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**CONSTITUTION
OF THE
IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

**Adopted at the Conference Constituency Session
June 5, 2022**

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ARTICLE I - NAME

This Organization shall be known as the IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS.

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ARTICLE II - PURPOSE

The purpose of this Conference is to facilitate the proclamation of the everlasting gospel in the context of The Three Angels' Messages of Revelation 14:6-12 to all peoples within its territory, lovingly persuading them to accept Jesus as personal Savior and to unite with His Church, discipling them in preparation for His soon return.

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ARTICLE III - PURPOSE

The Iowa-Missouri Conference of Seventh-day Adventists is a part of the Mid-America Union Conference of Seventh-day Adventists, which, in turn, is a part of the North American Division of the General Conference of Seventh-day Adventists, a World Church Organization. This Conference shall pursue the mission of the Church in harmony with the doctrines, programs and initiatives adopted and approved by the General Conference of Seventh-day Adventists in its Constituency Sessions.

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ARTICLE IV - TERRITORY

The territory of this Conference shall consist of the states of Iowa and Missouri.

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ARTICLE V - MEMBERSHIP

The membership of this Conference shall consist of such churches as have been or shall be properly organized in any part of the geographic territory under its jurisdiction and formally approved for membership by vote of the delegates at any regular Conference Constituency Session.

This Conference may receive or disband, in harmony with the *Church Manual*, a church at any regularly-called Conference Constituency Session, and it may also disband any church at any specially-called Constituency Session, providing said church has been given thirty (30) days notice in writing. The notice to the Church will include the reason for the disbanding.

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**CONSTITUTION OF THE
IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

ARTICLE VI - BYLAWS

The voters of this Conference may enact Bylaws, and/or repeal them, and such Bylaws may embrace any provision not inconsistent with the Constitution.

ARTICLE VII - DISSOLUTION AND DISPOSITION OF ASSETS

This Conference may be dissolved only by a two-thirds (2/3) majority vote of the delegates present and voting at any Constituency Session.

In the event of the dissolution of this Conference, all assets remaining after all claims have been satisfied shall be transferred to the Mid-America Union Conference of Seventh-day Adventists.

ARTICLE VIII - AMENDMENTS

This Constitution may be amended at any duly called Constituency Session by a two-thirds (2/3) vote of the delegates present and voting. If it is proposed to amend the Constitution at any specially-called Constituency Session, notice of such proposed amendments shall be given specifically in conjunction with the publication of notice of such a meeting.

1
2 **BYLAWS OF THE**
3 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

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5 **ARTICLE I - PRINCIPAL OFFICE**

6 The principal office for the transaction of the business of the Conference is fixed and
7 Located at 1005 Grand Avenue, West Des Moines, Polk County, State of Iowa. The
8 Executive Committee may, in an emergency, temporarily change the location of the principal
9 office from one location to another.

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12 **ARTICLE II - CONSTITUENCY SESSIONS**

13 Section 1 – This Conference shall hold regular Constituency Sessions at such time
14 and place as the Executive Committee shall designate, for the purpose of electing officers and
15 directors of the various departments and to transact such other business as may come before
16 the Conference.

17
18 Section 2 – In an emergency, a regular Constituency Session may be postponed up to
19 one year if voted by the Conference Executive Committee and approved by the Mid-America
20 Union Executive Committee.

21
22 Section 3 – Notice of all Constituency Sessions, whether regularly-called or special,
23 shall be published at least two weeks prior to such meetings, in the *OUTLOOK* or by written
24 notice to each church, mailed at least fifteen (15) days before convening such a meeting. The
25 transactions of special Constituency Sessions shall be equally valid with those of the
26 regularly-called Constituency Sessions.

27
28 Section 4 – Quorum - At least 51 percent of the regular delegates, authorized
29 hereinafter under Section 1 of Article III, must be present at any regular or special
30 Constituency Session in order to constitute a quorum for the transaction of business. Once
31 the meeting is declared open, the delegates present shall constitute a quorum.

32
33 Section 5 – Special Session

34
35 A. The Executive Committee of the Conference shall call a special Constituency
36 Session, at a time and place it deems proper when:

- 37
38 1. It is voted by the Executive Committee, or
39 2. It is voted by the delegates at any Constituency Session, or
40 3. It is requested by 51 percent of the churches of the Conference through their
41 church boards, or
42 4. It is voted by the Mid-America Union Executive Committee or the North
43 American Division Executive Committee.

