



City of Costa Mesa, Treasury Management Division

30

APPLICATION FOR FIREWORKS PERMIT

Phone: (714) 754-5235

THIS DOCUMENT IS CONSIDERED A PUBLIC RECORD SUBJECT TO DISCLOSURE UNDER THE PUBLIC RECORDS REQUEST ACT.

PLEASE PRINT OR TYPE

ORGANIZATION:

Name: Light House Church Youth

Permit #: _____

Mailing Address: 29957 Cool Meadow Dr Menifee CA 92584

Date Organized: 1948

Principal and Permanent Meeting Place: 1885 ANAHEIM AVE COSTA MESA CA 92627

OFFICERS:

Name: MARTIN CHARTIER Home Address: 29957 COOL MEADOW DR. MENIFEE CA

Name: _____ Home Address: _____

Location of Fireworks Stand: 2150 HARBOR BLVD

State Sales Tax Permit No.: 102-926120 State Fire Marshal's License No.: w001802

Wholesaler or Distributor from whom the retailer proposes to purchase fireworks for sale:

Name: PHANTOM FIREWORKS

Address: 2023 CHICAGO AVE B13, RIVERSIDE, CA 92507

The manner, method and times; and how applicant proposes to sell "safe and sane" fireworks:

6/30 THRU 7/3 10AM TO 10 PM

7/4 9AM TO 9PM IN APPROVED BOOTH

Responsible adult who will deal with City in all matters for this permit:

Name: MARTIN CHARTIER Phone: 951-704-6174

Address: 29957 COOL MEADOW DR, MENIFEE CA 92584

Email: MARTIN.CHARTIER@IHSSCA.NET

I declare under penalty of perjury that, this organization is a bona fide non-profit organization, as recognized by the State of California that was formed to benefit the youth and students of the City of Costa Mesa, with its principal and permanent meeting place within the City of Costa Mesa. Permit applicants may be asked by the Director of Finance to submit information to verify statements made on the application form. ANY APPLICANT WHO IS UNABLE TO VERIFY SUCH STATEMENTS MAY BE DISQUALIFIED FROM OBTAINING A PERMIT.

Authorized Signature: [Signature]

Date: 5/26/16

Title: _____

FOR TREASURY MANAGEMENT DIVISION USE ONLY

Date Received: _____

Receipt Number: _____

Public liability and property insurance certificate required in a minimum amount of \$1,000,000 combined single limit, naming the City of Costa Mesa as additional insured.

Policy Number: _____

**City of Costa Mesa, Treasury Management Division
FIREWORK STAND APPLICATION REQUIREMENTS**

The Costa Mesa Municipal Code contains regulations governing the issuance of fireworks permits and the discharge of fireworks. These regulations are found in Sections 9-179 through 9-190. The City Council has also adopted Council Policy 400-2 (revised 02/19/13), which imposes additional regulations governing the sale and discharge of fireworks (copy attached).

Applications must be filed before **June 1** of the calendar year for which permit is sought. The following requirements must also be met:

SCHOOL APPLICANTS

1. High School applicants must attach a letter from the school's Principal certifying the applicant is a recognized organization supporting school activities and must certify that the organization is a tax exempt charity or non-profit organization under state and federal law in good standing or approved Newport Mesa Unified School District entity under direct control of the school.
2. Copy of temporary Seller's Permit from the State Board of Equalization
3. Copy of State Fire Marshal Retail Fireworks License
4. Original insurance certification naming the City of Costa Mesa as additional insured
5. Copy of site plan which must be approved by Building & Safety, Traffic Engineering and the Fire Department

NON-SCHOOL APPLICANTS

1. Copy of Articles of Incorporation (including amendments)
2. Copy of By-Laws
3. Current roster of officers/directors which includes name, address, and telephone number
4. Current roster of members which includes name, address, and age
5. Copies of tax exempt status from the Internal Revenue Service and the State Franchise Tax Board
6. Copy of temporary Seller's Permit from the State Board of Equalization
7. Copy of State Fire Marshal Retail Fireworks License
8. Original insurance certification naming the City of Costa Mesa as additional insured
9. Copy of site plan which must be approved by Building & Safety, Traffic Engineering and the Fire Department

FIRE DEPARTMENT (714) 327-7400: Each Fireworks Stand will be inspected for fire-safe conditions during the time of occupancy, and a final inspection will be conducted in order to release the deposit for clean-up. Fireworks Stands are to be cleaned up before midnight of July 7th.

BUILDING & SAFETY DIVISION (714) 754-5273: An Electrical Permit must be obtained from the City of Costa Mesa prior to the performance of any electrical work.

TRAFFIC ENGINEERING (714) 754-5323: Site plan must be approved in relation to possible interruption of traffic.

APPROVED

Fire Department:

Date:

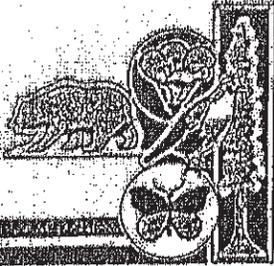
Building & Safety:

Date: 5-31-16

Transportation Svcs:

Date: 5-31-16

A388005



State
of
California

OFFICE OF THE SECRETARY OF STATE

CORPORATION DIVISION

I, *MARCH FONG EU*, Secretary of State of the State of California, hereby certify:

That the annexed transcript has been compared with the corporate record on file in this office, of which it purports to be a copy, and that same is full, true and correct.

IN WITNESS WHEREOF, I execute
this certificate and affix the Great
Seal of the State of California this

JUN 6 1990



March Fong Eu

Secretary of State



First Church of the Nazarene

3119 Hamner Avenue, P.O. Box 216, Norco, California 91760

October 7, 1980

FORSE
FILED
IN the office of the Secretary of State
of the State of California
OCT 14 1980
By JAMES E. HARRIS
Deputy Secretary of State

Rev. Stephen J. Pettis and P. Pamela Smither certify that:

1. They are the president and secretary, respectively of First Church of the Nazarene of Norco, a California Corporation.
2. Resolved: That the articles of incorporation of this corporation shall be amended to add a new Article as follows:

Article VII

This corporation is organized as a local church with the approval of the Southern California District Advisory Board acting with authority granted by the General Church of the Nazarene.

This corporation irrevocably adopts as its bylaws the Manual of Church of the Nazarene as it is presently constituted or as hereafter amended from time to time by the General Assembly of the Church of the Nazarene.

This corporation shall be dissolved or disorganized upon action and formal announcement by the Board of General Superintendents of the Church of the Nazarene.

In the event this corporation dissolves or becomes disorganized as a church no property of this corporation may in any way be diverted from the use of the Church of the Nazarene but title shall pass to the District Advisory Board supervising said corporation, or other authorized agent, for the use of the Church of the Nazarene at large through the General Board of the Church of the Nazarene.

3. The foregoing amendment of articles of incorporation has been duly approved by the board of directors.

4. The foregoing amendment of articles of incorporation has been duly approved by the required vote of members.

Rev. Stephen J. Pettis, President

P. Pamela Smither, Secretary

The undersigned declare under penalty of perjury that the matters set forth in the foregoing certificate are true of their own knowledge.

Executed at Norco, California on October 7, 1980

Rev. Stephen J. Pettis

P. Pamela Smither

PART VIII

Bylaws/Charter/ Constitution

NAZARENE MISSIONS INTERNATIONAL

NAZARENE YOUTH INTERNATIONAL

SUNDAY SCHOOL AND DISCIPLESHIP
MINISTRIES INTERNATIONAL



CHAPTER I

810. NAZARENE YOUTH INTERNATIONAL
CHARTER

"Don't let anyone look down on you because you are young, but set an example for the believers in speech, in life, in love, in faith, and in purity." 1 Timothy 4:12

810.1 Our Mission

The mission of Nazarene Youth International is to call our generation to a dynamic life in Christ.

810.2 Our Members

Membership in Nazarene Youth International includes all persons participating in Nazarene youth ministry who choose to embrace our stated vision and values.

810.3 Our Vision

The Church of the Nazarene believes that young people are an integral part of the Church. Nazarene Youth International exists to lead young people into a lifelong relationship with Jesus Christ and to facilitate their growth as disciples for Christian service.

810.4 Our Values

1. We value *Young People* . . . significant in the kingdom of God.
2. We value the *Bible* . . . God's unchanging truth for our lives.
3. We value *Prayer* . . . vital interactive communication with our heavenly father.
4. We value the *Church* . . . a global holiness community of faith, diverse in culture but one in Christ.
5. We value *Worship* . . . life-changing encounters with an intimate God.
6. We value *Discipleship* . . . a lifestyle of becoming like Christ.

7. We value *Community* . . . building relationships that help bind us together and to God.
8. We value *Ministry* . . . extending God's grace to our world.
9. We value *Witness* . . . sharing God's love in word and deed.
10. We value *Holiness* . . . a work of grace whereby God, through the working of His Holy Spirit, enables us to live a life representing Christ in who we are and in everything we do.

These values are important dimensions of the holy life and are to be reflected in the life and ministry of NYI at every level of the church. (Please refer to the Articles of Faith in the Manual of the Church of the Nazarene for more information on these values.) In reflecting these values, we acknowledge the following Guiding Principles.

810.5 Our Guiding Principles

1. *NYI exists for youth.*

Nazarene Youth International exists to attract, equip, and empower young people for service in the kingdom of God and to facilitate their integration into the Church of the Nazarene.

2. *NYI focuses on Christ.*

Christ is central to who we are, the Word of God our authoritative source for all we do, and holiness our pattern for life.

3. *NYI is built on relational ministry to youth in the local church.*

Effective ministry to young people in the local church is critical to the health and vibrancy of NYI. Relationships and incarnational ministry form the foundation for Nazarene youth ministry, guiding young people toward spiritual maturity in Christ.

4. *NYI develops and mentors young leaders.*

NYI provides opportunities for emerging leaders to develop and utilize their gifts within an envi-

ronment of nurture and support, assuring strong leadership for the Church of the Nazarene. Leadership training, accountability, and mechanisms for evaluation and modification of ministry are vital functions of NYI.

5. NYI is empowered to Lead.

Relevant youth ministry requires that responsibility for ministry and organizational decisions reside with NYI leadership and the appropriate governing bodies at every level. A sense of belonging and ownership, a passion for service, and input in decision-making are key ingredients for the empowerment of young people through NYI.

6. NYI embraces unity and diversity in Christ.

NYI is committed to understanding and celebrating differences and diversity in language, color, race, culture, socioeconomic class, and gender. Our differences do not diminish unity but enhance our potential and effectiveness. Sharing the good news of Jesus Christ in culturally relevant ways must always be a high priority.

