

**BY LAWS**  
**Of the**  
**PENNYRILE EMMAUS COMMUNITY INC.**

**ARTICLE I. NAME**

The name of this community shall be The Pennyrile Emmaus Community Inc., herein after referred to as the **Community**.

**ARTICLE II. PURPOSE**

Section 1. The object of the Community shall be to inspire, challenge, and equip church members for Christian action, in their homes, churches, places of work, and the world community through the Emmaus experience.

Section 2. The Community is affiliated with the International Emmaus Program of the Upper Room, Nashville, Tennessee.

**ARTICLE III. MEMBERSHIP**

Section 1. All persons who have completed a weekend experience of the Walk to Emmaus sponsored by the Pennyrile Area Emmaus Community shall be members of the Community.

Section 2. All persons who have completed a Fourth Day weekend may become members by participating in the activities of the Pennyrile Community and asking the Secretary or Registrar of the Community to include their names in the mailing list and electronic communication.

**ARTICLE IV. BOARD OF DIRECTORS**

Section 1. Purpose

Direction of the Community shall be vested in a Board of Directors who govern the local Emmaus Movement and Walk to Emmaus.

Section 2. Composition

The Board will consist of three classes of five members, a new class being elected each year, and the older class rotating off. There will be a clergy person in each class.

The Community elects the Board by voting each year on members of a new class from among the nominees selected by a nominating committee and approved by the Board. Voting is to be done through mail ballot in the newsletter. The Board is a working Board and as such each member serving on the Board serves as chairperson of one of the committees needed to support the Walks and follow-up.

Section 3. Terms in Office

- a) Persons on the Board shall be elected by the Community in three year (3) terms. Nomination procedures will be prescribed in writing as a standing rule by the Board. Election shall be determined by a majority or plurality of votes actually cast.
- b) Board Members cannot succeed themselves in consecutive terms.
- c) Terms of office shall begin January 1 and shall end December 31 except of officers who shall serve until election of new officers in January as provided in Section 5.

Section 4. Officers

Officers shall be the Community Lay Director (Chairperson), Community Assistant Lay Director (Vice-Chairperson), Secretary, and Treasurer/Registrar and in case of absences with chair meetings in this order. The Community Assistant Lay Director must be eligible to serve an additional term on the Board and can serve as the Community Lay Director if elected to that position. Officers can accept responsibility of a work Area in addition to an elected position on the Board.

Section 5. Election of Officers

Officers shall be elected annually by the Board of Directors at the January meeting for a one-year term of office effective with the close of the January meeting.

Section 6. Meetings

The Board shall meet monthly in regular meetings unless otherwise ordered by a two-thirds (2/3) vote of the Board in a regular meeting. Board approval one month prior would be needed to cancel a regular meeting which occurs during a Candlelight month.

Section 7. Quorum

Eight (8) members of the Board of Directors present at a duly called meeting shall constitute a quorum.

Section 8. Spiritual Director

The Spiritual Director of the Community shall be selected by the Board of Directors annually. The selection of the Spiritual Director shall precede the regular Board elections by the Community and coincide with the nomination process. Term of office shall begin January 1.

Section 9. Past Lay Director

The immediate past Lay Director of the Board shall serve on the Board one (1) additional year or the normal term of class, whichever is longer.

Section 10. Removal of Community Lay Director or Community Spiritual Director

The Community Lay Director or the Spiritual Director may be replaced during the term by eight (8) affirmative votes plus ratification by the International Spiritual Director of the Walk to Emmaus, who shall not be a voting member of the Board for purposes of removing the Community Lay Director or Spiritual Director.

If a Board member is elected (by the board) to serve as the Community Lay Director and has already served their third year on the board, they would be allowed to serve an additional year as the Community Lay Director and the following year as ex officio.

Section 11. Special Meetings

Special Board meetings may be called by the Lay Director upon own initiative or when requested in writing by eight (8) members of the Board.

