel at the altar while the pastor and people offer prayer in their behalf.)*

### **D. Installation of District Superintendent**

**1772. Order of Installation of a District Superintendent.**

*(The General Superintendent or his representative shall be in charge of installing the district superintendent before the adjournment of the district conference in which he is elected (743:10). The newly elected district superintendent, assistant district superintendent, secretary, and treasurer, and such other district officers as are desired, shall be called before the General Superintendent, who shall first address the district superintendent, saying :)*

District Superintendent \_\_\_\_\_, today you stand before us along with the other duly elected officers of the district. You have been prayerfully selected by this district conference to serve as leader of the \_\_\_\_\_ District of The Wesleyan Holiness Church. It is in you that the ministers and members of the various churches within the bounds of this district are investing their confidence and trust. Yours is indeed a position of significant honor and responsibility, and it is only as God is with you that you will be enabled to fill it.

Many will be the problems faced, many the responsibilities carried, many the difficulties encountered, yet with Paul it will be your privilege to know that you may be "troubled ... yet not distressed; ... perplexed, but not in despair." And, alongside these graver experiences, there will also be the satisfying reward of steady progress under the smile of God and glorious victories because He has led the way through.

In counseling, may He grant needed grace; in decisions, may He impart of His wisdom; in labors, may your secret be His all-sufficient strength; in administration's numerous phases, may He be your "very present help." The support and cooperation of this body is assured you in the days that lie ahead. Together may you build a district that knows its best days spiritually, numerically, and materially as well.

And now, that we may hear publicly your intention to accept this charge with proper regard for all that is therewith involved, we ask you in the presence of God and of these witnesses, do you accept the office of superintendent of the \_\_\_\_\_ District, and do you hereby solemnly covenant to discharge your duties to God, to The Wesleyan Holiness Church, and to all the members of the District, according to *The Discipline* and in the fear of God?

**Answer.** I do, God being my helper.

*(Then the General Superintendent shall address the other district officers, saying :)*

Do you, as officers representing the \_\_\_\_\_ District, covenant to support the district superintendent, and to discharge your several duties to God, to The Wesleyan Holiness Church, and to all the members of this district, according to *The Discipline* and in the fear of God?

**Answer.** We do, God being our helper.

*(Then the General Superintendent shall address the district superintendent, saying :)*

As representative of The Wesleyan Holiness Church, I charge you with this responsibility and declare you to be formally installed as superintendent of the \_\_\_\_\_ District, entitled to the rights and privileges thereunto pertaining.

*(Then the General Superintendent shall lead in prayer.)*

## **E. Installation of General Officials**

### **1776. Order of Installation of General Officials.**

(In the parts of the service prior to the actual installation, a scripture lesson such as I Corinthians 12:14-28 shall be read. The person appointed to preside over the service shall be responsible for giving the various charges, and shall address the congregation, saying :)

According to Acts, chapter 6, the Holy Spirit led the first-century church to select men for positions of service according to gifts bestowed upon them. So the Holy Spirit has led The Wesleyan Holiness Church to choose men believed to be blameless in heart as well as in life, possessing in measure the qualifications for the offices to which they are called. These men we now come to set apart as General Officials and members of the General Board of Administration.

(Then the chairman shall address those elected as General Superintendents, saying :)

Will the elected General Superintendents please stand.

(Names of elected) \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
the Church has called you to its most honored and responsible place of leadership, to the office of General Superintendent. This high office is one of great importance and dignity, imposing weighty responsibilities and demanding earnest, arduous, and self-sacrificing labor. In assuming your duties, you become a steward over the spiritual and temporal affairs of the Church worldwide.

You have been chosen for the office of General Superintendent because the Church recognizes in you the leadership abilities to carry spiritual and administrative authority in humility that is born of love. Further, you exemplify the high standard for Christian leadership set forth in the Word of God by Paul in the first chapter of his epistle to Titus, when he said, "For a bishop must be blameless, as the steward of God; not self-willed, not soon angry, not given to wine, no striker, not given to filthy lucre; but a lover of hospitality, a lover of good men, sober, just, holy, temperate; holding fast the faithful word as he hath been taught, that he may be able by sound doctrine both to exhort and to convince the gainsayers" (Titus 1:7-9).

Do you accept the office of General Superintendent, and promise that you will faithfully endeavor to discharge your duties as set forth in *The Discipline* of The Wesleyan Holiness Church?

**Answer.** I do.

Inasmuch as the Church has elected you to this highest office, and you have declared your willingness to accept it and your sincere purpose to discharge faithfully your duties as a General Superintendent, you are hereby set apart to this service in the Church.

May faith and courage and knowledge and temperance and patience and godliness and brotherly kindness and charity be in you and abound, so that you shall neither be barren nor unfruitful in your leadership of the Church. Amen.