7. NYI creates networks and partnerships.

A climate of cooperation characterizes our relationships at every level of NYI. Networking within the church enhances the development and deployment of young people for service; NYI actively participates in such cooperative endeavors.

810.6 Our Ministry Framework

The Nazarene Youth International Charter provides the foundation for organizing, planning, and implementing youth ministry at every level of the Church of the Nazarene. Standard ministry plans are provided that local, district, and regional NYI groups are encouraged to adapt in response to youth ministry needs in their own ministry situation. Ministry plans at every level must be consistent with the NYI Charter and the *Manual of the Church of the Nazarene*.

810.7 Revisions

The NYI Charter may be amended through resolutions approved by the Global NYI Convention, according to the Global Ministry Plan.

A. LOCAL MINISTRY PLAN**Membership and Ministry Focus****810.50 Composition and Accountability**

1. Local NYI membership consists of those who affiliate themselves with an NYI group by participating in its ministries and joining the local group.
2. The local NYI maintains an accurate roster of all active members.
3. The local NYI is accountable to its membership, the local church board, and the pastor.
4. The local NYI reports monthly to the church board and to the annual church meeting.

810.51 Ministry Focus

1. The traditional ministry focus of the local NYI is to youth ages 12 and older, college/university students, and young adults. A local NYI Council may modify the ministry focus as seen fit with the approval of the pastor and local church board.
2. For the purposes of representation and programming, the local NYI council establishes age divisions in response to local youth ministry needs.

Leadership**810.52 Officers**

1. The officers of the local NYI are a president and up to three persons elected by the annual NYI meeting with assigned ministry responsibilities according to local church needs. These officers serve on the Executive Committee.

2. Local NYI officers must be members of the local church whose NYI they serve, active in local youth ministry, and leaders in personal example and service.
3. In churches not having an organized NYI (no local NYI Council), the pastor, with church board approval, may appoint the NYI president so that the church may begin to reach young people for Christ and respond to their spiritual growth needs.

810.53 Elections

1. Officers are elected annually by the members of the local NYI at the annual meeting and serve until their successors are elected and assume their ministry roles.
2. A nominating committee nominates the officers for NYI. A Nominating Committee is appointed by the pastor and consists of NYI members, as well as the pastor and the NYI president. All nominees are to be approved by the pastor and church board. Persons nominated as local NYI president must have reached their 15th birthday at the time of their election.
3. Officers are elected by majority vote of the NYI members present at the annual NYI meeting. When there is only one nominee for a position, a "yes" and "no" ballot is used, with approval by two-thirds majority vote. Only those who are also members of the local Church of the Nazarene may vote for the president.
4. An incumbent officer may be reelected by a "yes" or "no" vote when such vote is recommended by the NYI Council to the nominating committee, approved by the pastor and church board, and approved by two-thirds majority vote at the annual NYI meeting.
5. A vacancy occurs when an officer moves his/her membership from the church, resigns, or is removed from office by two-thirds majority vote of the council due to neglect of duties or inappropriate conduct. Should a vacancy occur among officers, the NYI Council fills the vacancy by two-thirds majority vote if there is one nominee or by majority vote if two or more nominees. If the vacancy oc-

curs in the office of NYI president, the pastor, youth pastor, or his/her designee chairs the meeting for election.

810.54 Responsibilities

1. The responsibilities of the NYI president include:
 - a. Chairing the NYI Council to cast a vision for youth ministry in the church.
 - b. Facilitating the development of youth ministry and working with the NYI Council to define the ministry focus in response to the needs of their young people.
 - c. Serving on the church board and submitting a monthly report to the board. A local church board may establish prior to the annual election a minimum age for the NYI president to serve on the church board; should the president be younger, alternate representation for NYI on the church board may be appointed by the NYI Council, subject to the approval of the board.
 - d. Submitting an annual report of ministry and finances to the annual church meeting.
 - e. Recommending the budget for the local NYI, as approved by the NYI Council, to the church board.
 - f. Serving as an *ex officio* member of the Sunday School and Discipleship Ministries International Board to coordinate youth Sunday School/Bible studies/small groups in the church.
 - g. Serving as a delegate to the District NYI Convention and the District Assembly. Should the president be unable to attend, a representative elected by the NYI Council and approved by pastor and the church board may provide alternate representation.
2. The responsibilities of other NYI officers include:
 - a. Developing and designating leaders for various local NYI ministries.
 - b. Being role models and spiritual guides for youth both within and outside the church.
 - c. Defining and assigning titles and youth ministry responsibilities in response to local church needs.
 - d. Distributing the following responsibilities to insure accountability and effectiveness:

- (1) Keeping a correct record of all meetings of the NYI Council and attending to all matters of correspondence for the local NYI.
 - (2) Disbursing, receiving, and keeping records of NYI funds according to church board policy.
 - (3) Compiling an annual financial report of all moneys raised and disbursed to submit to the annual church meeting.
 - (4) Working with the NYI president to create an annual budget to present to the council and to the church board for approval.
5. Cooperating with the president in every way possible to facilitate the local NYI ministry.
 6. Carrying out other ministries as assigned by the NYI Council.

810.55 Paid Staff

1. When a youth pastor is employed in a church, the pastor, in consultation with the church board and NYI Council, assigns the responsibility for NYI to the youth pastor. In that case, the youth pastor carries out some of the duties otherwise designated to a local NYI president. However, the importance of the NYI president remains, in providing vital lay leadership, support, and representation for local youth ministry. The pastor, youth pastor and NYI Council work together to define the roles and responsibilities of the two positions and how they work together for the benefit of the church's youth ministry.
2. A youth pastor may not serve as the NYI president.
3. The youth pastor serves *ex officio* on the NYI Council, the Executive Committee, and the NYI Nominating Committee.
4. The youth pastor may serve as the pastor's designee for NYI-related responsibilities.
5. If a church has multiple paid staff that minister to specific age divisions within NYI, it may develop officers for each age division under staff leadership and determine from among those officers how NYI is to be represented on the church board.

Council**810.56 Composition**

1. The Local NYI Council is composed of the NYI officers, other elected or appointed youth member-at-large and ministry leaders as deemed necessary, and the pastor and/or youth pastor, who collectively cast the vision for local youth ministry.
2. NYI Council members must be members of the local Nazarene Youth International. Local church membership is strongly encouraged and NYI Council members should be expected to become church members.

810.57 Elections

1. A NYI Nominating Committee nominates local NYI members to be elected to the NYI Council.
2. The NYI membership then elects the members of the NYI Council from submitted nominations by majority vote at the annual NYI meeting.
3. A vacancy occurs when a council member moves his/her membership from the local NYI, resigns, or is removed from office by two-thirds majority vote of the council due to neglect of duties or inappropriate conduct. Should a vacancy occur among council members, the NYI Council fills the vacancy by two-thirds majority vote if there is one nominee or by majority vote if two or more nominees.
4. If a church has fewer than seven NYI members, the pastor may appoint the members of the NYI Council so that youth ministry may be developed and young people are reached for Christ.

810.58 Responsibilities

1. The NYI Council is responsible for planning and organizing the total ministry for youth within the local church and, through its officers and directors, initiates and directs ministries and activities to reach young people for Christ and to respond to their spiritual growth needs, in harmony with local church leadership.

2. The NYI Council defines the ministry focus of the local NYI in response to local youth ministry needs, and develops and assigns titles and job descriptions for ministry directors.
3. The NYI Council gives leadership to the youth area of the Sunday School by promoting growth in enrollment and attendance for youth, nominating and providing training for youth Sunday School/Bible study/small group teachers and leaders, and recommending curriculum and resources to be used, in cooperation with the Sunday School and Discipleship Ministries International Board.
4. The NYI Council cooperates with the District NYI Council in promoting district, regional, and global NYI ministries to young people of the church.
5. The NYI Council establishes and communicates the process for submitting revisions to the local ministry plan.

810.59 Committees

1. The NYI Executive Committee consists of elected NYI officers and the pastor or youth pastor. The Executive Committee may conduct the business of the NYI Council when necessary. All actions of the Executive Committee are communicated to the remaining members of the council and are subject to the approval of the entire council at its next meeting.
2. The NYI Council may establish specific ministry or age division committees in response to youth ministry needs.

810.60 Paid Staff

1. The pastor designates the responsibilities of a youth pastor, in consultation with the church board and the NYI Council.
2. The NYI Council and youth pastor work in cooperation and harmony with each other.
3. If a church has multiple paid staff who minister to specific age divisions within NYI, it may develop NYI councils or committees for each of these age divisions under staff leadership. The church may decide whether a coordinating council for the various groups is used.

Meetings**810.61 Local NYI Meetings**

1. A variety of local NYI gatherings help provide effective ministry to young people.
2. The local NYI group participates in district, regional, and global NYI gatherings that further enhance youth ministry in the church.

810.62 NYI Council Meetings

1. The NYI Council meets regularly to fulfill the mission and vision of NYI.
2. Meetings of the council may be scheduled or called by the president or pastor.

810.63 Annual Meeting

1. The annual meeting of the local NYI is held within sixty days of the District NYI Convention and in harmony with the *Manual of the Church of the Nazarene*.
2. NYI officers and council members and delegates to the District NYI Convention are elected at the annual NYI meeting.
3. The NYI local ministry plan may be revised by two-thirds majority vote at the NYI annual meeting.

Ministries**810.64 Evangelism**

The NYI develops and implements a variety of ongoing ministries and special events to reach young people for Christ.

810.65 Discipleship

The NYI develops and implements a variety of ongoing ministries and special events to nurture and challenge young people to grow as disciples of Christ, in personal devotion, worship, fellowship, ministry, and leading others to Christ.

810.66 Leadership Development

The NYI develops and implements a variety of ongoing min-

istries and special events to mentor and equip young people to be leaders for Christ and His church.

Revisions

810.67 Provision

1. This local ministry plan provides a standard format for the organization, function, and leadership of NYI at the local level. A local NYI group may adapt the plan in response to local youth ministry needs, consistent with the Nazarene Youth International Charter and the *Manual of the Church of the Nazarene*.
2. Any area not covered by this ministry plan is under the authority of the local NYI Council.

810.68 Process

1. The NYI Council establishes and publicizes the process for adapting and revising the local ministry plan and must approve proposed revisions prior to their being brought to the annual NYI meeting.
2. Proposed revisions to the local ministry plan must be distributed to NYI members prior to the NYI annual meeting.
3. Revisions must be approved by a two-thirds majority vote of all NYI members present and voting at the annual NYI meeting and are subject to church board approval.
4. All changes in the local ministry plan become effective no later than 30 days following the NYI annual meeting. The revised plan must be posted in written form prior to taking effect.