1 **BYLAWS OF THE**
2 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**
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- 5 B. The Mid-America Union Executive Committee or North American Division
6 Executive Committee may call a special Constituency Session of the Conference,
7 with the costs for such being paid by these entities named above.
8
9 C. The agenda for special Constituency Sessions shall be included in the notice of the
10 meeting.
11
12 D. Time and place of special Constituency Sessions shall be given in the same manner
13 as for regularly-scheduled Constituency Sessions.
14

15 Section 6 – Conference Constituency Sessions will be conducted in accordance with
16 the generally accepted parliamentary procedures of the Seventh-day Adventist Church. A
17 parliamentarian shall be recommended by the Conference Executive Committee or the Mid-
18 America Union Vice President for Administration and shall be approved by the delegates
19 attending the Constituency Session.
20

21 Section 7 – All delegates must be present in person in keeping with Section 11, herein
22 at any Constituency Session in order to be eligible to vote. There shall be no voting by proxy.
23

24 Section 8 – Each delegate appointed to act on behalf of the members of this
25 Conference shall be entitled to one vote. The voting rights of the individual delegates
26 representing the members as hereinafter provided shall be limited to the particular
27 Constituency Session of the Conference in which they have been designated to represent a
28 local church, the Mid-America Union Conference, or the North American Division.
29

30 Section 9 – All officers, departmental directors, and members of the Executive
31 Committee who are not ex-officio members shall be elected by the delegates at the regular
32 Session of the Conference Constituency and shall hold their offices until the next regular
33 Session of the Constituency, unless they resign or are removed from office, for cause, by the
34 Executive Committee or a special Constituency Session.
35

36 Section 10 – Voting: The election of officers shall be by secret ballot. Voting on all
37 other matters of business shall be *viva voce* unless otherwise determined by a majority vote
38 of the delegates present.
39

40 Section 11 – Virtual Attendance at Constituency Session: Regular- and specially-
41 called Constituency Sessions are to be held in person and onsite. However, delegates, when
42 authorized by the Executive Committee and if permitted by local law, may participate by
43 means of an electronic conference or similar communications by which all persons can hear
44 each other at the same time. Participation by such means shall constitute presence in person
45 and attendance at such a meeting.
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1
2 **BYLAWS OF THE**
3 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

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5 **ARTICLE III - VOTING REPRESENTATION**

6 The voters of the Conference at regular and special Constituency Sessions shall be:

7
8 Section 1 – Regular Delegates

9
10 Such delegates as shall be duly elected by the organized churches of the Conference.
11 Each church shall be entitled to one delegate for the organization and one additional delegate
12 for each twenty-five (25) members or major fraction thereof and must hold membership in
13 the local church which accredits him/her.

14
15 Section 2 – Delegates-at-Large

- 16
17 A. All members of the Executive Committee of the Conference.
18
19 B. Officers and departmental directors of the Mid-America Union Conference.
20
21 C. All employees holding credentials/licenses issued by this Conference who are
22 invited to serve as delegates-at-large by the Executive Committee of the
23 Conference.
24
25 D. Representatives of the North American Division authorized or appointed by the
26 NAD President, not to exceed 10% of the total number of regular delegates who
27 may be present at any Constituency Session of the Conference.

28
29 **ARTICLE IV - SESSION COMMITTEES**

30 The Committees for the Conference Constituency Session shall consist of:

31
32 Section 1 – The Organizing Committee

33
34 A. Makeup of the Organizing Committee

35
36 An Organizing Committee, chaired by the Mid-America Union President or his
37 designee(s), shall select the Nominating Committee. The Organizing Committee shall be
38 constituted as follows: each church shall choose one delegate to serve on this Committee.
39 One additional delegate shall be chosen by each church of three hundred (300) or more
40 members. The delegate must be a regular delegate or delegate-at-large who holds membership
41 in the local church accrediting him/her, with the exception of a pastor of a multi-church
42 district. This pastor is allowed to represent any church in the district he is assigned, as long
43 as he only represents one church in his district.
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1 **BYLAWS OF THE**
2 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**
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5 B. Timing and Function of the Organizing Committee
6

