

BY-LAWS OF
CHRISTIANS ENCOUNTER CHRIST, INC.

(As amended in the regular meetings of Leadership Council on September 20, 2009)

GENERAL PURPOSES

Christians Encounter Christ, Inc. (hereinafter referred to as Christians Encounter Christ) is a nonprofit corporation under the Nebraska Nonprofit Corporation Act. Its particular purposes are set forth in its Articles of Incorporation. Such purposes are exclusively charitable. Christians Encounter Christ shall not be conducted for profit or gain, and no part of its net earnings shall inure to the benefit of any individual, firm or corporation. The corporation shall have perpetual existence. The corporation is based in Omaha, Nebraska and is organized and shall be operated exclusively for religious, charitable, and educational purposes, and shall have as its specific purposes the following:

- A. To recruit and enlist members who will participate in Christians Encounter Christ weekends and thereafter share together in various ways: prayer, Christian study, apostolic action, moment closest to Christ, and apostolic successes and failures.
- B. To carry out the purposes and aims of the Archdiocesan Secretariat to the best of our ability.
- C. To improve the community awareness of the importance of Christian example and living.
- D. To maintain proper organization for carrying out the business of Christians Encounter Christ.
- E. To do, within the limits of the law, all things necessary, proper, incidental, suitable, useful and conducive to the complete accomplishment of the foregoing purposes.
- F. To have the specific power to hold property of any nature in trust for itself or for the carrying out of any purpose incidental to its powers.

II. MEMBERSHIP IN CHRISTIANS ENCOUNTER CHRIST

Membership in Christians Encounter Christ shall consist of 4th Day members who participate in the Christians Encounter Christ movement within the southeastern part of the Archdiocese of Omaha. A 4th Day member is any person who has made a Christians Encounter Christ or Cursillo weekend. A 4th Day member is entitled to vote for the election of officers at the annual meeting.

III. GOVERNING PRINCIPLES

- A. Governing Body:
The property and affairs of Christians Encounter Christ shall be managed and controlled by a Board of Directors, herein referred to as Omaha Area Leadership Council. (Also referred hereinafter as Leadership Council or OALC).
- B. Leadership Council membership is comprised of the elected officers, committee chairpersons, Ultreya representatives and committed members.
- C. Committed membership is defined as members of the 4th Day community who verbally state to the Leadership Council their commitment to attend Leadership Council meetings on a regular, consistent basis for a one year period and who renew this commitment at the beginning of each year.
- D. Quorum: A minimum of 50% +1 Leadership Council members with voting privilege, as outlined herein, shall constitute a quorum and all questions shall be decided by a majority vote of the quorum present.
- E. Minutes - Minutes of the Leadership Council meetings shall be written and shall be filed by the Secretary.
- F. Term of Membership:
 - 1. Ultreya representatives will be representatives of their respective ultreya for a 1-year term that is renewable once, an additional term are acceptable with OALC approval.
 - 2. There is no limit on the length of time a person can be a committed member. The important requirement is committed attendance and a desire to work within the Leadership Council and effectively represent the needs of the 4th Day community.

IV. LEADERSHIP COUNCIL RESPONSIBILITIES

In addition to the general purposes of Christians Encounter Christ, the Leadership Council shall have, among others, the following responsibilities:

- A. Direct the Christians Encounter Christ movement for weekends held in Omaha.
- B. Develop new leaders for the movement.
- C. Provide for each of the three committees of the movement: Pre-CEC Committee, CEC Committee, and Post-CEC Committee.
- D. Assist in the implementation of the three CEC Committees of the movement.
- E. Select qualified people for the position of coordinator, assistant coordinator and spiritual director for each weekend.
- F. Ensure that effort is made to conduct and finance viable and effective weekends.
- G. Help to establish and sustain Group Reunions.
- H. Help to establish and sustain Ultreyas.
- I. Provide a means of communication with the 4th Day community.
- J. Participate with another Leadership Council in a Secretariat to support the accomplishment of the Christians Encounter Christ movement within the Archdiocese of Omaha; and, to ensure that any policies which are established by the Secretariat are implemented.