(Then the General Superintendents shall be seated, and the chairman shall address those others elected as General Officials, saying :)

Will \_\_\_\_\_, elected as General Secretary;  
\_\_\_\_\_, elected as General Editor;  
\_\_\_\_\_, elected as General Secretary of Local Church Education;  
\_\_\_\_\_, elected as General Secretary of Extension and  
Evangelism; \_\_\_\_\_, elected as General Secretary of Education  
and the Ministry; \_\_\_\_\_, elected as General Secretary of World  
Missions; and \_\_\_\_\_, elected as General Secretary of Youth  
please stand.

Brethren, The Wesleyan Holiness Church has honored you by electing you to stand with the General Superintendents as the general officials of the Church. These are highly esteemed places of leadership. In assuming these offices, you become the recipients of respect and deference from faithful Wesleyans around the world.

In connection with your respective offices, *The Discipline* charges you under the direction of the General Board of Administration with the responsibility of the secretarial and corporate affairs of the Church, the editorship of *The Wesleyan Holiness Advocate*, the development and promotion of the work of the Sunday schools, the promotion and administration of the outreach of the Church into new areas of the homeland, the promotion and correlation of the Church's educational institutions, the administration of a program of worldwide missions, and the development and promotion of the work of the youth of the Church. Your service in these offices will impose duties which cannot be faithfully performed without self-denial and self-sacrifice. You must spend and be spent for the Church in the spirit of joyful service. Your election to this office is evidence of the confidence the Church has in you as Christian gentlemen and leaders. May your leadership always inspire such confidence, to the glory of God.

Do you accept the office to which the Church has elected you, and do you promise to discharge your duties as God may help you?

**Answer.** I do.

Inasmuch as the Church has elected you to these high offices, and you have declared your willingness to accept them and your sincere purpose to discharge faithfully your several duties, you are now set apart to this service in the Church.

May you be strong to do God's will and have great joy in your labors. Amen

*(Then the other general officials shall be seated, and the chairman shall address the area representatives of the General Board of Administration, saying :)*

Will the area representatives of the General Board of Administration please stand.

Brethren, having carefully considered the responsibilities and obligations of service as a member of the General Board of Administration as set forth in *The Discipline* of The Wesleyan Holiness Church, will you, with just appreciation of these responsibilities and obligations, accept this service to which you are called?

**Answer.** I will.

Will you promise that, always seeking divine help, you will faithfully serve as a member of the General Board of Administration of The Wesleyan Holiness Church, assisting to govern and direct its affairs in a manner which will make for peace, purity, and spiritual growth throughout the denomination?

**Answer.** I will.

*(The General Superintendents and other general officials shall stand once again, and the chairman shall address them and the area representatives of the General Board of Administration collectively, saying :)*

Forasmuch as you have been chosen by your brethren and have declared your willingness to accept the service to which they have elected you, you are hereby formally recognized as the General Board of Administration of The Wesleyan Holiness Church. May you always be worthy of the honor conferred upon you and the trust reposed in you by your brethren. And may God, by whose providence you have been set apart to this service, grant that "the whole body fitly joined together and compacted by that which every joint supplieth," may increase "unto the edifying of itself in love." Amen.

*(Then the chairman shall address the congregation, saying :)*

Have you, members and representatives of The Wesleyan Holiness Church, worldwide, seeking the guidance of divine wisdom, chosen the brethren who now stand before you to take charge of your denominational activities and interests as general officials and members of the General Board of Administration?

**Answer.** We have.

Will you pledge to honor, encourage, and cooperate with them in all things consistent with the will of God, and will you zealously aid them in the discharge of their official duties?

**Answer.** We will.

*(Then the chairman shall address the General Superintendents, other general officials, and area representatives Of the General Board Of Administration, saying :)*

Brethren, take to yourselves the office to which you have been called in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

*(Then the chairman shall pray :)*

Set apart, we beseech Thee, O Lord, these Thy servants to the work whereunto Thou hast called them by the voice of the Church.

Endue them with heavenly vision. Grant to them Thy grace that they may serve Thee well, being full of the Holy Spirit and of faith, administering the work of their office in the fear of the Lord.

Give these Thy servants favor and influence throughout Thy Church. May Thy work increase and advance because of Thy blessings and their diligence.

Equip these officers for their respective duties and enable them to be faithful in all things, so that when the Great Shepherd shall appear, each may receive a crown of glory that fadeth not away.

Through Christ we bring this petition. Amen.

## **F. Installation of a College President**

### **1779. Order of Installation of a College President.**

*(The chairman Of the board of trustees of the involved institution shall formally and officially install a college president at the proper time during the convocation of inauguration. He shall address the president, saying :)*

President \_\_\_\_\_, you have been chosen as the leader of \_\_\_\_\_ College. The Wesleyan Holiness Church is placing under your guidance and leadership not only the physical plant which is about us, the loyal faculty which serves therein, but also the sons and daughters from our homes who are to be nurtured in the Christian tradition. They are the foundation both for tomorrow's Church and for your future constituency.