7 The Conference shall be divided into five geographical regions by the Constitution
8 and Bylaws Committee. These regions shall be divided so that the number of members in
9 each region is as near the same as possible.
10

11 The Organizing Committee shall meet up to 30 days prior to the Conference
12 Constituency Session to select the Nominating Committee. The members of the Organizing
13 Committee can meet as a whole, virtually or in person.
14

15 Four individuals from each of the five geographical regions shall be selected to serve
16 as members of the Nominating Committee. These four individuals shall be two lay persons
17 and two denominational employees and shall be chosen from the delegates that will already
18 have been selected to attend the Conference Constituency Session.
19

20 Section 2 – The Nominating Committee
21

22 The Nominating Committee shall consist of twenty-two (22) members, with the
23 President of the Union or his representative serving as chairman. The Organizing Committee
24 shall select twenty (20) individuals, and the Conference Executive Committee shall select
25 one individual, a lay person, and with the chairman, will make up the twenty-two (22)
26 members of the Nominating Committee. No church shall have more than one (1)
27 representative on the Nominating Committee. The membership of the Committee shall
28 represent, as far as possible, the various segments of the work and the territory of the
29 Conference. The Nominating Committee may meet up to two weeks in advance of the
30 Constituency Session and on the day of the Session and shall nominate, for approval by the
31 full delegation to the Constituency Session, the Conference officers, departmental directors,
32 the Conference Executive Committee, a Constitution and Bylaws Committee, and the
33 Conference Association Board. Eighty percent (80%) of the members of the Nominating
34 Committee must be present at any meeting for the Nominating Committee to function.
35

36 Section 3 – Each regularly-scheduled Constituency Session of this Conference shall
37 elect a Constitution and Bylaws Committee. The Constitution and Bylaws Committee shall
38 include an officer of the Mid-America Union and shall be chaired by the Vice President for
39 Administration of the Iowa-Missouri Conference, or his designee.

40 This Committee shall function between regularly-scheduled sessions of the
41 Constituency and shall submit its reports and detailed recommendations to the Executive
42 Committee of the Conference and to the next regular Constituency Session.
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1
2 **BYLAWS OF THE**
3 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

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5 **ARTICLE V - EXECUTIVE COMMITTEE**

6 Section 1 – An Executive Committee shall be elected by the delegates at each
7 Constituency Session of the Conference and shall consist of twenty-five (25) members, of
8 which the President shall be chairman and the Vice President for Administration shall be
9 secretary. Additional members shall consist of the Conference Vice President for Finance,
10 the Conference Educational Director, one departmental director, (appointed by the President
11 on a rotating basis), thirteen (13) lay persons, and seven (7) district pastors. In addition, any
12 Mid-America Union officer attending a Conference Executive Committee Meeting shall be a
13 non-voting ex officio member. Any member failing to attend three (3) consecutive regularly-
14 scheduled meetings shall be replaced by the Executive Committee unless absences are
15 reasonably explained.

16
17 Section 2 – The Executive Committee of the Conference is delegated the authority to
18 act on behalf of the constituents between regular Constituency Sessions, including the power
19 to elect/terminate officers, directors of departments/services and committee members. The
20 Executive Committee shall appoint such committees including educational committees or
21 boards and shall employ such ministers, teachers, secretaries, treasurers and other persons
22 and shall bring about such distribution of its workers as may be necessary to execute its work
23 effectively.

24
25 Section 3 – The Executive Committee shall have full administrative power to:

26 A: Fill for the current term, any vacancies that may occur by death, resignation, or
27 otherwise, in its Boards, Committees, Departments, or in offices which have been filled by
28 Conference election. If a new Conference President is to be elected, the President of the Mid-
29 America Union Conference, or his designee, shall serve as chairperson of the Executive
30 Committee.

31
32 B: To grant and withdraw credentials and licenses. The withdrawal of credentials or
33 the removal of those named under Article V, Section I of these Bylaws shall require the
34 consent of two-thirds (2/3) of the members of the Executive Committee.

35
36 Section 4 – The Executive Committee may schedule regular meetings at such times
37 and places as it may select.

38
39 Section 5 – Special meetings of the Executive Committee may be called at any time
40 or place by the President or, in his absence, by the Vice President for Administration. A
41 special meeting shall also be called by the Vice President for Administration in response to
42 the written request of a majority of the members of the Executive Committee.