B. DISTRICT MINISTRY PLAN

Membership and Ministry Focus

810.100 Composition and Accountability

1. All local NYI groups and members of NYI within the boundaries of a district form the district Nazarene Youth International.

2. The district NYI is accountable to its membership, the district superintendent, and the District Advisory Board.
3. The district NYI reports annually to the District NYI Convention and the District Assembly through the district NYI president.

810.101 Ministry Focus

1. The traditional ministry focus of the district NYI is to youth ages 12 and older, college/university students, and young adults. A District NYI Council may modify the ministry focus as seen fit, with the approval of the district superintendent and District Advisory Board.
2. For the purposes of representation and programming, the District NYI Council establishes age divisions according to youth ministry needs on the district.

Leadership

810.102 Officers

1. The officers of the district NYI are the president, vice president, secretary, and treasurer.
2. District NYI officers must be members of a local Church of the Nazarene within the bounds of the district at the time of their election, be active in local and district youth ministry, and be viewed as leaders in personal example and ministry.
3. District NYI officers serve without salary. Financing for the administrative expenses of district NYI officers is allocated as a part of the district NYI budget.
4. Should a district not yet have an organized NYI (no District NYI Convention), the district superintendent may appoint a district NYI president so that local churches may be assisted in reaching young people for Christ and in responding to their spiritual growth needs.

810.103 Elections

1. District NYI officers are elected by the District NYI Convention to serve for a one-year term, from the close of the

- convention until their successors are elected and assume their ministry roles. At the recommendation of the district NYI Nominating Committee and with the approval of the district superintendent, an officer may be elected for a two-year term.
2. A district NYI Nominating Committee nominates the officers of the district NYI. The nominating committee is appointed by the District NYI Council and consists of at least four district NYI members, and also includes the district superintendent and the district NYI president. All nominees must be approved by the District NYI Council and district superintendent.
 3. Officers are then elected by ballot by majority vote at the annual NYI Convention. When there is only one nominee for a position, a "yes" and "no" ballot is used, with approval by two-thirds majority vote. If recommended by the nominating committee, the convention may vote to allow the District NYI Council to appoint the district NYI secretary and treasurer.
 4. An incumbent officer may be reelected by a "yes" or "no" vote when such vote is recommended by the District NYI Council, with the approval of the district superintendent and approved by two-thirds majority vote of the District NYI Convention.
 5. A vacancy occurs when an officer moves his/her membership from the district, resigns, or is removed from office by two-thirds majority vote of the council due to neglect of duties or inappropriate conduct. Should a vacancy occur in the office of district NYI president, the vice-president assumes the responsibilities of president until the next District NYI Convention. Should a vacancy occur among other officers, the District NYI Council fills the vacancy by two-thirds majority vote if there is one nominee or by majority vote if two or more nominees.

810.104 Responsibilities

1. The responsibilities of the district NYI president include:
 - a. Giving leadership and direction to district NYI, working in cooperation with NYI and district leadership.

- b. Chairing the District NYI Council to cast a vision for youth ministry on the district.
 - c. Facilitating the development of youth ministry on the district and working with the District NYI Council to define the district NYI ministry focus according to needs.
 - d. Presiding at the District NYI Convention.
 - e. Encouraging the development of NYI ministry in each local church within the district.
 - f. Representing the interests of NYI on all appropriate district boards and committees.
 - g. Submitting an annual report to the District NYI Convention and District Assembly.
 - h. Presenting an annual budget to the District Finance Committee (or appropriate district body) and to the District NYI Convention for approval.
 - i. Serving as a delegate to the Global NYI Convention. Should the president be unable to attend, a representative elected by the District NYI Council and approved by district superintendent and district advisory board may provide alternate representation.
 - j. Serving as a member of the Regional NYI Council, if so designated by the ministry plan of the region.
2. The responsibilities of the vice president include:
 - a. Cooperating with the president in every way possible to carry out effective youth ministry on the district.
 - b. Performing the duties of the president in his/her absence.
 - c. Carrying out other duties as assigned by the District NYI Council and Convention.
 - d. In case of a vacancy in the office of district NYI president, fulfilling the functions of president until a successor is elected and installed.
 3. The responsibilities of the secretary include:
 - a. Keeping a correct record of all the proceedings of the District NYI Council, the Executive Committee, and the District NYI Convention.
 - b. Attending to all matters of correspondence for the district NYI.

- c. Notifying the global NYI Office and regional NYI president of the names and addresses of the various district NYI officers and ministry directors as soon as possible after election.
- d. Carrying out other duties as assigned by the District NYI Council and Convention.
4. The responsibilities of the treasurer include:
 - a. Disbursing, receiving, and keeping record of district NYI funds.
 - b. Compiling an annual financial report of all moneys raised and disbursed to submit to the annual District NYI Convention.
 - c. Working with the president to create an annual budget to present to the appropriate bodies.
5. Other responsibilities may be assigned to officers according to district youth ministry needs.

810.105 Paid Staff

1. When a district employs a youth pastor, the district superintendent, in consultation with the District Advisory Board and District NYI Council, assigns the responsibility for the district NYI to the district youth pastor. In that case, the district youth pastor carries out some of the duties otherwise designated to a district NYI president. However, the importance of the district NYI president remains, in providing additional leadership, support, and representation for district youth ministry. The District NYI Council and district superintendent work together to define the roles and responsibilities of the two positions and how they work together for the benefit of the district youth ministry.
2. A district youth pastor may not serve as the district NYI president.
3. The district youth pastor serves *ex officio* on the District NYI Council, the Executive Committee, and the District NYI Nominating Committee.
4. The district youth pastor may serve as the district superintendent's designee for NYI-related responsibilities.

Council

810.106 Composition

1. The District NYI Council is composed of the officers of the district NYI, other elected or appointed youth members-at-large and ministry leaders as deemed necessary by the council, and the district superintendent and/or district youth pastor.
2. Only NYI members who are members of the Church of the Nazarene on the district may serve as District NYI Council members.

810.107 Elections

1. The district NYI Nominating Committee nominates district NYI members to be elected to the District NYI Council.
2. The District NYI Convention then elects the members of the District NYI Council from submitted nominations by majority vote.
3. A vacancy occurs when a council member moves his/her membership off of the district, resigns, or is removed from office by the council by two-thirds majority vote due to neglect of duties or inappropriate conduct. Should a vacancy occur among council members, the District NYI Council fills the vacancy by two-thirds majority vote if there is one nominee or by majority vote if two or more nominees.
4. The nominating committee may authorize the District NYI Council to appoint district ministry directors.

810.108 Responsibilities

1. The District NYI Council is responsible for planning and organizing the total ministry for youth within the district and, through its officers and directors, initiates and directs ministries and activities to reach young people for Christ and to respond to their spiritual growth needs, in harmony with district leadership.
2. The District NYI Council defines the ministry focus of

district NYI in response to district youth ministry needs and develops and assigns titles and responsibilities for district NYI ministry directors.

3. The District NYI Council encourages and equips local churches across the district for effective youth ministry.
4. The District NYI Council gives leadership to the youth area of the district Sunday School/Bible study/small group by promoting growth in enrollment and attendance for youth and by providing training for youth Sunday School teachers and leaders in cooperation with the District Sunday School and Discipleship Ministries International Board.
5. The District NYI Council promotes regional and global NYI ministries and programs to local NYI groups.
6. The District NYI Council makes recommendations to the District NYI Convention concerning the ministry of NYI. The convention may revise these recommendations prior to adoption.
7. The District NYI Council establishes and communicates the process for amending the district ministry plan.

810.109 Committees

1. The NYI Executive Committee consists of elected district NYI officers and the district superintendent and/or district youth pastor. Should the secretary and treasurer be appointed members of the council, the council may elect by majority vote two other District NYI Council members to serve on the Executive Committee. All actions of the Executive Committee are communicated to the remaining members of the council and are subject to the approval of the entire council at its next meeting.
2. The District NYI Council may establish specific ministry or age division committees in response to district youth ministry needs.

810.110 Zone NYI

1. In cooperation with district leadership, the District NYI Council may authorize various zones within the existing structure of the district to organize for leadership of NYI, in order to coordinate and maximize NYI ministry across the district.

2. A zone NYI council may be created to have responsibility for specific ministries and activities on the zone.
3. A president or representative from each zone may serve on the District NYI Council, if so specified by the District NYI Convention.

810.111 Paid Staff

1. The district superintendent designates the responsibilities of a district youth pastor, in consultation with the District Advisory Board and District NYI Council.
2. The District NYI Council and district youth pastor work in cooperation and harmony with each other.

Meetings

810.112 District NYI Meetings

1. A variety of district NYI gatherings help provide effective ministry to young people.
2. The district NYI also encourages and enhances local NYI ministry by meeting with local NYI groups across the district to resource them for effective ministry.
3. The district NYI participates in regional and global NYI gatherings that further enhance effective youth ministry across the district.

810.113 District NYI Council Meetings

1. The District NYI Council meets regularly to fulfill the mission and vision of district NYI.
2. Meetings of the council may be scheduled or called by the district NYI president or district superintendent.

810.114 District NYI Convention

1. The annual District NYI Convention provides for inspirational sessions and programs to advance youth ministry across the district. Reports are received, leadership is elected, and any legislative business pertaining to the work of NYI is transacted at the Convention. Delegates

- to the Global NYI Convention are also elected consistent with the NYI Global Ministry Plan.
2. The District NYI Council arranges for and oversees the District NYI Convention, in cooperation with the district superintendent. The Convention convenes at a time and place designated by the District NYI Council, with the approval of the district superintendent and within ninety days of the District Assembly.
 3. The District NYI Convention is composed of the members of the District NYI Council, the district superintendent, local pastors, other assigned ordained ministers of the district who participate in NYI ministry, and local NYI delegates.
 4. All local NYI delegates to the District NYI Convention must be members of the Church of the Nazarene that they represent.
 5. The number of local NYI delegates for each church is determined by the membership figures on the most recent local Pastor's Report prior to the District Assembly. District NYI leadership encourages local churches to make suitable arrangements for the expenses of delegates attending the District NYI Convention.
 6. The local NYI delegation to the District NYI Convention for churches with 30 or fewer NYI members consists of:
 - a. The pastor and youth pastor or any full-time paid pastoral staff who participate in NYI ministry;
 - b. The newly-elected local NYI president;
 - c. Up to four elected delegates, with at least half being within the district-established NYI ministry focus.
 - d. Local churches may add an additional delegate for each successive 30 local NYI members and/or final major part of those 30 members (i.e., 16-29 members). At least half of any additional delegates must be also within the district-established NYI ministry focus.
 7. The pastor of any local church or director of an approved Nazarene Compassionate Ministries Center not having an organized NYI may appoint one delegate.