As president of \_\_\_\_\_ College, yours is both a priceless heritage and a grave responsibility. You are to be the one to whom all institutional personnel are responsible. It will be your task to interpret the college program to the faculty, the student body, the board of trustees, the constituency, and the general public. Yours is one of many educational institutions which through an unending stream of trained youth constantly condition the thought life of our age. The heritage, the doctrines, and the ideals of The Wesleyan Holiness Church will be projected to succeeding generations only as you dedicate yourself to their preservation in the

present. And if free institutions are to endure in the society of which we are a part, you must carry a flaming torch of democratic idealism.

In the discharge of these responsibilities, you will need, in some measure at least, the calm spirit of a Moses, the physical strength of a Samson, the patience of a Job, the wisdom of a Solomon, the prophetic vision of an Isaiah, the resoluteness of a Paul, and the constant abiding presence of the matchless Christ, whose Great Commission closed with the words, "Lo, I am with you always, even unto the end of the world."

You have been called to this important task because we have confidence in your leadership, in your ability, in your Christian integrity, and in your consecration to the sacred task before you. We pledge to you our cooperation, our financial support, and our prayers for the days which are ahead.

By the authority invested in me as chairman of the board of trustees of \_\_\_\_\_ College, I hereby place in your hands the official seal of the institution as the insignia of your authority and declare you formally installed as president of \_\_\_\_\_ College.

## **Chapter X**

### **DEDICATION SERVICES**

#### **A. Dedication of a Church Building**

##### **1781. Order of Dedication of a Church Building.**

#### **Call to Worship**

*(The pastor or other appointed minister shall give the call to worship :)*

"Serve the Lord with gladness: come before his presence with singing. Know ye that the Lord he is God: it is he that hath made us, and not we ourselves; we are his people, and the sheep of his pasture. Enter into his gates with thanksgiving, and into his courts with praise: be thankful unto him, and bless his name" (Ps. 100:2-4).

#### **Invocation**

*(Then the pastor or other appointed minister shall give the invocation :)*

O God, eternal and ever blessed, who delightest in the assembling of Thy people in the sanctuary; receive us graciously as we come into Thy house, and grant, we entreat Thee, that peace and prosperity may be found within its walls, that the glory of God may be the light thereof, and that we may be satisfied with the goodness of Thy house; through Jesus (Christ our Lord. Amen.

## **Hymns**

*(Then the congregation shall join in singing a hymn, such as one of the following: "All Hail the Power of Jesus' Name," "O Worship the King," "The Church's One Foundation," "I Love Thy Kingdom, Lord.")*

## **Scripture Readings**

*(Then the pastor or other appointed minister shall read a scripture lesson, such as one of the following: 11 Chron. 6:1-2, 18-21, 40-42; 7:1-4; Ps. 24; Ps. 84; Heb. 10:19-25.)*

## **Sermon**

*(The district superintendent or a representative of the general church or district or other Wesleyan minister may be asked to deliver a message on the nature and task of the church.)*

## **Offering**

*(It is much to be desired that all money required for the erection and completion of a house in which to worship God shall be fully provided before the day of dedication; but where this is not done appeals may be made either just before or following the sermon. No building shall be dedicated to God until approved as financially secure and properly deeded as specified in *The Discipline*.)*

## **Presentation of Building for Dedication**

*(Then the district superintendent or his representative shall take his place at the pulpit and the trustees of the church shall stand before him (cf. 511:11) The chairman of the trustees shall address the district superintendent saying :)*

On behalf of the trustees, the members, and this congregation, I present you this building to be dedicated to God as a place of worship and of service in His kingdom.

## **Acceptance of Building for Dedication**

*(Then the district superintendent shall respond saving :)*

Dearly beloved, for countless centuries men have erected buildings for the public worship of God, and have separated them from all unhallowed uses in order to increase man's reverence for God and for those places in which he communes with Him. We rejoice that God has put it into the hearts of His people to build this house in this place to the glory of His name. I now accept this building, to be known as the Wesleyan Holiness Church, to dedicate it, and to set it apart for the worship of Almighty God and the service of all men. Let us therefore, as we are assembled, solemnly dedicate this place to its proper and sacred uses.



## Litany of Dedication

*(Then the district superintendent shall cause the congregation to stand and to join him in the responsive litany of dedication :)*

**Leader:** To the glory of God the Father, who has called us by His grace; to the honor of His Son, who loved us and gave himself for us; to the praise of the Holy Spirit, who illumines and sanctifies us;

**Congregation:** We dedicate this house.

**Leader:** For the worship of God in prayer and praise; for the preaching of the everlasting gospel; for the celebration of the holy sacraments;

**Congregation:** We dedicate this house.

**Leader:** For the comfort of all who mourn; for strength to those who are tempted; for light to those who seek the way;

**Congregation:** We dedicate this house.

**Leader:** For the hallowing of family life; for teaching and guiding the young; for the perfecting of the saints;

**Congregation:** We dedicate this house.

**Leader:** For the conversion of sinners; for the sanctification of believers; for the promotion of righteousness; for the extension of the kingdom of God;

**Congregation:** We dedicate this house.

**Leader:** In the unity of the faith; in the bond of Christian brotherhood; in charity and goodwill to all;

**Congregation:** We dedicate this house.

**Leader:** In gratitude for the labors of all who love and serve this church in loving remembrance of those who have finished their course; in the hope of a blessed immortality through Jesus Christ our Lord;

**Congregation:** We dedicate this house.

**All in Unison:** We now, the people of this church and congregation, compassed with a great cloud of witnesses, grateful for our heritage, sensible of the sacrifice of our fathers in the faith, confessing that apart from us their work cannot be made perfect, do dedicate ourselves anew to the worship and service of Almighty God; through Jesus Christ our Lord. Amen.