43
44 Section 6 – Fifty-one (51%) of the Executive Committee membership shall constitute
45 a quorum.

1
2 **BYLAWS OF THE**
3 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

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5 **ARTICLE VI – OFFICERS**

6 Section 1 – Executive Officers: The executive officers of this Conference shall be a
7 President, a Vice President for Administration who also functions as the Conference
8 Secretary, and a Vice President for Finance who also functions as the Conference Treasurer.
9 The Vice President for Administration and Vice President for Finance may be one individual.
10 It is the duty of these officers, in consultation with one another, to carry forward the work
11 according to plans, policies, and programs voted by the Constituency and/or the Conference
12 Executive Committee. These plans, policies, and programs shall be in harmony with the
13 doctrines and actions adopted and approved by the General Conference of Seventh-day
14 Adventists in its Constituency Sessions.

15
16 A – President: The President, who shall be an ordained minister of experience, is the
17 first officer and shall report to the Executive Committee of the Conference in consultation
18 with the Vice President for Administration and the Vice President for Finance. He shall act
19 as chairman of the Constituency Sessions and the Executive Committee and shall serve in the
20 general interests of the Iowa-Missouri Conference as the Constituency and the Executive
21 Committee shall determine. In his leadership he shall work in harmony with the Mid-America
22 Union Conference Committee and in close counsel with the Union officers.

23
24 B – Vice President for Administration: The Vice President for Administration,
25 associated with the President as an executive officer, shall serve under the direction of the
26 Executive Committee and shall act as vice-chairperson of the Executive Committee. The Vice
27 President for Administration shall report to the Executive Committee of the Conference after
28 consultation with the President. It shall be the duty of the Vice President for Administration
29 to keep the minutes of the Conference Constituency Sessions and of the Executive Committee
30 Meetings, to furnish copies of these minutes to all members of the Executive Committee and
31 to the officers of the Mid-America Union Conference. The Vice President for Administration
32 shall also be responsible for providing information as may be requested by the President or
33 by the Executive Committee, and shall perform such other duties as usually pertains to the
34 office.

35
36 C – Vice President for Finance: The Vice President for Finance, associated with the
37 President as an executive officer, shall serve under the direction of the Executive Committee.
38 The Vice President for Finance shall report to the Executive Committee of the Conference
39 after consultation with the President. The Vice President for Finance shall be responsible for
40 providing financial leadership to the organization which will include, but shall not be limited
41 to, receiving, safeguarding, and disbursing all funds in harmony with the guidance, approval,
42 and actions of the Executive Committee, for remitting all required funds to the
43 Union/Division/General Conference in harmony with the North American Division policy,
44 and for providing financial information to the President and to the Executive Committee. The
45 Vice President for Finance shall also be responsible for furnishing copies of the financial
46 statements to the Mid-America Union officers.

1
2 **BYLAWS OF THE**
3 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

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5 **ARTICLE VII – DEPARTMENTS AND SERVICES**

6 Section 1 – To foster different interests of the Conference, the following departments
7 and services may be maintained with a director in charge who shall be elected at the regular
8 Constituency Session of the Conference: Ministerial, Adult Ministries, Youth Ministries,
9 Hispanic Ministries, Refugee Ministries, Education, Sabbath School, Religious Liberty,
10 Stewardship, Trust Services, Health, Communication, ACS/Disaster Relief, and such other
11 departments as deemed necessary.

12
13 Section 2 – Other departments and services may be created by vote of the Conference
14 Constituency Session or at the discretion of the Conference Executive Committee.

15
16 Section 3 – The directors of the departments/services of this Conference shall work
17 under the direction of the Executive Committee, and the President and shall serve in an
18 advisory relationship to the field.

19
20 **ARTICLE VIII – FINANCE**

21 Section 1 – It shall be the duty of the churches of this Conference to adopt the tithing
22 system of the Bible.

23
24 Section 2 – The funds of this Conference shall consist of such tithe as it shall receive
25 from the churches and individuals within its territory, and such gifts, legacies, bequests,
26 devises, and other donations as may be made to it.

27
28 Section 3 – The tithe and all other funds shall be used in harmony with the financial
29 policies of the Mid-America Union Conference, the North American Division, and the
30 General Conference of Seventh-day Adventists. Donations shall be used in harmony with the
31 specifications of the donor and in compliance with government regulations.