V. LEADERSHIP COUNCIL VOTING PRIVILEGES

- A. Leadership Council voting privileges are limited to officers, chairpersons, Ultreya representatives and committed members.
- B. New committed members shall have voting privileges beginning with their third(3) consecutive leadership council meeting.

VI. OFFICERS

- A. There shall be four officers: President, Vice President, Secretary and Treasurer.
- B. Term of each office shall be 1 year beginning December 1st and ending November 30th.
- C. The Secretary and Treasurer may succeed in the same position one time.
- D. After election to the Presidency, the person cannot be elected to an officer position for 2 years. The person can be a committed member.
- E. All officers shall strive to meet the following requirements:
 1. Attend eight (8) Leadership Council meetings per year.
 2. Attend the Secretariat meetings.
 3. Be willing to serve as an officer of the Secretariat.
 4. Grouping on a regular basis (twice (2) per month).
 5. Attending Ultreyas a minimum of six (6) times per year.
- F. The office of President and Vice-President requires that the individuals meet the following additional requirements:
 1. Must have been a coordinator on a Christians Encounter Christ weekend.
 2. Vice-President must have been active in Leadership Council for a year preceding their succession the office of President.
 3. The Outgoing President will serve on the OALC as Counsel to the newly elected President for one year after completion of their term of office. As Counsel, the former President is willing to assume the duties of the current President if he/she is unable to complete their term of office.
 4. The Vice-President will be the President-Elect and will become the President the following year after being active in the Leadership Council and working closely with the current President.
- G. The office of Secretary requires that the individual meet the following additional requirements:
 1. Be member of the Christians Encounter Christ movement for one year.
 2. Have worked one Christians Encounter Christ weekend.
- H. The office of Treasurer requires that the individual meet the following additional requirements:

1. Be member of the Christians Encounter Christ movement for one year.
 2. Have worked one Christians Encounter Christ weekend.
- I. The President of the Leadership Council shall assume the following duties:
1. Prepare a written agenda for and preside over Leadership Council meetings.
 2. Serve on the Secretariat.
 3. Serve as chair of the nominating committee.
 4. Provide an annual report to the Archbishop of the Omaha Archdiocese and the 4th Day Community.
 5. Co-sign the rental agreement for the weekend facility as necessary.
 6. Officially contact the individuals recommended to be coordinators of the upcoming weekends.
 7. Consult with the other officers on decisions needing to be made between the Leadership Council meetings.
 8. Contribute to the newsletter as appropriate.
- J. The Vice-President of the Leadership Council shall assume the following duties:
1. Assume the duties of the president when temporarily absent.
 2. Serve on the Secretariat.
 3. Serve as a member of the nominating committee.
 4. Serve as a member of the CEC Committee.
- K. The Secretary of the Leadership Council shall assume the following duties:
1. Record and timely distribute informative minutes of the Leadership Council meetings.
 2. Maintain current mailing list of Leadership Council members.
 3. Identify when members of the Leadership Council have voting privileges and maintain a list of those eligible to vote at meetings.
 4. Provide needed Leadership Council correspondence.
 5. Serve on the Secretariat.
- L. The Treasurer of the Leadership Council shall assume the following duties:
1. Maintain financial records of all monies of the Leadership Council.
 2. Maintain and distribute profit and loss statements on each weekend.
 3. Make needed disbursements as directed. Require and retain supporting documentation for all disbursements.
 4. Prepare an annual budget and a projected weekend budgets.
 5. Distribute a written financial report at each Leadership Council meeting. Submit a listing of all ordinary disbursements made since last meeting for approval. Submit disbursements over \$500 for prior approval.
 6. Prepare for an annual review of the financial statements by two Leadership Council members.
 7. Ensure annual income tax returns are prepared as appropriate.
 8. Ensure the Omaha Leadership Council maintains a non-profit charitable tax exempt status according to IRS guidelines.
 9. Co-sign the rental agreement for the weekend facility as necessary.
 10. Serve on the Secretariat.