## Prayer of Dedication

*(Then the district superintendent shall give an extemporaneous prayer of dedication or he may use the following :)*

Almighty God, we are not worthy to offer unto Thee anything belonging unto us. We humbly acknowledge that "except the Lord build the house, they labor in vain that build it." Yet we beseech Thee, in Thy great goodness; accept the dedication of this place to Thy service. Prosper this our undertaking. Receive the prayers and intercessions of all these Thy servants who shall call upon Thee in this house. Give them grace to prepare their hearts to serve Thee with reverence and godly fear. Affect them with a solemn apprehension of Thy divine majesty, and a deep sense of their own unworthiness. May they always approach Thy sanctuary with lowliness and devotion. May they always come before Thee with clean thoughts and pure hearts, with bodies undefiled, and minds

sanctified. May they always perform a service acceptable to Thee, through Jesus Christ our Lord. Amen.

### **Hymn**

*(Then the congregation shall join in singing a hymn such as: Lead On, O King Eternal)*

### **Benediction**

*(Then the pastor or other appointed minister shall pronounce the benediction :)*

May Thou, O Lord our God, make this house Thy abiding place from this day forth, and let Thy ministers be clothed with salvation, let Thy saints rejoice in goodness all their days, as the blessings of God the Father, the Son, and the Holy Spirit rest and abide upon them. Amen.

## **B. Dedication of Parsonage**

### **1791. Order of Dedication of a Parsonage.**

*(At the time appointed for the dedication service an appropriate hymn may be sung by the congregation or by a soloist or choir. Suitable numbers include: "Happy the Home When God Is There," and "Bless This House." Then the pastor or other appointed minister shall give an extemporaneous prayer. Then the pastor or other appointed minister shall give a scripture reading such as I Cor. 9:7-10, 13-14. Then the district superintendent [cf. 511:11] or his representative shall address the congregation, saying :)*

The Scriptures clearly teach that as Aaron was divinely appointed to the priesthood, even so today men are called to the ministry for the purpose of preaching the Word and otherwise giving aid and comfort to the spiritually needy. In the same divine program it is also "ordained that they which preach the gospel should live of the gospel" (I Cor. 9:14). Providing a house for the pastor is a recognition of his high office and great value to the church. It is a wise provision contributing to his temporal support. This house about to be dedicated as a pastor's home has been made possible by the generous gifts of those who are interested in the ministry and the church he represents.

*(Then the trustees of the church shall come and stand before district superintendent, and the chairman of the trustees shall address the district superintendent, saying :)*

On behalf of the trustees, the members, and this congregation I present this house to be dedicated to God as the home for the man whom He has appointed to pastor this people.

*(Then the district superintendent may give an appropriate discourse gratefully commending the people for providing this house and charging the pastor to live here in the fear of God and as a faithful servant of the people. Then he shall offer a prayer of dedication, such as the following :)*

O most gracious Lord, we acknowledge that we are not worthy to offer unto Thee anything belonging to us. Yet we beseech Thee that Thou wilt accept the dedication of this home to Thy service, and that Thou wilt prosper this our undertaking.

Grant that whosoever shall dwell in this house shall be so yielded and dedicated to Thy service as "vessels sanctified and meet for the Master's use, prepared unto every good work," that their ministry shall be a heavenly benediction to all they meet.

Grant, O Lord, that whosoever shall enter this the home of Thy ministering servants shall be made to sense Thy presence, and as they depart shall be strengthened to walk in Thy holy commandments, and that all who minister to the material comforts of Thy servants in this home shall by Thee be richly rewarded.

Grant, O Lord, that all who come to this home for spiritual counsel and comfort, shall by Thy blessings be made both to perceive and know what things they ought to do, and may have power and strength to fulfill the same.

Grant, O Lord, that whosoever shall be joined together in the holy estate of matrimony in this home may faithfully perform and keep the vow and covenant between them made, and may remain in perfect love together unto their lives' end.

Grant, O Lord, we beseech Thee, that at the family altar of this home, when prayer with thanksgiving and supplication shall be offered, that they may receive from Thy hand such things as are necessary. Also, that as Thy servants study and search Thy Word, that divine illumination for life and duty may be given as in Thy infinite wisdom Thou shalt see to be most expedient for them.

All of this we ask in the name of Jesus Christ, our most blessed Lord and Savior.  
Amen.

*(Then the district superintendent shall address the congregation saying :)*

I now declare this house duly set apart as the residence of the pastor of the \_\_\_\_\_ Wesleyan Church.

*(Then the district superintendent or other appointed minister shall pronounce the benediction :)*

The Lord bless you, and keep you: the Lord make His face to shine upon you, and be gracious unto you: the Lord lift up His countenance upon you, and give you peace.  
Amen.

## PART XII. FORMS

### Chapter I

#### CHURCH LETTERS

##### A. Letter of Transfer

**1801. Letter Sent by Church Granting Transfer to Another Wesleyan Holiness Church** (cf. 243-245).

To the pastor and secretary of the \_\_\_\_\_  
Wesleyan Holiness Church.

This certifies that \_\_\_\_\_ is a  
\_\_\_\_\_ \* member in good standing in the  
\_\_\_\_\_ Wesleyan Holiness Church, and being desirous

of transferring membership to your church, is hereby transferred and commended to your care and fellowship.

By authority and in behalf of the \_\_\_\_\_  
Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

The member's relationship at the church granting the letter continues until he is duly received by the church to which he is being transferred.

(\*Insert the proper term, namely full or provisional)

**1802. Acknowledgment Sent by Receiving Church** (cf. 243).

To the pastor and secretary of the \_\_\_\_\_  
Wesleyan Holiness Church.

This certifies that \_\_\_\_\_, for whom you issued a letter of transfer dated the \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_, has been duly received by the \_\_\_\_\_ Wesleyan Holiness Church on the \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_, and we send you this acknowledgment in order that you may complete your record of this transfer.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

**1803. Notice Sent to Member Being Transferred.**

We have on this date, the \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_, issued a letter of transfer of your membership to the \_\_\_\_\_ Wesleyan Holiness Church, commending you to its care and fellowship. May the Lord bless you in your new relationship.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

**B. Letter of Recommendation**

**1804. Letter Given to Person Desiring to Transfer to Another Denomination** (cf. 249).

This certifies that \_\_\_\_\_, the bearer, has been up to this date an acceptable \_\_\_\_\_\* member of the \_\_\_\_\_ Wesleyan Holiness Church, and being desirous of

removing from said church, is hereby released and cordially recommended to the Christian confidence of those to whom this certificate may be presented.

By authority and in behalf of the \_\_\_\_\_ Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

It is understood that this letter of recommendation terminates the bearer's membership in The Wesleyan Holiness Church immediately.

(\*Insert the proper term, namely full or provisional.)

### **C. Letter of Withdrawal**

**1805. Letter Given to Person Desiring to Withdraw from the Church**  
(cf. 250; 1616).

This certifies that \_\_\_\_\_, the bearer, has been up to this date a \_\_\_\_\_\* member of the \_\_\_\_\_ Wesleyan Holiness Church, and being desirous of withdrawing from said Church, is hereby declared to be withdrawn.

By authority and in behalf of the \_\_\_\_\_ Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

It is understood that this letter of withdrawal terminates the bearer's membership in The Wesleyan Holiness Church immediately.

(\*Insert the proper term. namely full or provisional.)

## **Chapter II**

### **SERVICE CREDENTIALS**

#### **A. Ministerial Credentials**

**1826. Lay Minister's License** (cf. 1179).

This certifies that \_\_\_\_\_, having been duly examined concerning \_\_\_\_\_ gifts, graces, and usefulness, and being deemed qualified for such service, is hereby licensed according to the usages of The Wesleyan Holiness Church as a lay minister, for one year, provided that \_\_\_\_\_ spirit, practice, and teachings are in keeping with the Scriptures and *The Discipline* of The Wesleyan Holiness Church.

By order and in behalf of the local church conference of Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

(This license may be renewed annually, and when so renewed, notation shall be made on the reverse side of this form of the date on which such renewal was ordered, and the same shall be attested by the signature of the pastor and the local church secretary.)

**1827. Lay Minister's Letter of Standing** (cf. 1182:3).

This certifies that \_\_\_\_\_ has been up to this date a lay minister in good standing in the \_\_\_\_\_ Wesleyan Holiness Church, and being desirous of transferring \_\_\_\_\_ membership from this church, is granted this letter of standing to recommend \_\_\_\_\_ to whomsoever it may concern as a person worthy of consideration for license as a lay minister.

By the authority and in behalf of the \_\_\_\_\_ Wesleyan Holiness Church, this day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

**1828. Certificate of Authorization as a Supply Pastor** (cf. 1159).

This certifies that \_\_\_\_\_ has been appointed on a temporary basis as a supply pastor of the \_\_\_\_\_ Wesleyan Holiness Church, and is hereby authorized to fill its pulpit, to provide spiritual leadership to the congregation, and to perform such other duties as shall be authorized by the district superintendent.

By the authority and in behalf of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
District Secretary

**1833. District License** (cf. 1110:1, 2; 1112:9).

This certifies that \_\_\_\_\_, having been duly examined concerning \_\_\_\_\_ gifts, graces, and usefulness, and being deemed qualified for such service, is hereby made \_\_\_\_\_\* according to the usages of The Wesleyan Holiness Church, for one year, provided that \_\_\_\_\_ spirit, practice, and ministry are in keeping with the Scriptures and *The Discipline* of The Wesleyan Holiness Church.

By order and in behalf of the district conference of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
District Secretary

(\*Insert the proper term, namely licensed minister, ministerial candidate, or ministerial student. This license may be renewed annually; and when so renewed notation shall be made on the reverse side of this form on which such renewal was ordered, and the same shall be attested by the signature of the district superintendent and the district secretary.)

**1835. Commission Certificate for a Minister** (cf. 1117:1).

This certifies that \_\_\_\_\_, having been judged worthy and well qualified for such a ministry, and having been duly elected by the \_\_\_\_\_ District Conference of The Wesleyan Holiness Church, has been set apart this day, by the laying on of hands and prayer, to service as a commissioned minister in The Wesleyan Holiness Church so long as \_\_\_\_\_ spirit, practice, and ministry are in keeping with the Scriptures and *The Discipline* of The Wesleyan Holiness Church, \_\_\_\_\_ and is hereby empowered and fully authorized to administer the sacraments of baptism and the Lord's Supper, to solemnize matrimony and to feed the flock of Christ, taking oversight thereof, not as lord over God's heritage, but as being an example to the same.

By the order and in behalf of the district conference of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
General Superintendent

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
District Secretary

**1836. Certificate of Ordination** (cf. 1119).

This certifies that \_\_\_\_\_, having been judged worthy and well qualified for such a ministry, and having been duly elected by

the \_\_\_\_\_ District conference of The Wesleyan Holiness Church, has been set apart this day, by the laying on of hands and prayer, to the office and work of an *elder* in The Wesleyan Holiness Church and in the church universal so long as \_\_\_\_\_ spirit, practice, and ministry are in keeping with the Scriptures and *The Discipline of The Wesleyan Holiness Church*, and \_\_\_\_\_ is hereby empowered and fully authorized to administer the sacraments of baptism and the Lord's Supper, to solemnize matrimony, and to feed the flock of Christ, taking oversight thereof, not as lord over God's heritage, but as being an example to the same.

By order and in behalf of the district conference of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
General Superintendent  
\_\_\_\_\_  
District Superintendent  
\_\_\_\_\_  
District Secretary

**1837. Certificate of Validation for Minister Transferring from Another Denomination** (cf. 1128).

This certifies that the \_\_\_\_\_ District Conference of The Wesleyan Holiness Church, having examined the credentials of the Reverend \_\_\_\_\_, an \_\_\_\_\_\* minister of the \_\_\_\_\_ Church, and having received other testimonials of \_\_\_\_\_ graces, gifts, and usefulness, and being satisfied that \_\_\_\_\_ is a person worthy and well qualified for such a ministry, has this day accepted and recognized \_\_\_\_\_ in due form as an \_\_\_\_\_\* in The Wesleyan Holiness Church, entitled to exercise under its authority all the functions pertaining to \*\* \_\_\_\_\_ so long as \_\_\_\_\_ spirit, practice, and ministry are in keeping with the Scriptures and *The Discipline of The Wesleyan Holiness Church*.

By order and in behalf of the district conference of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
General Superintendent  
\_\_\_\_\_  
District Superintendent  
\_\_\_\_\_  
District Secretary

(\*Insert the proper term, namely elder, commissioned minister, or licensed minister.  
\*\*Insert the proper term, namely ordination, commission, or licensed minister.)

**1839. General Evangelist's Certificate** (cf. 1162).

This \_\_\_\_\_ certifies that \_\_\_\_\_, an \_\_\_\_\_\* of the \_\_\_\_\_ District of



The Wesleyan Holiness Church, having been appointed by that district to the work of evangelism and being recommended by that district as a person qualified for such service to the Church at large, is hereby authorized to exercise the ministry of a *general evangelist* for one year from the date hereto affixed and is recommended to all whom it may concern for employment as an evangelist.

By order and in behalf of the district conference of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
District Secretary

(\*Insert the proper term, namely elder or commissioned minister.)

(This certificate may be renewed annually; and when so renewed, notation shall be made on the reverse side of this form of the date on which such renewal was ordered, and the same shall be attested by the signature of the district superintendent and the district secretary)

### **B. Special Worker's Credentials**

#### **1846. Special Worker's License** (cf. 1188).

This certifies that \_\_\_\_\_, having been duly examined concerning \_\_\_\_\_ gifts, graces, and usefulness, and being deemed qualified for such service, is hereby made a licensed special *worker* according to the usages of The Wesleyan Holiness Church, and is authorized to serve as a \_\_\_\_\_\* for one year, provided that \_\_\_\_\_ spirit, practice, and service are in keeping with the Scriptures and *The Discipline* of The Wesleyan Holiness Church.

By order and in behalf of the district conference of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
District Secretary

(\*Insert the proper term, such as director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry, lay evangelist, or social worker.)

(This license may be renewed annually; and when so renewed, notation shall be made on the reverse side of this form of the date on which such renewal was ordered, and the same shall be attested by the signature of the district superintendent and the district secretary.)