32
33 Section 4 – The funds of the Conference shall be safeguarded in harmony with the
34 financial policies of the General Conference of Seventh-day Adventists. Monies shall be
35 deposited in the name of the Iowa-Missouri Conference of Seventh-day Adventists in regular
36 or special accounts in such banks or other financial institutions as the Executive Committee
37 shall designate and shall be withdrawn only by persons authorized by resolutions of the
38 Executive Committee.

39
40 Section 5 – Financial Statements: The Iowa-Missouri Conference shall prepare timely
41 appropriate statements of income and fund balances and shall be responsible for the filing of
42 any financial information directly with the Mid-America Union and the North American
43 Division of the General Conference of Seventh-day Adventists, and, to the extent required by
44 law, with any branch of local or national government.

1
2 **BYLAWS OF THE**
3 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**
4

5 Section 6 – It shall be the duty of each church treasurer to submit all church financial
6 records for audit to the Conference auditor and to submit a written monthly report of church
7 finances to the Conference Vice President for Finance. This report shall include the
8 following:

9
10 A: An accurate accounting for all receipts of tithe and offerings.

11
12 B: The remittance of all Conference funds to the office of the Conference Vice
13 President for Finance.

14
15 Section 7 – The Executive Committee is authorized to call for such donations as the
16 needs of the denomination may demand.

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18
19 **ARTICLE IX - BUDGET, SALARY REVIEW, AND AUDIT**

20 Section 1 – The Iowa-Missouri Conference Vice President for Finance shall prepare
21 an annual budget for approval by the Conference Executive Committee in harmony with the
22 policies of the North American Division of the General Conference of Seventh-day
23 Adventists.

24
25 Section 2 – An Employee Remuneration Committee voted by the Executive
26 Committee shall review annually the salary and expense of all the employees and recommend
27 salary rates for the subsequent year to the Executive Committee.

28
29 Section 3 – All accounting records of this Conference shall be audited at least
30 annually by an auditor designated by the General Conference Auditing Service; and the
31 records of this Conference or any of its subsidiaries, agencies, or institutions shall at all times
32 be open to said auditor.

33
34
35 **ARTICLE X - CONFERENCE CHURCH**

36 Section 1 – The Conference Church shall be composed of believers in good and
37 regular standing, who are not members elsewhere.

38
39 Section 2 – The President of the Conference shall be elder of the Conference Church,
40 and the Vice President for Administration of the Conference shall be clerk of the Conference
41 Church, and the Vice President for Finance of the Conference shall be Treasurer of the
42 Conference Church. The Executive Committee of the Conference shall be authorized to
43 transact the business of the Conference Church.

1
2 **BYLAWS OF THE**
3 **IOWA-MISSOURI CONFERENCE OF SEVENTH-DAY ADVENTISTS**

4
5 **ARTICLE XI - AMENDMENTS**

6 The Bylaws of this Conference may be amended, revised, and repealed at any duly
7 called Conference Constituency Session by two-thirds (2/3) vote of the delegates present and
8 voting. If it is proposed to amend the Articles or Bylaws at any specially called Constituency
9 Session, notice of such proposed amendments shall be given specifically in conjunction with
10 the publication of notice for such a meeting.

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13 **ARTICLE XII - INDEMNIFICATION**

14 Section 1 – To the extent permitted by law, this Conference shall indemnify any
15 person who was or is a party or is threatened to be made a party to any threatened, pending,
16 or completed action, suit, or proceeding, whether civil, criminal, administrative, or
17 investigative, because he/she is or was a member of the Conference Executive Committee or
18 an officer, employee, or agent of the Conference. Indemnification shall include expenses
19 (including legal fees), judgements, fines, and amounts paid in settlement actually and
20 reasonably incurred by him/her in connection with such action, suit, or proceeding, if he/she
21 acted in good faith and in a manner he/she reasonably believe to be in or not opposed to the
22 best interests of the Conference, and, with respect to any criminal action or proceeding, had
23 no reasonable cause to believe his/her conduct was unlawful.

24
25 Section 2 – This right of indemnification shall be in addition to, and not exclusive of,
26 all other rights to which such member of the Executive Committee, or an officer or
27 department director may be entitled.