VII. MEMBER-AT-LARGE

- A. There shall be a Member-at-Large.
- B. The Member-at-Large shall strive to meet the following requirements:
1. Attend eight (8) Leadership Council meetings per year.
 2. Attend the Secretariat meetings.
 3. Be willing to serve as an officer of the Secretariat.
 4. Grouping on a regular basis (twice (2) per month).
 5. Attending Ultreyas a minimum of six (6) times a year.
- C. If a member of Leadership Council is elected to a multi-year term on the Secretariat, the individual, if not elected to another position going to Secretariat meetings, would be designated as the member-at-large. If this situation does not occur, the Leadership Council shall appoint a member of the Leadership Council as the member-at-large.
- D. The term shall be for 1 year beginning December 1st and ending November 30th.

VIII. STANDING COMMITTEES

- A. There shall be three standing committees: Pre-CEC Committee, CEC Committee, and Post-CEC Committee.
- B. The duties and functions of the Pre-CEC Committee are:
1. Educate the community as to candidate selection and preparation (sponsor responsibility).
 2. Contribute to the newsletter.
 3. Provide Pre-CEC Committee input to educational workshop as needed.
 4. Review and recommend candidate guidelines to Secretariat.
 5. Periodically review registration materials.
 6. The Registrar shall be a member of this committee. The Registrar shall be a former coordinator, shall handle weekend registrations, and provide the community and the weekend coordinators a timely list of candidates. The Registrar cannot be the chairperson of this committee.
7. Is responsible for adding or other alteration to the web site of regular CEC information. Any other additions must be approved by the OALC.
- C. The duties and functions of the CEC Committee are:
1. Review, update and prioritize lists of qualified coordinators and assistant coordinators and submit to the President of the Leadership Council to extend the invitation to those who are recommended as coordinators.
 2. To maintain a database to insure continued progression of leaders within the movement, this committee shall review and update lists of potential team members needing to work certain positions and submit lists to the coordinators.
 3. Contribute to the newsletter.
 4. The supply person shall be a member of this committee and shall purchase, inventory and maintain all supplies needed for the weekends. The supply person cannot be the chair of this committee.
 5. Maintain book table concept for weekend purposes.
 6. Periodically review and recommend as necessary changes to the Coordinator's manual for Secretariat consideration.
 7. Educate the 4th Day community about guidelines for team selection.
 8. Ensure the rental facility is cleaned at the conclusion of the weekend on Sunday night.
 9. Work with the OALC Spiritual Director to obtain the weekend spiritual director and priest speakers as necessary
 10. Nurture relationships with priests and seminarians.
 11. Assist with educational workshops.
 12. Send out Letters to the coordinators of the upcoming weekends.
- D. The duties and functions of the Post-CEC Committee are:
1. Help to establish and sustain Ultreya centers.
 2. Assist in identifying possible Ultreya representatives.
 3. Follow-up with new 4th Dayers and encourage their Ultreya attendance.
 4. Help to establish and sustain group reunions.
 5. Assist with educational workshops.
 6. Contribute to the newsletter.
 7. Coordinate fund-raising and social events.
 8. Coordinate 4th Day masses.
 9. Periodically review and recommend as necessary changes to the witness talks at the closing.
 10. Promote and ensure the maintenance of a prayer line.
 11. Coordinate the parish representative system.
 12. Educate the community about the 4th Day.
 13. A mailing list shall be maintained to keep a current listing of the 4th Day membership.
 14. Establish guidelines for the newsletter, consult with the editor to ensure the timely frequent publication of a newsletter to the 4th Day community. The editor of the newsletter is a member of this committee.
 15. The editor shall submit the newsletter to the President and Vice-President for approval prior to release to the community
- E. Requirements to be a committee member:
1. A member of the 4th Day community grouping regularly (twice per month) and attend Ultreyas a minimum of 6

times per year.

2. Members need to actively support the work of the committees as needed.
3. Members need not attend Leadership Council meetings.

F. Requirements to be a chairperson:

1. Attend Ultreyas a minimum of 6 times per year and be grouping on a regular basis.
2. Attend Secretariat meetings, Leadership Council meetings and be a member of the nominating committee.

G. Terms for chairpersons:

1. The term shall be for 1 year beginning December 1st and ending November 30th.
2. Individuals can succeed themselves 2 times (max of 3 years) if elected.