**1847. Special Worker's Commission** (cf. 1189).

This certifies that \_\_\_\_\_ has this day been consecrated according to the usages of The Wesleyan Holiness Church to service as a *commissioned special* worker, having been judged worthy and well qualified for such service, and this commission shall recommend \_\_\_\_\_ to all whom it may concern as a proper person to do the work of a(n) \_\_\_\_\_\* so long as \_\_\_\_\_ spirit, practice, and service are in keeping with the Scriptures and *The Discipline* of The Wesleyan Holiness Church, and continues to be actively engaged in such work.

By order and in behalf of the district conference of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
General Superintendent

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
District Secretary

(\*Insert the proper term, such as director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry, lay evangelist, or social worker.)

**1848. Lay Missionary's Commission** (cf. 1192).

This certifies that \_\_\_\_\_ has been appointed by the General Board of Administration of The Wesleyan Holiness Church to service as a lay missionary under the direction of the General Department of \_\_\_\_\_\*, that \_\_\_\_\_ has been consecrated to such service by the \_\_\_\_\_ District of The Wesleyan Holiness Church, and that this commission shall remain in effect throughout \_\_\_\_\_ period of service under such appointment and direction as listed on the reverse side of this commission.

In testimony whereof we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
General Superintendent

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
District Secretary

(\*World Missions or Extension and Evangelism.)

(This certificate may be renewed annually; and when so renewed, notation shall be made on the reverse side of this form of the date on which such renewal was ordered,

and the same shall be attested by the signature of the district superintendent and the district secretary.)

On reverse side:

TERMS OF SERVICE

From \_\_\_\_\_ To \_\_\_\_\_

\_\_\_\_\_

General Superintendent

**C. General Credentials**

**1851. Course of Study Certificate** (cf. 1112:3; 1113:2; 1119:3; 1150; 1151; 1189).

This certifies that \_\_\_\_\_, has completed the Course of Study for \_\_\_\_\_ \* authorized in *The Discipline* of The Wesleyan Holiness Church and provided by the General Board of Administration, or the equivalent of said Course, having satisfactorily passed examination in each subject.

In testimony whereof, we have hereunto set our hand the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
Director of Ministerial Study Course Agency

(\*Insert the name of the particular Course of Study, namely that of lay Minister, Pre-Ordination, Ministers of Music, Ministers of Christian Education, Special Workers, Directors of Music, Directors of Christian Education, Evangelistic Singers, Chalk Artists, Children's Workers, Spouses in Ministry, Lay Evangelists, or Social Workers.)

**1852. Recommendation for District License** (cf. 1110:1, 2; 1112:4; 1179; 1188).

This certifies \_\_\_\_\_ that \_\_\_\_\_, a full member in good standing of the Wesleyan Holiness Church, is hereby recommended by \_\_\_\_\_ local church conference to the \_\_\_\_\_ District Conference of The Wesleyan Holiness Church as having the graces, gifts, usefulness, and other qualifications necessary for district authorization to serve as a \_\_\_\_\_\*.

By order and in behalf of the local church conference of the \_\_\_\_\_ Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Secretary

(\*Insert the proper term, namely ministerial student, ministerial candidate, licensed minister, or licensed special worker. If licensed special worker, add the particular type of service, such as licensed special worker - director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry, lay evangelist, or social worker.)

**1853. Pocket Certificate of Standing** (cf. 1110:6b; 1116:2; 1117:4b; 1123:2).

This certifies that \_\_\_\_\_ was, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_, a (n) \_\_\_\_\_\* in good standing of the \_\_\_\_\_ District of \_\_\_\_\_ The Wesleyan Holiness Church.

\_\_\_\_\_  
District Secretary

Valid **only for one** year, and only when signed by the secretary.

(\*Insert the proper term such as elder, commissioned minister, licensed minister, ministerial student, ministerial candidate, commissioned special worker, or licensed special worker.)

**1854. District Letter of Transfer** (cf. 1127:1; 1190).

To the superintendent of the \_\_\_\_\_ District of The Wesleyan Church.

This certifies that \_\_\_\_\_ is a(n) \_\_\_\_\_\* in good standing in the \_\_\_\_\_ District of The Wesleyan Holiness Church, and, having requested a transfer, is hereby transferred and recommended to your district, subject to the action of said district.

By the authority and in behalf of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
District Superintendent

The person for whom the letter is granted shall continue as a member of the district granting the letter until the district receiving the letter replies on form 1855.

(\*Insert the proper term, namely appointed elder, elder on reserve, elder on educational leave, retired elder, elder without appointment, commissioned minister, licensed minister, ministerial candidate, ministerial student, commissioned special worker or licensed special worker. If licensed special worker, add the particular type of service, such as licensed special worker - director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry, lay evangelist, or social worker. If the person being transferred is a licensed minister, or licensed special worker, the transfer is not valid unless accompanied by a properly attested statement of his standing in the course of study and of his service record in the district.)

**1855. Acknowledgment of District Letter of Transfer** (cf. 1127:1; 1190).

To the superintendent of the \_\_\_\_\_ District of The Wesleyan Holiness Church.

This certifies that \_\_\_\_\_, for whom you issued a letter of transfer as a(n) \_\_\_\_\_ \* dated the \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_, has been duly enrolled by the District as a(n) \_\_\_\_\_ \*, the transfer having been completed on the \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_, and we send you this acknowledgment in order that you may complete your record of the transfer.

By the authority and in behalf of the \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
District Superintendent

(\*Insert the proper term, namely appointed elder, elder on reserve, elder on educational leave, retired elder, elder without appointment, commissioned minister, licensed minister, ministerial candidate, ministerial student, commissioned special worker, or licensed special worker. If licensed special worker, add the particular type of service, such as licensed special worker - director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry, lay evangelist, or social worker.)

**1856. District Letter of Standing** (cf. 1127:3; 1190).

This certifies that \_\_\_\_\_ has been up to this date a (n) \_\_\_\_\_ in good standing in the \_\_\_\_\_ District of The Wesleyan Holiness Church, and being desirous of removing from The Wesleyan Holiness Church, is hereby released and cordially recommended to the Christian confidence of those to whom this letter may be presented.

By the authority and in behalf of \_\_\_\_\_ District of The Wesleyan Holiness Church, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
District Superintendent

It is understood that this letter terminates immediately any relationship the bearer may have had to The Wesleyan Holiness Church as a minister, or special worker.

(\*Insert the proper term, namely elder, commissioned minister, licensed minister, ministerial candidate, ministerial student, commissioned special worker, or licensed special worker. If licensed special worker, add the particular type of service, such as licensed special worker - director of music, director of Christian education, youth director, song evangelist, chalk artist, children's worker, spouse in ministry, lay evangelist, or social worker.)

## INTERPRETATIONS OF CHURCH LAW

This section contains the official interpretations of *The Discipline* by the Board of General Superintendents which have been sustained by the General Conference and are therefore in full force and effect as church law (740:24). Each interpretation is identified by the paragraph number of *The Discipline* to which it refers.

Whenever a revision of *The Discipline* makes an interpretation unnecessary or renders it obsolete, the interpretation is to be deleted from *The Discipline* by order of the General Conference (Minutes of the 1976 General Conference, proceeding 276).

### Trafficking

131:8. The General Superintendents on November 7, 1983, officially interpreted and the General Conference on June 20, 1984 sustained (GC - 1984-175), thereby authorizing this provision to mean:

"Trafficking," as used with reference to alcoholic beverages in 131:8, means "production, sale, or purchase." "Production" means "activity which is a part of the manufacturing or primary distribution process." "Sale" means "giving up property to another for money or other valuable consideration."

### Membership Rights

155:3. The General Superintendents on April 6, 1984, officially interpreted and the General Conference on June 19, 1984, sustained (GC - 1984-42), thereby authorizing this provision to mean:

#### A.

"The right to vote and the eligibility to hold office for which a person in full membership is eligible" applies to each unit of The Wesleyan Holiness Church but is to be used only in administering the work within the geographical boundary of each particular unit. Provision for voting and nonvoting participation in the North American General Conference of units under the supervision of the General Department of World Missions and provisional general conferences is based on paragraphs 602:1, 691:41, 165, and not 155:3. Delegates from units under the supervision of the General Department of World Missions and provisional general conferences are voting members of the North American General Conference "according to a plan approved by the General Board of Administration" (602:1d; 691:41; 165) but this provision does not imply that delegates of those bodies are eligible to hold office in the North American General Conference. Conversely, paragraph 155:3 does not grant voting rights and eligibility to hold office to ministers and members of the North American General Conference in units under the supervision of the General Department of World Missions and provisional general conferences. If such a right is granted, it must be under some other provision.

#### B.

The membership of the General Board of Administration of the North American General Conference must be chosen from among and by those ministers and members residing in representative areas as defined in paragraphs 961-967.

### Ethnic Districts

401. The General Superintendents on May 19, 1982, officially interpreted and the General Conference on June 20, 1984, sustained (GC 1984-171), thereby authorizing this provision to mean:

The expanded provisions of 401, 952:34, and 952:39 as printed here represent the intentions of past general conferences, the practice of the intentions of past general conferences, and the practice of Church law on these particular points. The expanded provisions are:

401. A district is a specified geographical area or an ethnic grouping of churches created by the authority of the General Conference within which the churches, ministers, and members of The Wesleyan Church are organized according to *The Discipline* and are under its governing authority.

952:34. The South Ohio District shall include the former Wesleyan Methodist Negro churches in the states of Indiana, Kentucky, Ohio, Tennessee, West Virginia, and those churches added which are assigned to it by the General Board of Administration from time to time.

952:39. The Wesleyan Indian Missions Pioneer District shall include the churches and congregations among the American Indian people under the supervision of the Wesleyan Indian Ministries, including those added which the General Board of Administration has assigned to it from time to time.

## INDEX

The numbers refer to paragraphs and subparagraphs being indicated by the figures following the colons. Numbers in boldface type indicate main references or definitions.

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