Section 12. Vacancies on the Board

The Board may elect persons to fill vacancies until the next regular election. Such persons are eligible for election by the Community at such regular meetings.

**ARTICLE V. COMMITTEES**

Section 1. The Board of Directors shall name Board members to chair the following committees:

Agape, Facilities/Housing, Gatherings, Kitchen/Snack Agape, Literature, Music/Entertainment, Newsletter, Prayer, Reunion Groups, Sponsors Hour/Candlelight, Registrar, Storage/Inventory, Team Selection and Chrysalis. Chrysalis is to be a standing committee of the Pennyrile Emmaus Board. A liaison for Chrysalis should be in attendance at regular PEC Board meetings.

Section 2. The Lay Director of the Board will be an ex-officio member of all standing committees and will have voice and voting privileges.

## **ARTICLE VI. WALK TO EMMAUS**

### Section 1. Covenant with the Upper Room, Walk to Emmaus, Nashville TN

The community shall follow the guidelines of The Upper Room Walk to Emmaus program in the formation of the three-day (72 hour) experiences "Walk to Emmaus." The guidelines are attached hereto.

### Section 2. Responsibility of the Board of Directors

The Board of Directors shall have general oversight in all matters relating to the local Walk to Emmaus Community.

### Section 3. Selection of the Lay Director for a Walk to Emmaus

The Board of Directors shall choose a Lay Director for each Community Walk to Emmaus weekend.

### Section 4. Selection of the Spiritual Director for a Walk to Emmaus

The Community Spiritual Director after consultation with the Board will select the Spiritual Director for each Walk to Emmaus. The Spiritual Director may select Assistant Spiritual Directors from outside the Pennyrile Emmaus Community.

### Section 5. Team Selection Committee

The Team Selection Committee is chaired by the Team Selection/Nominations Chairperson. The Committee shall consist of the Chairperson, who is the past Community Lay Director, the Community Spiritual Director, the Community Lay Director, the Lay Directors of the immediate past Men's and Women's walks and two Board members. Teams to be chosen or placed 4 months prior to the walks. Team Selection to be voted on by the Board 4 months prior to the walk.

### Section 6. Selection Criteria

- 1.) Spiritual Director – Must have served on a previous team, ideally as an Assistant in-house Spiritual Director. Should have given a minimum of two of the five clergy talks other than the Emmaus Means of Grace talk or the Chrysalis God's Gifts to You talk.
- 2.) Lay Director – They must have served as Assistant Lay Director twice.
- 3.) Assistant Lay Director – Should have served as in a behind the scenes support role, should have experience as a table leader and/or Assistant Table Leader, have given a minimum of two different talks, and have potential as a weekend Lay Director.

- 4.) Table Leader – Should have previous team experience, preferably as an assistant table leader. Should have a proven ability to lead a group. Needs to be persons who understands Emmaus and who can listen and empathize, guide discussion, and foster the development of the table families.
- 5.) Assistant Table Leaders – As a general rule, will either have been a Table Leader or will have served on a Team.
- 6.) Music Leader – Sufficient team experience to know the place of music in the weekend and to have served as an assistant music leader on a previous team.
- 7.) Variations – Any variation to the above must be approved by the Board of Directors.

#### **ARTICLE VII. AMENDMENTS**

Proposed amendments may be presented to the Board by any member of the Board one (1) month in advance for consideration by the Board. If the amendments are voted in the affirmative by three-fourths (3/4) vote they will be circulated to the membership by the Community Newsletter and if no petitions signed by at least twenty-five (25) Community members objecting to the new amendments are received, the amendments will be considered adopted. Any objections must be received within sixty (60) days of the mailing of the notification. If an objection petition is received the amendment will be considered voided. If the Board then wishes to submit the amendment to the entire Community for a vote it may do so. A majority or plurality of votes cast by the membership will decide the matter.

#### **ARTICLE VIII. RATIFICATION**

The By Laws are to take effect immediately upon certification by the Board that a majority of the mail ballot of the Community approves them.