H. The duties of the chairs are:

1. Call a minimum of 4 committee meetings per year.
2. Prepare a written agenda for and preside over the committee meetings.
3. Provide reports of committee activities to the Leadership Council as needed.
4. Ensure the duties and functions of the committees are carried out.

I. Committee sizes:

1. The chair plus a minimum of four (4) others with a maximum of seven (7).
2. Each committee can establish temporary sub-committees for specific delegated activities.

IX. NOMINATING COMMITTEE

A. Members of the nominating committee are:

1. President (chairperson of nominating committee).
2. Vice-President.
3. Pre-CEC Committee chairperson
4. CEC Committee chairperson.
5. Post-CEC Committee chairperson.

B. The duties of the nominating committee are:

1. Nominate candidates and accept the nomination of candidates from the 4th Day community.
2. Review credentials of people nominated during the annual 30-day nominating period.
3. Cultivate 4th Day members for potential leadership positions within the movement to ensure progression and regenerative.
4. Ensure biographical information on each person nominated is collected, publicized and made available to the 4th Day voters.
5. Conduct the annual election.
6. Establish a process for absentee ballots at the annual meeting.

X. ANNUAL MEETING AND ELECTION OF OFFICERS

- A. There shall be an annual meeting and election consistent with the policy guidelines as established and amended.
- B. The list of candidates and the date of the annual meeting and election shall be published and communicated to the 4th Day community.
- C. The Leadership Council shall be responsible for conducting the annual meeting.
- D. The nominating committee shall be responsible for conducting the annual election.
- E. Officers shall be elected by the 4th Day members at the annual meeting.
- F. Each 4th Day member shall be entitled to one vote at the Christians Encounter Christ annual meeting for the election of officers, and may vote either in person or by absentee ballot. Voting via absentee ballots shall be consistent with the guidelines and policies established by the nominating committee and approved by the Leadership Council.
- G. The Committee chairs shall be elected by the Leadership Council.
- H. The voting for officers and committee chairs shall be by secret ballot.
- I. Candidates receiving a simple majority of the votes cast shall be elected. In the event of a tie, a runoff election shall be held.

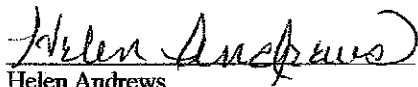
- J. The Ultreya representatives shall be selected by their respective Ultreyas according to the procedures each Ultreya utilizes.
- K. The newly elected officers and chairs shall appoint the registrar, the supply person, the data base person, the mail list person, the newspaper editor and Ultreya auditor for a one year term with the potential for reappointment as appropriate.

XI. BY-LAWS AMENDMENTS

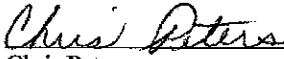
- A. At any meeting of the Leadership Council these By-Laws may be altered, amended or repealed by a two-thirds majority vote of the members of the Leadership Council with voting privileges, as outlined above, provided the notice of the meeting sets forth the proposed alteration, amendment, or repeal.
- B. Notice of such meeting shall be served personally, or by mail, or e-mail to all members of the Leadership Council entitled to vote, not less than twenty (20) days before such meeting.
- C. Changes in the bylaws may be proposed by recommendation of the Spiritual Director, officers, chairs, Ultreya reps, committed members of the Leadership Council, or upon recommendation in writing of any 20 members of the 4th Day community.

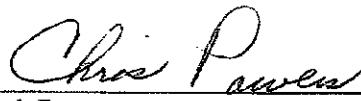
In witness whereof these By-Laws of Christians Encounter Christ have been enacted at a regular meeting of the Leadership Council held at Mary Our Queen Catholic Church, 3405 S 118th Street, Omaha, Nebraska, on September 20, 2009

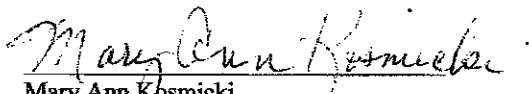
By


Helen Andrews
President of Leadership Council

ATTEST:


Chris Peters
Vice-President of Leadership Council


Chris Powers
Secretary of Leadership Council


Mary Ann Kosmicki
Treasurer of Leadership Council

: