

The membership shall hold annual meetings on the 1<sup>st</sup> Sunday in the month of December each year at the principal office of the Corporation, or at such other place as may be determined by the Board of Directors. If such date is a legal holiday, then the meeting shall be held on the next succeeding Sunday not a legal holiday. The date, time and place shall be set by the Board of Directors. Notice of such meeting shall be given to all members, officers, and directors by POSTING at the church at least thirty (30) days prior to the date of the meeting. An agenda for such meeting shall be included in such notice.

#### Section 2: Special Meetings.

Special meetings of the members maybe called at anytime by the President or Vice President, or by any two (2) members of the Board of Directors. Such meeting must be called by the President or Vice President upon the receipt of the written request of one- third of the members. Written notice of such meeting stating the time, place and purposes thereof shall be served by mail upon each member of the organization not less than ten (10) nor more than fifteen (15) days before such meeting, at his or her last known address.

#### Section 3: Quorum

At any meeting of members, the presence of a majority of the members entitled to vote in person or by proxy shall be necessary to constitute a quorum for all purposes, and the act of a majority of those members present at which there is a quorum shall be the act of the entire membership, except as may be otherwise provided for by statute or by the charter of the organization. In the absence of a quorum, or when a quorum is present, a meeting may be adjourned by the vote of a majority of the members present in person or by proxy without the notice other than by announcement at the meeting and without further notice to the absent members. At any adjourned meeting at which quorum shall be present, and business may be transacted which might have been transacted at the meeting as originally notified.

#### Section 4: Voting Rights

- (a) At every meeting of members, each member entitled to vote, shall be entitled to vote in person or by proxy duly appointed in writing which bears a date no more than eleven (11) months prior to such meeting unless such proxy provides for a longer period. The vote for directors and, upon the demand of any member, on any question before the meeting, shall be by ballot. All elections and all questions to be decided at such meeting shall be by majority vote of the members present and entitled to vote. The election of directors shall be by ballot in addition to any other issue, when deemed necessary by the President or Vice President.

#### Section 5: Order of Business

The order of business at membership meetings shall be as follows:

- A. Calling the role of members
- B. Proof of notice of meeting or waiver of notice submitted
- C. Reading of Minutes of previous meeting
- D. Reports of officers
- E. Reports of committees
- F. Election of Board of Directors and new members
- G. Unfunished business