Number of members	Number of delegates*	Number of members	Number of delegates*
5-45	4	136-165	8
46-75	5	166-195	9
76-105	6	196-225	10
106-135	7	226-255	11

Ministries

810.115 Evangelism

The district NYI develops and implements a variety of ongoing ministries and special events to reach young people for Christ.

810.116 Discipleship

The district NYI develops and implements a variety of ongoing ministries and special events to nurture and challenge young people to grow as disciples of Christ in personal devotion, worship, fellowship, ministry, and leading others to Christ.

810.117 Leadership Development

The district NYI develops and implements a variety of ongoing ministries and special events to mentor and equip young people to be leaders for Christ and His church.

Revisions

810.118 Provision

1. This district ministry plan provides a standard format for the organization, function, and leadership of NYI at

*Number of elected delegates from a local NYI does not include ex officio delegates (NYI president, pastor, youth pastor, District NYI Council members from a local church, etc.).

the district level. The district NYI may adapt and revise the plan in response to youth ministry needs on the district, consistent with the Nazarene Youth International Charter and the *Manual of the Church of the Nazarene*.

2. Any area not covered by this ministry plan is under the authority of the District NYI Council

810.119 Process

1. The District NYI Council establishes and publicizes the process for adapting and revising the district ministry plan, and must approve proposed revisions prior to their being brought to the District NYI Convention.
2. Proposed revisions to the district ministry plan must be distributed in written form to local NYI groups prior to the District NYI Convention.
3. Revisions must be approved by a two-thirds majority vote of all delegates and members present and voting at the District NYI Convention and are subject to the approval of the district superintendent and District Advisory Board.
4. All changes in the district ministry plan become effective no later than 60 days following the Convention. The revised document must be distributed in written form prior to taking effect.

C. REGIONAL MINISTRY PLAN

Membership and Ministry Focus

810.150 Composition and Accountability

1. All local NYI groups, district NYI ministries, and members of NYI within the boundaries of a region form the regional Nazarene Youth International.
2. The regional NYI is accountable to its membership and to the Global NYI Council. Where applicable, the regional NYI may also be accountable to the regional director and Regional Advisory Council.
3. The regional NYI reports to the Global NYI Council on

an annual basis and, where applicable, to the regional director and Regional Advisory Council on a regular basis.

810.151 Ministry Focus

1. The traditional ministry focus of the regional NYI is to youth ages 12 and older, college/university students, and young adults. A Regional NYI Council may modify the ministry focus as seen fit, with the approval of the districts on the region and, where applicable, the regional director.
2. For the purposes of representation and programming, the Regional NYI Council establishes age divisions according to youth ministry needs on the region.

Leadership

810.152 Officers

1. The officers of the regional NYI are the president and up to three other persons elected by the Regional Caucus at the Global NYI Convention, with titles and ministry responsibilities assigned according to regional needs. These officers serve on the Executive Committee.
2. Regional NYI officers must reside on and be members of the Church of the Nazarene within the bounds of the region at the time of their election, be active in youth ministry, and be viewed as leaders in personal example and ministry.
3. Regional NYI officers serve without salary. Financing for the administrative expenses of regional NYI officers is allocated as a part of regional funds.
4. A regional NYI president may serve in his/her position no more than two full terms.

810.153 Election

1. Regional NYI officers are elected by the Regional Caucus of the Global NYI Convention, and approved by the convention. The officers serve for a four-year term, from the close of the General Assembly until the close of the following General Assembly.

2. A regional NYI Nominating Committee nominates the officers of the regional NYI. The nominating committee is appointed by the Regional NYI Council and consists of at least four regional NYI members, including the regional NYI president and regional director (where applicable). At least two names are submitted to the caucus for each position. The Regional NYI Council and regional director (where applicable) must approve all nominees.
3. The regional NYI president is elected by majority vote of the Regional Caucus at the Global NYI Convention and approved by majority vote of the convention, according to the NYI Global Ministry Plan. Other officers are elected by majority vote by ballot of the Regional Caucus.
4. An incumbent regional NYI president who is eligible to be elected for a second term may be re-elected by a "yes" or "no" vote, when such election is recommended by the Regional NYI Council, approved by the regional director (where applicable), and approved by two-thirds majority vote by ballot of the Regional Caucus at the Global NYI Convention.
5. A vacancy occurs when an officer moves his/her membership off of the region, resigns, or is removed from office by two-thirds majority vote of the Regional NYI Council due to neglect of duties or inappropriate conduct. Should a vacancy occur among officers, the Regional NYI Council fills the vacancy by two-thirds majority vote if there is one nominee or by majority vote if two or more nominees. In the case of such a vacancy in the office of regional NYI president, the region elects a new president consistent with the NYI Global Ministry Plan.

810.154 Responsibilities

1. The responsibilities of the regional NYI president include:
 - a. Giving leadership and direction to the regional NYI, working in cooperation with NYI and regional leadership.
 - b. Chairing the Regional NYI Council to cast a vision for youth ministry on the region.

- c. Facilitating the development of youth ministry on the region and working with the Regional NYI Council to define the regional NYI ministry focus according to needs.
 - d. Presiding at the Regional Caucus at the Global NYI Convention.
 - e. Encouraging the development of NYI ministry on each district or field within the region.
 - f. Representing the interests of regional NYI on appropriate regional boards and committees and, when applicable, to multi-regional committees.
 - g. Submitting an annual report to the Regional NYI Council, regional director and Regional Advisory Council (where applicable), and the Global NYI Council.
 - h. Recommending an annual budget to the Regional NYI Council and the Regional Office (where applicable).
 - i. Serving as a delegate to the Global NYI Convention and a member of the Global NYI Council, except in the USA, where two representatives elected from among the regional NYI presidents serve as members of the Global NYI Council. Should the president be unable to attend, a representative elected by the Regional NYI Council and approved by regional director (where applicable) may provide alternate representation.
 - j. Serving as a liaison between the regional NYI and Nazarene institutions of higher education on the region to promote communication, cooperation, and ministry partnership.
2. The responsibilities of regional NYI officers include:
- a. Developing and designating leaders for the various regional NYI ministries.
 - b. Defining and assigning titles and youth ministry responsibilities according to regional needs.
 - c. Distributing the following responsibilities to insure accountability and effectiveness:
 - (1) Keeping a correct record of all meetings of the Regional NYI Council and attending to all matters of correspondence for the regional NYI.
 - (2) Disbursing, receiving, and keeping records of re-

- gional NYI funds, according to Global NYI Council, General Board, and regional office policies.
- (3) Assisting the president in compiling an annual financial report of all moneys raised and disbursed, to submit to the Global NYI Council and other appropriate bodies.
 - (4) Working with the president to create an annual budget to present to the Regional NYI Council and to the regional director (where applicable) for approval.
 - (5) Notifying the NYI Office and the regional office (where applicable) of the names and addresses of the various regional NYI officers and ministry directors as soon as possible after election or appointment.
- d. Cooperating with the president in every way possible to facilitate regional youth ministry.
 - e. Carrying out other ministries as assigned by the Regional NYI Council or Regional Caucus.

810.155 Paid Staff

1. When a region employs a regional NYI coordinator, the regional director, in consultation with the Regional Advisory Council and Regional NYI Council, assigns the responsibility for the regional NYI to the regional NYI coordinator. In that case, the regional NYI coordinator may carry out some of the duties otherwise designated to a regional NYI president. However, the importance of the regional NYI president remains, in providing additional leadership, support, and representation for regional youth ministry. The Regional NYI Council and regional director work together to define the roles and responsibilities of the two positions and how they work together for the benefit of the regional youth ministry.
2. A regional NYI coordinator may not serve as regional NYI president.
3. The regional NYI coordinator serves *ex officio* on the Regional NYI Council, the Executive Committee, and the Regional NYI Nominating Committee.

- gional NYI funds, according to Global NYI Council, General Board, and regional office policies.
- (3) Assisting the president in compiling an annual financial report of all moneys raised and disbursed to submit to the Global NYI Council and other appropriate bodies.
 - (4) Working with the president to create an annual budget to present to the Regional NYI Council and to the regional director (where applicable) for approval.
 - (5) Notifying the NYI Office and the regional office (where applicable) of the names and addresses of the various regional NYI officers and ministry directors as soon as possible after election or appointment.
- d. Cooperating with the president in every way possible to facilitate regional youth ministry.
 - e. Carrying out other ministries as assigned by the Regional NYI Council or Regional Caucus.

810.155 Paid Staff

1. When a region employs a regional NYI coordinator, the regional director, in consultation with the Regional Advisory Council and Regional NYI Council, assigns the responsibility for the regional NYI to the regional NYI coordinator. In that case, the regional NYI coordinator may carry out some of the duties otherwise designated to a regional NYI president. However, the importance of the regional NYI president remains, in providing additional leadership, support, and representation for regional youth ministry. The Regional NYI Council and regional director work together to define the roles and responsibilities of the two positions and how they work together for the benefit of the regional youth ministry.
2. A regional NYI coordinator may not serve as regional NYI president.
3. The regional NYI coordinator serves *ex officio* on the Regional NYI Council, the Executive Committee, and the Regional NYI Nominating Committee.

4. The regional NYI coordinator may serve as the regional director's designee for NYI-related responsibilities.

Council

810.156 Composition

1. The Regional NYI Council is composed of the officers of the regional NYI and other elected or appointed youth members-at-large and ministry leaders as deemed necessary by the council, and, where applicable, the regional director and/or regional NYI coordinator.
2. Only those NYI members who are members of the Church of the Nazarene on the region may serve as Regional NYI Council members.
3. When applicable, representatives from Nazarene colleges or universities responsible for shared ministry with the regional NYI may also serve on the Regional NYI Council.

810.157 Elections

1. A regional NYI Nominating Committee nominates regional NYI members to be elected to the Regional NYI Council.
2. The Regional Caucus at the Global NYI Convention then elects by majority vote the members of the Regional NYI Council from submitted nominations. The Regional Caucus may authorize the Regional NYI Council to appoint regional ministry directors.
3. A vacancy occurs when a member moves his/her membership off of the region, resigns, or is removed from office by two-thirds majority vote of the council due to neglect of duties or inappropriate conduct. Should a vacancy occur among council members elected or appointed by the council, the Regional NYI Council fills the vacancy by two-thirds majority vote if there is one nominee or by majority vote if two or more nominees. If a vacancy occurs among members representing a district on the region, the vacancy is filled according to that district's ministry plan.

810.158 Responsibilities

1. The Regional NYI Council is responsible for planning and organizing the total ministry for youth within the region and, through its officers and directors, initiates and directs ministries and activities to reach young people for Christ and to respond to their spiritual growth needs, in harmony with regional leadership.
2. The Regional NYI Council defines the ministry focus of regional NYI in response to regional youth ministry needs, and develops and assigns titles and responsibilities for regional NYI ministry directors.
3. The Regional NYI Council encourages and equips districts across the region for effective youth ministry.
4. The Regional NYI Council gives leadership to the youth area of Sunday School/Bible studies/small groups regionally by promoting growth in enrollment and attendance for youth and providing training for youth Sunday School/Bible studies/small groups teachers and leaders in cooperation with Sunday School and Discipleship Ministries International.
5. The Regional NYI Council promotes global NYI ministries and programs to regional membership.
6. The Regional NYI Council directs the expenditure of funds provided to the region through NYI events and partnerships.
7. The Regional NYI Council makes recommendations to the Regional Caucus at the Global NYI Convention concerning the ministry of NYI. The council also appoints up to two persons to serve the region as members of the Resolutions Committee at the Global NYI Convention, consistent with the Global Ministry Plan.
8. The Regional NYI Council establishes and communicates the process for amending the regional ministry plan.

810.159 Committees

1. The NYI Executive Committee consists of the elected regional NYI officers and the regional director and/or regional NYI coordinator (where applicable). The Executive Committee may conduct the business of the Regional

NYI Council when it is impractical or impossible to convene the entire council. All actions of the Executive Committee are communicated to the remaining members of the council and are subject to the approval of the entire council at its next meeting.

2. The Regional NYI Council may establish specific ministry committees in response to regional youth ministry needs.
3. In countries where there are a number of districts, a region may organize national NYI leadership to coordinate and facilitate youth ministry in that country.

810.160 The Field NYI

1. Where applicable and in cooperation with regional church leadership, the Regional NYI Council may organize for leadership of NYI on the various fields within the existing structure of a region, in order to coordinate and maximize NYI ministry across the region.
2. A field NYI council may be created to have responsibility for specific ministries and activities on the field.
3. A president or elected representative from each field may serve on the Regional NYI Council, if so specified by the Regional Caucus.

810.161 Paid Staff

1. The regional director designates the responsibilities of a regional NYI coordinator, in consultation with the Regional Advisory Council and the Regional NYI Council.
2. The Regional NYI Council and regional NYI coordinator work in cooperation and harmony with each other.

Meetings

810.162 Regional NYI Meetings

1. A variety of regional NYI gatherings help provide effective ministry to young people on the region.
2. The regional NYI also encourages and enhances district NYI ministry by meeting with district NYI groups across the region to resource them for effective ministry.

3. The regional NYI participates in global NYI gatherings that further enhance effective youth ministry across the region.

810.163 Regional NYI Council Meetings

1. The Regional NYI Council meets regularly to fulfill the mission and vision of regional NYI.
2. Meetings of the council may be scheduled or called by the regional NYI president, regional director (where applicable), a global NYI officer, or the Director of NYI.

810.164 Regional Caucus

1. A Regional Caucus is convened during the Global NYI Convention. The caucus provides for inspirational sessions and programs to advance youth ministry across the region. Reports are received, leadership is elected, and any legislative business pertaining to the work of NYI on the region is transacted at the caucus. The caucus also places in nomination up to two names for each youth member-at-large on the Global NYI Council, consistent with the Global Ministry Plan.
2. The Regional NYI Council, in cooperation with the Global NYI Council, arranges for and oversees the Regional Caucus.
3. The Regional Caucus is composed of the members of the Regional NYI Council, the regional director and/or regional NYI coordinator (where applicable), and the delegates from the region to the Global NYI Convention who are elected, consistent with the Global Ministry Plan.
4. The caucus convenes during the Global NYI Convention at a time and place designated by the Global NYI Council. When approved by the Regional NYI Council, the regional director (where applicable), and the Global NYI Council, a caucus may be convened by postal or electronic means within six months prior to the Global NYI Convention in order to conduct regional NYI business when circumstances prohibit a majority of elected delegates from attending the Global NYI Convention.

Ministries**810.165 Evangelism**

The regional NYI develops and implements a variety of ongoing ministries and special events to reach young people for Christ.

810.166 Discipleship

The regional NYI develops and implements a variety of ongoing ministries and special events to nurture and challenge young people to grow as disciples of Christ in personal devotion, worship, fellowship, ministry, and leading others to Christ.

810.167 Leadership Development

The regional NYI develops and implements a variety of ongoing ministries and special events to mentor and equip young people to be leaders for Christ and His church.

Revisions**810.168 Provision**

1. The regional ministry plan provides a standard format for the organization, function, and leadership of NYI at the regional level. A regional NYI may adapt and revise the plan in response to youth ministry needs on the region, consistent with the Nazarene Youth International Charter and the *Manual of the Church of the Nazarene*.
2. Any area not covered by this ministry plan is under the authority of the Regional NYI Council.

810.169 Process

1. The Regional NYI Council, in cooperation with the regional director (where applicable), establishes and publicizes the process for adapting and revising the regional ministry plan and must approve proposed revisions prior to their being brought to the Regional Caucus.
2. Proposed revisions to the regional ministry plan must be distributed in written form to district NYI councils prior to the Regional Caucus at the Global NYI Convention.

3. Revisions must be approved by a two-thirds majority vote of all delegates and members present and voting at the Regional Caucus and are subject to the approval of the regional director and Regional Advisory Council (where applicable).
4. All changes in the regional ministry plan become effective no later than 90 days following the Global NYI Convention. The revised document must be distributed in written form prior to taking effect.

D. GLOBAL MINISTRY PLAN

Membership and Ministry Focus

810.200 Composition and Accountability

1. All local NYI groups, district and regional NYI ministries, and their members constitute Nazarene Youth International at the global level.
2. The global NYI is accountable to NYI membership, the responsible general superintendent for NYI, and the Global Ministries Services Committee of the General Board.
3. The global NYI reports annually to the General Board through the Global Ministries Services Committee and reports quadrennially to the Global NYI Convention and to the General Assembly of the Church of the Nazarene.
4. The Director of NYI is responsible for general coordination and supervision for the development of youth ministry for the Church of the Nazarene through Nazarene Youth International.
5. NYI offices around the world work together with the Global NYI Council for the effective implementation of youth ministry globally for the Church of the Nazarene.

810.201 Ministry Focus

1. The ministry focus of Nazarene Youth International is to youth ages 12 and older, college/university students, and

young adults, Regional, district, and local NYI councils may modify the ministry focus as seen fit, consistent with the ministry plan for that level.

2. For the purposes of representation and programming, Nazarene Youth International at the global level establishes three divisions — early youth, senior youth, and college/university/young adult — in order to provide effective youth ministry globally.

Leadership

810.202 Officers

1. The elected officers of the global NYI are a president and a vice president.
2. Global NYI officers must be members of NYI and the Church of the Nazarene, be active in youth ministry, and be leaders in personal example and ministry.
3. Global NYI officers serve without salary. Financing for the administrative expenses of global NYI officers is allocated as a part of NYI funds.
4. A global NYI officer may serve in his/her position no more than one full term.

810.203 Elections

1. Global NYI officers are elected by the Global NYI Convention. The elected officers serve for a four-year term, from the close of the General Assembly until the close of the following General Assembly.
2. The various regional caucuses at the Global NYI Convention nominate the global NYI officers. A caucus may submit up to two nominees for each position, selected by majority vote of the caucus. The officers are then elected by majority vote by ballot of the Convention from the nominations submitted by each regional caucus.
3. A vacancy occurs in the position of global NYI president or vice president when he/she resigns from office or is removed from office by two-thirds majority vote of the Global NYI Council due to neglect of duties or inappro-

private conduct. In the case of a vacancy among the global NYI officers during a quadrennium, such vacancies are filled according to the following sequence:

- a. The Executive Committee of the Global NYI Council, serving as a nominating committee, submits two or more nominees to the responsible general superintendent for NYI;
- b. After consultation with the Board of General Superintendents, the responsible general superintendent brings a ballot of approved nominees to the Global NYI Council;
- c. Election is by two-thirds majority vote of the members of the Global NYI Council.

810.204 Responsibilities

1. The responsibilities of the global NYI president include:
 - a. Providing vision and leadership to NYI in collaboration with the Director of NYI and NYI and church leaders at every level.
 - b. Presiding at the meetings of the Global NYI Convention and the meetings of the Global NYI Council.
 - c. Advancing the interest of the global NYI and the work of NYI around the world.
 - d. Representing NYI as a member of the General Board of the Church of the Nazarene, with the approval of the General Assembly following election.
 - e. Representing NYI as a member of the General Assembly at the close of his/her term.
 - f. Carrying out other duties as assigned by the Global NYI Council and Convention.
2. The responsibilities of the global NYI vice president include:
 - a. Cooperating with the president in every way possible to carry out effective youth ministry globally.
 - b. Ensuring accurate records of all proceedings of the Global NYI Convention and all meetings of the Global NYI Council are kept for submission to the General Board through the Global Ministries Services Committee and to the General Assembly.

- c. Chairing the Global NYI Council, providing alternate representation on any boards or councils, and fulfilling any designated duties in the absence of the global NYI president.
- d. Conducting the election of a new global NYI president in the event of a vacancy, or assisting a region in the election of a new regional NYI president. Should there be a vacancy in the office of global NYI vice president, the global NYI president fulfills this function.
- e. Carrying out other duties as assigned by the Global NYI Council and Convention.

810.205 Paid Staff

1. The responsible general superintendent for NYI and the General Board assign the responsibility for the global NYI to the Director of NYI. The Director of NYI is subject to the oversight of the Board of General Superintendents. The importance of the global NYI president remains, in providing additional leadership, support, and global representation for NYI. The Director of NYI and global NYI president, in consultation with the responsible general superintendent for NYI and the Global NYI Council, work together to define how they work together for the benefit of youth ministry.
2. The Board of General Superintendents elects the Director of NYI. When a vacancy occurs in the position, it is filled according to the following sequence:
 - a. The responsible general superintendent nominates the Director of NYI, in consultation with the Global NYI Council and Board of General Superintendents.
 - b. A ballot is then presented to the Global NYI Council for approval by majority vote. The ballot is then referred to the Global Ministries Services Committee of the General Board for approval by majority vote, and finally to the Board of General Superintendents for election.
3. The Global NYI Council approves by majority vote the nomination of the responsible general superintendent for NYI of an incumbent Director of NYI at the first sched-

uled meeting following the General Assembly, who is then approved by majority vote of the Global Ministries Services Committee of the General Board and elected by the Board of General Superintendents.

4. The director of NYI may not serve as an elected global NYI officer.
5. The director of NYI serves *ex officio* on the Global NYI Council, the Executive Committee, all regional councils, and other global NYI committees as appointed.

Council

810.206 Composition

1. The Global NYI Council is composed of the global NYI officers, the Director of NYI, all regional NYI presidents from outside the USA and Canada, and two regional NYI presidents representing regions within the USA and Canada.
2. Three youth members-at-large also serve as members of the Global NYI Council. One member-at-large is to be between the ages of 12 and 14 inclusive at the time of election, one between the ages of 15 and 18 inclusive at the time of election, and one between the ages of 19 and 23 inclusive at the time of election.
3. Regional NYI coordinators and the NYI USA/Canada coordinator serve *ex officio* on the Global NYI Council. Other appointed persons as deemed necessary by the Global NYI Council may be appointed to serve as non-voting members of the council.
4. All Global NYI Council members must be members of NYI and the Church of the Nazarene.

810.207 Elections

1. Regional NYI presidents are elected by majority vote of the Regional Caucus at the Global NYI Convention and approved by majority vote of the convention. At least two names are submitted to the caucus for each position. When circumstances prohibit a majority of elected dele-

gates from attending the Global NYI Convention, an election may be held by postal/electronic ballot of the elected delegates of a region within six months prior to the Global NYI Convention, when approved by the Regional NYI Council, the regional director (where applicable), and the Global NYI Council.

2. An incumbent regional NYI president who has served one term may be elected by a "yes" or "no" vote, when such a vote is recommended by the Regional NYI Council and approved by two-thirds vote of the Regional Caucus and by the Convention. No person may serve in the office of regional NYI president for more than two full terms.
3. The various regional caucuses at the Global NYI Convention nominate youth members-at-large to serve on the Global NYI Council. A caucus may submit up to two nominees for each position, selected by majority vote of the caucus. Council members-at-large are then elected by majority vote by ballot of the Convention from the nominations submitted. No person may serve as a youth member-at-large for more than one term.
4. The members of the Global NYI Council serve until the close of the following General Assembly.
5. A vacancy among Global NYI Council members occurs when a member resigns from office, is removed from office by two-thirds majority vote of the Global NYI Council due to neglect of duties, inappropriate conduct, or, in the case of regional NYI presidents, changes residence or church membership from their region or is removed by the Regional NYI Council. Should a vacancy occur among youth members-at-large, the Global NYI Council fills the vacancy by majority vote from two or more nominations submitted by the Executive Committee, acting as a nominating committee. In the case of a vacancy in the office of regional NYI president during the quadrennium, the region elects a new president as follows:
 - a. When a special meeting of the Regional NYI Council is possible, such a meeting for the purpose of election may be conducted. A regional NYI Nominating Committee appointed by the global NYI vice president

submits at least two nominees to the Regional NYI Council for election by two-thirds majority vote. The global NYI vice president or his/her appointed designee, or the regional director (where applicable) chairs this special meeting.

- b. When a special meeting is not practical, the global NYI vice president may conduct the ballot by postal, telephone, or electronic means.
- c. A vacancy among the two regional NYI presidents representing the USA and Canada on the Global NYI Council is filled by majority vote of the USA/Canada regional NYI presidents.

810.208 Responsibilities

1. The Global NYI Council, in collaboration with the Director of NYI and NYI staff, establishes procedures for global NYI programs and events and gives direction and support to the development of youth ministry resources for all levels of NYI, subject to approval of the responsible general superintendent for NYI and the General Board. These NYI ministry programs, events, and resources designed to reach young people for Christ and respond to their spiritual growth needs are facilitated through the Director of NYI and NYI leadership around the world.
2. The Global NYI Council provides a forum for the support and development of effective youth ministry programs, events, and resources at the regional level, consistent with the mission and vision of NYI.
3. The Global NYI Council provides an avenue for the representation of regional, district, and local levels of NYI by council members to the NYI staff. Council members also represent the global NYI by initiating contact with their region, districts, and local churches on behalf of the Global NYI Council and the Nazarene Youth International Office.
4. The Global NYI Council assists in the planning and administration of the quadrennial Global NYI Convention.
5. The Global NYI Council gives input to the youth area of the Sunday School/Bible studies/small groups and helps promote growth in enrollment and attendance for youth

- and training for youth Sunday School/Bible study/small group teachers and leaders globally, in cooperation with Sunday School and Discipleship Ministries International.
6. The Global NYI Council reviews the annual budget and expenditures of the NYI office provided through the General Board.
 7. The Global NYI Council directs and reviews the expenditure of funds provided through NYI events and partnerships subject to the approval of the responsible general superintendent.

810.209 Committees

1. The Executive Committee consists of the elected Global NYI officers, the Director of NYI, and three other members of the council elected by majority vote of the council. The Executive Committee may conduct the business of the Global NYI Council when it is impractical or impossible to convene the entire council. All actions of the Executive Committee are communicated to the remaining members of the council and are subject to the approval of the entire council at its next meeting.
2. The Global NYI Council may establish specific ministry committees as necessary for advancing its work.

810.210 Paid Staff

1. The Director of NYI is subject to the oversight of the Board of General Superintendents and reports to the Global Ministries Services Committee. The Global NYI Council may recommend revisions to these duties to the responsible general superintendent for NYI.
2. The Director of NYI, in consultation with the Global NYI Council, designates the responsibilities of paid staff of NYI, including those assigned to serve the USA and Canada. The Global NYI Council and NYI Office staff work in cooperation and harmony with each other.
3. The Director of NYI, in consultation with the responsible general superintendent and the NYI USA/Canada Council, designates an NYI USA/Canada coordinator. The USA/Canada coordinator works in cooperation and harmony with the NYI USA/Canada Council.

4. Regional NYI coordinators outside of the USA and Canada work in cooperation and harmony with the Global NYI Council, the Director of NYI, and their regional director.
5. The director of NYI may not serve as the Global NYI president.

Meetings

810.211 Global NYI Meetings

1. To provide effective ministry to young people, global NYI ministry may involve a variety of gatherings for worship, teaching, training, fellowship, and evangelism. Global NYI leadership works together with regional, district, and local NYI leadership to plan ministry globally, related to specific groups, and geared to multiple regions, so that youth ministry in the Church of the Nazarene may be most effective.
2. Global NYI leaders and staff are actively involved with NYI on every level as a resource for effective ministry.

810.212 Global NYI Council Meetings

1. The Global NYI Council meets annually to advance the mission and vision of NYI. The meeting is scheduled in connection with the annual meeting of the General Board.
2. The global NYI officers or Director of NYI may call special meetings as necessary, in consultation with the responsible general superintendent for NYI.

810.213 Global NYI Convention

1. A quadrennial Global NYI Convention provides for inspirational sessions and programs to advance youth ministry around the world. Reports are received, leadership is elected, and any legislative business pertaining to the work of NYI is transacted at the Global NYI Convention.
2. The Board of General Superintendents sets the length of the Convention and the time it convenes, from recommendations of the Global NYI Council to the General Assembly Program Committee. The global NYI officers, Director

- of NYI, and NYI staff and coordinators oversee the convention, with the assistance of the Global NYI Council.
3. All delegates of the Global NYI Convention must be members of the Church of the Nazarene and Nazarene Youth International and 12 years of age or older at the time of the Global NYI Convention. Additionally, each district NYI delegate must be a member of and reside on the district he/she represents at the time of the convention.
 4. The Global NYI Convention is composed of the global NYI officers and members-at-large, the Director of NYI, duly elected executive regional officers (no more than three), the regional coordinators, field, national, and district NYI coordinators, and district NYI delegates as follows:
 - a. Districts with 1,000 or fewer NYI members may send the following delegates:
 - (1) The district NYI president serving at the time of the Global NYI Convention;
 - (2) One ministerial delegate active in NYI leadership who is an assigned elder, deacon, or district-licensed minister;
 - (3) One lay delegate over the age of 23 at the time of the Global NYI Convention who is active in NYI leadership; and
 - (4) One youth delegate between the ages of 12 and 23 at the time of the Global NYI Convention who is active in NYI.
 - b. In addition, a district may send an additional ministerial delegate, lay delegate, and youth delegate between the ages of 12 and 23 at the time of the Global NYI Convention, for each successive 1,500 NYI members and/or the final major part of 1,500 members (751-1,499 members).
 - c. The size of the district delegation is based on the district NYI membership report for the District Assembly in the calendar year immediately prior to the Global NYI Convention.
 - d. All district delegates are to be elected by ballot by majority vote at a session of the District NYI Convention within 18 months of the Global NYI Convention or within 24 months in areas where travel visas or ex-

- tensive preparations are necessary. Alternate delegates may be elected after elected delegates on another ballot from the remaining nominations by plurality vote, with first alternate, second alternate, third alternate, etc., designated by the number of votes received. Delegates and alternates must be elected by December 31 of the year prior to the Global NYI Convention.
- e. The student body president of each Nazarene university, college, or theological school, may also serve as a delegate, as a representative of the partnership of NYI with his/her institution. Should he/she be unable to serve or attend, a representative selected by the student government may provide alternate representation.
 5. In the case of districts without an organized NYI (no District NYI Convention), Global NYI Convention representation may be comprised of one delegate of NYI membership age chosen by the District Assembly. Should a delegate withdraw prior to the convention, the District Advisory Board may appoint a qualified delegate.
 6. The bar of the Global NYI Convention is set to enable all duly elected delegates to participate in the voting of the Global NYI Convention. This voting will take place by the voting procedures established by the Convention Business Committee.
 7. A caucus for each region is held during the Global NYI Convention and is composed of the Regional NYI Council, the regional director and regional NYI coordinator (where applicable), and elected district NYI delegates from that region.

Number of members	Number of delegates*	Number of members	Number of delegates*
4-1750	3	4751-6250	12
1751-3250	6	6251-7750	15
3251-4750	9	7751-9250	18

*Number of elected delegates from a district NYI does not include *ex officio* delegates (district NYI president, regional NYI presidents and coordinators, global officers and members-at-large from a district, etc.).

Ministries**810.214 Evangelism**

Nazarene Youth International at the global level develops and implements a variety of ongoing ministries and special events to reach young people for Christ.

810.215 Discipleship

Nazarene Youth International at the global level develops and implements a variety of ongoing ministries and special events to nurture and challenge young people to grow as disciples of Christ in personal devotion, worship, fellowship, ministry, and leading others to Christ.

810.216 Leadership Development

Nazarene Youth International at the global level develops and implements a variety of ongoing ministries and special events to mentor and equip young people to be leaders for Christ and His church.

Revisions**810.217 Provision**

1. The Nazarene Youth International Charter and Global Ministry Plan provide the structure for organization, function, and leadership of NYI at the global level. The Global NYI Convention may revise the NYI Charter and Global Ministry Plan in response to youth ministry needs around the world through submitted resolutions. All amendments to the Global Ministry Plan must be consistent with the NYI Charter and the *Manual of the Church of the Nazarene*.
2. Any area not covered by the NYI Charter or Global Ministry Plan is under the authority of the Global NYI Council and the Director of NYI.

810.218 Process

1. The Global NYI Council, in cooperation with the Director

- of NYI, establishes and publicizes the process for amending the Global Ministry Plan and the Nazarene Youth International Charter through submitted resolutions.
2. Any District NYI Council, Regional NYI Council, the Global NYI Council, or at least six sponsoring delegates to the Global NYI Convention may submit these resolutions. Resolutions must be in proper resolution form and received by the stated deadline.
 3. The NYI office must receive all resolutions at least thirty days prior to the annual meeting of the Global NYI Council in the year of the Global NYI Convention.
 4. Resolutions must be distributed in written form to Global NYI Convention delegates prior to the Global NYI Convention.
 5. Resolutions are considered first by the Global NYI Council and by a Resolutions Committee of the Global NYI Convention, composed of up to two NYI delegates appointed from each region by the Regional NYI Council. Those resolutions receiving a majority vote of either body to recommend their approval are then considered by the Convention.
 6. Resolutions must be approved by a two-thirds majority vote of all delegates present and voting at the Global NYI Convention.
 7. All approved changes in the Nazarene Youth International Charter and Global Ministry Plan become effective no later than 90 days following the Global NYI Convention. The revised document must be distributed in written form prior to taking effect.

CHAPTER II

811. NAZARENE MISSIONS INTERNATIONAL
CONSTITUTION**Article I. Name**

The name of this organization shall be Nazarene Missions International (NMI) of the Church of the Nazarene.

Article II. Purpose

The purpose of this organization shall be to mobilize the church in mission through praying, discipling, giving, and educating.

Article III. Structure**Section 1. Local**

The local Nazarene Missions International (NMI) shall be an organization of the local church and shall work cooperatively with the pastor and Church Board through the Local NMI Council.

A local NMI may choose to have one or more groups to further the purpose of NMI (e.g., Sunday School classes/Bible studies/small groups, children's church, youth groups, chapters, special missions emphasis focus, etc.). Such groups and the appointment/election of officers shall be authorized by the Local NMI Council with approval by the pastor and the respective related leaders.

Section 2. District

The district Nazarene Missions International (NMI) shall be an organization of the _____ District and work cooperatively with the district superintendent, District Advisory Board, and other district-related leaders through the District NMI Council.

All local NMI organizations within the boundaries of _____ District shall constitute the district NMI.

Section 3. Global

The global Nazarene Missions International (NMI) shall be an organization of the Church of the Nazarene and work cooperatively with the Global NMI Council, the Global Mission office, the Global Ministries Services Committee of the General Board, and the general superintendent in jurisdiction.

All district and local NMI organizations shall constitute the global NMI.

Article IV. Membership

- A. **Members:** Any person who is a member of the Church of the Nazarene and supports the Nazarene Missions International (NMI) purpose may be a member of NMI in that local church.
 - 1. Voting and holding office shall be limited to members who are 15 years of age or older, except in children's and youth groups.
 - 2. Unless otherwise stated in this constitution, reference to "members" means NMI members who are members of the church.
- B. **Associate Members:** Any person who is not a member of the Church of the Nazarene and supports the NMI purpose may be an associate member of NMI.

Article V. Councils and Officers**Section 1. Local Council**

- A. **Purpose:** The Local Council shall promote the purpose of Nazarene Missions International (NMI) in the local church.
- B. **Composition**
 - 1. The Council shall have four officers: a president, a vice president, a secretary, and a treasurer.
 - 2. Council members shall be responsible to mobilize the church in mission through praying, discipling, educating and giving. A council member may hold more than one position but only have one vote.
 - 3. The Executive Committee shall be the pastor (ex officio), NMI officers, and two other council members.

4. Any District NMI Council member shall be an ex officio member of the Local NMI Council with the approval of the Local NMI Council.
- C. Nominations, Elections, Appointments, and Vacancies
1. Nominations: The Council shall be nominated by a committee of not less than three and no more than seven members of the NMI. The pastor shall appoint the nominating committee and serve as the committee chairman. All nominees shall be NMI members of the local Church of the Nazarene.
 2. Elections: The officers and a minimum of two additional council members shall be elected at the annual meeting and shall begin serving on the first day of the new church year after the election. If a local church has a unified treasurer who accounts for church funds, including NMI monies, and who has been elected by the Church Board, that person shall be the NMI treasurer as an ex officio member of the Local NMI Council with all rights and duties, unless otherwise specified by the Local Council.
 - a. President
 - (1) The nominating committee shall submit one or more names for the office of president, subject to the approval of the Church Board.
 - (2) Incumbent nominees may be reelected by a yes/no ballot when such election is recommended by the nominating committee and approved by the pastor.
 - (3) The president shall be elected by a majority vote by ballot of the members present and voting for a term of service of one or two church years. The NMI Council and the pastor shall recommend the length of the term of service.
 - b. Each of the remaining officers shall be elected by ballot for a term of service of one or two church years, the length of the term to be recommended by the NMI Council and the pastor, by
 - (1) A plurality vote; or
 - (2) A yes/no vote, when such a vote is recommend-

- ed by the nominating committee and approved by the pastor.
- c. Additional council members, whose length of service shall be one church year, may be:
 - (1) Elected to specific responsibilities, or
 - (2) Elected to the Council as a whole with responsibilities to be determined later, or
 - (3) Appointed by the Executive Committee.
 - d. Delegates and alternates to the District Convention shall be elected by ballot at the annual meeting by a plurality vote. Alternates may be elected on a separate ballot, or at the recommendation of the Local Council, on the same ballot as the delegates. (See Article VI, Section 2, A.3. for determining the number of delegates.)
3. Appointments: In consultation with the pastor, additional council members may be appointed by the Executive Committee to a term of service of one church year and shall begin serving on the first day of the new church year or at any time after the appointment is made.
4. Vacancies
- a. President: The Executive Committee shall nominate one or more names with the approval of the Church Board. Election shall be by ballot with a majority vote of the NMI members at any regular or called meeting.
 - b. Other Executive Committee members: The Executive Committee shall nominate one or more names. Election shall be by ballot by a plurality vote of the local NMI members at any regular or called meeting. If a local church has a unified treasurer, that vacancy shall be filled by the Church Board.
 - c. Other council members: The Executive Committee shall fill any vacancy by appointment.
- D. Duties of Council Members
- 1. President
 - a. Directs the work of NMI in the local church.
 - b. Presides at all regular and special meetings of NMI.

- c. Promotes, or delegates responsibility for, all emphases not assigned by election or council action.
 - d. Prepares an annual budget for approval by the Local NMI Council and Church Board.
 - e. Submits annually written reports to the local NMI, the annual church meeting, the pastor of the local church, and the district NMI secretary.
 - f. Serves as an ex officio member of the Church Board, Sunday School and Discipleship Ministries International Board, District NMI Convention, and District Assembly. In the case where the pastor's spouse serves as the local president, if he or she so desires not to serve on the Church Board, the vice president is authorized to serve on the Church Board in the president's place.
2. Vice President
 - a. Performs all duties of the president when the president is absent.
 - b. Serves in other areas as assigned by the Local NMI Council.
 3. Secretary
 - a. Conducts the correspondence of the NMI, keeps statistical records, and records the minutes of all business meetings.
 - b. Keeps a complete list of all NMI members.
 4. Treasurer
 - a. Keeps an accurate account of all funds collected and expended.
 - b. Ensures all offerings are sent to the designated treasurers in a timely manner.
 - c. Furnishes the Council and, where applicable, the local church treasurer with all reports.
 5. Executive Committee
 - a. Appoints additional council members or fills vacancies on the Council.
 - b. Transacts business between council meetings.
 - c. Nominates one or more names for president if a vacancy occurs between annual meetings.
 6. Other Council Members

- a. Promote the emphases and/or responsibility to which they are assigned (see *NMI Handbook*).

Section 2: District Council

- A. Purpose: The District Council shall promote the purpose of Nazarene Missions International within the district.
- B. Composition
 1. The Council shall have four officers: a president, a vice president, a secretary, and a treasurer.
 2. Council members shall be responsible to mobilize the church in mission through praying, discipling, giving, and educating. A council member may hold more than one position but have only one vote.
 3. Executive Committee shall be the district superintendent, NMI officers, and three other council members.
- C. Nominations, Elections, Appointments, and Vacancies
 1. Nominations: The Council shall be nominated by a committee of not less than five (5) members of the NMI. The District Executive Committee shall appoint the nominating committee. The district superintendent shall serve as the committee chairman for the nomination of the district president. Upon approval of the district superintendent, the district NMI president may serve as chairman of the nominating committee for other nominations. All nominees shall be NMI members of a local Church of the Nazarene on the district where they will serve.
 2. Elections: The president and at least four additional council members, one of which will be designated as vice president, shall be elected by ballot at the annual District Convention. (These four council positions do not include the secretary and treasurer. See Article V, Section 2, C., 2.c.) The term of service shall be one or two convention years. A convention year is from the adjournment of the District Convention to the adjournment of the next District Convention.
 - a. President
 - (1) The nominating committee shall submit at least two or more names for the office of presi-

- dent except when nominating an incumbent president for another term.
- (2) Incumbent nominees may be reelected by a yes/no ballot when such election is recommended by the District Council and approved by the district superintendent.
 - (3) The president shall be elected by a two-thirds favorable vote of the members present and voting for a term of service of one or two convention years or until the successor has been elected. The District NMI Council and the district superintendent shall recommend the length of the term of service.
- b. Vice president shall be elected by ballot in one of the following ways:
- (1) To the specific responsibility with two names submitted for the office; or
 - (2) To the Council as a whole with specific council positions to be determined by the Council; or
 - (3) A yes/no vote upon the recommendation of the nominating committee and approval of the district superintendent.
- c. Secretary and treasurer shall be elected by ballot by:
- (1) The District Convention. With the recommendation of the nominating committee and approval of the district superintendent, election may be by a yes/no ballot for one or two convention years; or
 - (2) The newly elected District Council upon the recommendation of the nominating committee and approval of the district superintendent. With the recommendation of the nominating committee and approval of the district superintendent, election may be by a yes/no ballot for one or two convention years.
 - (3) If a district has a unified treasurer who accounts for district funds, including NMI monies, that person shall be the NMI treasurer as an ex officio member of the District

NMI Council with all rights and duties, unless otherwise specified by the District Council.

- d. Three council members, in addition to the officers, shall be elected by ballot for one or two convention years with responsibilities to be determined by the Council. The nominating committee and the district superintendent shall recommend the length of the term of service.
- e. Additional council members, including NMI zone or area coordinators, may be:
 - (1) Elected to specific responsibilities; or
 - (2) Elected to the Council as a whole with responsibilities to be determined later by the Council; or
 - (3) Appointed by the Executive Committee or District Council as determined by the Executive Committee.

The term of service shall be one or two convention years. The nominating committee and district superintendent shall recommend the length of the term of service.

- f. Youth representatives
 - (1) The District Convention may elect by ballot one and not more than two youth members to the District Council; or
 - (2) The newly elected District Council may elect one and not more than two youth members to the District Council.
 - (3) Nominations may be requested from the District Nazarene Youth International Executive Committee.
 - (4) Term of service shall be for one convention year.
 - g. The three Executive Committee members other than the officers shall be elected by ballot by the District Council for a term of service of one convention year or until their successors are elected.
3. Appointments: In consultation with the district superintendent, additional council members may be ap-

pointed by the Executive Committee or District Council as determined by the Executive Committee.

4. Vacancies

- a. President: The Executive Committee shall nominate two names. Election shall be by ballot with a majority vote of the District Council present and voting. The person elected shall serve until the adjournment of the next District Convention.
- b. Other council members: The Executive Committee or District Council shall fill any vacancy by appointment. The newly appointed council members shall serve until the adjournment of the next District Convention.
- c. Unified treasurer: If a district has a unified treasurer, that vacancy shall be filled by the District Advisory Board.

D. Duties of Council Members

1. President

- a. Directs the work of NMI on the district.
- b. Presides at all meetings of the District Council, Executive Committee, and the District Convention.
- c. Promotes, or delegates responsibility for, all emphases not assigned by election or council action.
- d. Prepares an annual budget for approval by the district finance committee.
- e. Submits annually a written report to the District NMI Convention and to the Global NMI Council regional representative.
- f. Serves as an ex officio member of the district committee referenced in *Manual* paragraph 207.

2. Vice President

- a. Performs all duties of the president when the president is absent.
- b. Serves in other areas as assigned by the District NMI Council.

3. Secretary

- a. Conducts the correspondence of the NMI and records the minutes of all business meetings.
- b. Sends report forms annually to local NMI presidents.

- c. Compiles statistical records and submits an annual report to the district president, global NMI director, Global Council representative, and where applicable the regional NMI coordinator for Global Mission regions.
4. Treasurer
 - a. Keeps an accurate account of all funds collected and expended.
 - b. Remits funds to designated treasurers in a timely manner.
 - c. Furnishes regular itemized reports to the District Council and prepares an annual report for the District Convention.
 - d. Arranges with appropriate district personnel the annual audit of the district NMI treasurer's books.
5. Executive Committee
 - a. Appoints additional District Council members or fills vacancies on the Council.
 - b. Transacts business between council meetings.
 - c. Nominates two names for president if a vacancy occurs between annual conventions.
6. Other Council Members
 - a. Promote the emphases and/or responsibility to which they are assigned (see *NMI Handbook*).

Section 3: Global Council

- A. Purpose: The Global NMI Council shall promote the purpose of Nazarene Missions International.
- B. Composition
 1. The Global NMI Council shall be composed of the director of Global Mission, the global NMI director, global NMI president, and one representative from each region in the Church of the Nazarene.
 2. The Executive Committee shall be composed of the director of Global Mission, the global NMI director, the global NMI president, the global NMI vice president, the global NMI secretary, and one other council member.
- C. Nominations, Elections, and Vacancies
 1. Nomination and Election of Global Director

- a. The global director shall be nominated by the director of the Global Mission office in consultation with the general superintendent in jurisdiction for the Global Mission office.
 - b. The Global Council shall approve the nominated global director by a majority vote by ballot.
 - c. The Global Mission Committee of the General Board shall approve the nomination by a majority vote by ballot and recommend the nominee to the Board of General Superintendents.
 - d. The Board of General Superintendents shall elect the global director.
2. Nomination and Election of Global President
- a. A nominating committee composed of the global director, three regional representatives from the Global Council, and five non-Global Council members shall be appointed by the Executive Committee. No two members of the nominating committee may be from the same region.
 - b. The global director shall serve as chairman of the nominating committee.
 - c. The committee shall submit the names of two and not more than three persons for global president. The nominees shall be approved by the Board of General Superintendents.
 - d. From these nominees the Global Convention shall elect a global president by a two-thirds vote by ballot.
 - e. The global president shall serve for a four-year term, from the close of the General Assembly until the close of the following General Assembly.
 - f. The global president shall be limited to two full terms of service. A term of service shall be one quadrennium. If a person is elected to fill a vacancy in the office of global president, that person is also eligible to serve two full terms.
3. Nomination and Election of Global Council Members
- a. Each District NMI Council may submit one or two names to the Global NMI Office from its region as the regional representative for a nominating ballot.

- (1) These persons shall be members and residents of the region they will represent, except in the case where the council member moves from that region within six months prior to the Global Convention.
 - (2) This provision does not apply to anyone whose home residence is just across a regional boundary from the place of church membership.
 - b. From these names on the nominating ballot, each region in caucus at the Global NMI Convention shall choose by ballot two nominees. The two with the highest number of votes shall be declared the nominees; however, the two nominees shall not be from the same district. If this happens, the person with the second highest number of votes is replaced by the person with the next highest number of votes from a different district.
 - c. The region in caucus shall then elect one person by a majority vote to represent the region on the Global Council.
 - d. Council members shall serve for a four-year term, from the close of the General Assembly until the close of the following General Assembly.
 - e. The term of service shall be limited to two full terms. A term of service shall be one quadrennium. If a person is elected to fill a vacancy of a Global Council member, that person is also eligible to serve two full terms.
4. Nomination and Election of Executive Committee
 - a. The Global Council shall in its first meeting nominate and elect a vice president, a secretary and one additional member for the Executive Committee.
 - b. Election shall be by ballot by a majority vote of those present and voting.
 5. Nomination and Election of NMI Representative to General Board
 - a. The Global Council shall nominate two members of the Council to represent NMI on the General Board of the Church of the Nazarene.

- b. The General Assembly shall elect the NMI representative by ballot.
6. Vacancies
- a. If a vacancy occurs in the office of global president between Global Conventions, a new global president shall be elected from nominees selected by the Executive Committee in consultation with the general superintendent in jurisdiction by a two-thirds vote of the Global Council. The person will perform the duties of the global president until adjournment of the next General Assembly. The question of calling for an election to fill the vacancy shall be decided by the Global Council in consultation with the general superintendent in jurisdiction.
 - b. If a vacancy occurs on the Council between Global Conventions, each District Executive Committee on the region concerned shall be requested to submit one nominee from the region to the Global Executive Committee. From these names, the Global Executive Committee shall present two names as nominees. The vacancy shall then be filled by a majority vote by the district NMI presidents on the region. The question of calling for an election to fill the vacancy shall be decided by the Global Council Executive Committee in consultation with the general superintendent in jurisdiction.
 - c. If a vacancy occurs in the office of global director, the same process will be followed for the nomination and election of the global director (see Article V, Section 3., C.1).
 - d. If a vacancy occurs in the Executive Committee between Global Conventions, the Global Council shall nominate two people. The vacancy shall be filled by a majority vote by ballot of the Global NMI Council.
 - e. If a vacancy occurs in the NMI representative to the General Board, the Global Executive Committee shall submit two nominees after consultation with the general superintendent in jurisdiction and the approval of the Board of General Superin-

tendents. The Global NMI Council shall elect the General Board representative by a majority vote.

D. Duties

1. Global Council Members
 - a. Cooperate with the global NMI director in developing NMI policy and program.
 - b. Promote the total program of the NMI in the geographic region they represent.
 - c. Submit a report of the NMI work in the region to each Global Council meeting.
 - d. Nominate two members of the Council for election by the General Assembly as the NMI representative on the General Board.
 - e. Act on any legislation passed by the General Assembly relevant to regional representation.
 - f. Elect a vice president, a secretary, and another member from the Council to the Executive Committee.
2. Global Director
 - a. Serves as the executive officer of NMI.
 - b. Advances the mission interests of NMI throughout the districts around the world in cooperation with the Global Council.
 - c. Interprets the *NMI Handbook and Constitution*.
 - d. Directs the personnel and business of the Global Office.
 - e. Serves as editor-in-chief of all NMI publications.
 - f. Directs the compilation and maintenance of records and reports.
 - g. Makes an annual financial and statistical report to the Global Council, the Global Ministries Services Committee, and the General Board.
 - h. Prepares a condensed report of business transacted in each meeting of the Council for approval by the Global Ministries Services Committee of the General Board.
 - i. Directs the organization and program of the Global Convention in collaboration with the Global Council.
 - j. Prepares the Global Convention report, both financial and statistical, with a condensed version through the Global Mission office for the General Assembly.

- k. Serves as an ex officio member of the General Assembly.
- 3. Global President
 - a. Presides at the meetings of the Global Council, Executive Committee, and the Global Convention.
 - b. Promotes the purpose and programs of NMI.
- 4. Vice President
 - a. Performs the duties of the president when the president is absent.
- 5. Executive Committee
 - a. Transacts business between council meetings.
 - b. Nominates two names for global president if a vacancy occurs between Global Conventions.
 - c. Nominates two names for a vacancy on the Executive Committee.
 - d. Appoints the nominating committee for global president.

Article VI. Meetings

Section 1. Local Meetings

A. Monthly

There shall be one or more meetings for mission information, inspiration, and prayer held each calendar month.

- 1. Meetings may take the form of mission services, mission speakers, mission lessons, mission activities and events, mission moments, NMI emphases, etc.
- 2. The NMI president and the Council shall work in cooperation with the pastor in planning mission education and involvement for the local church.

B. Annual

- 1. The annual meeting shall be held no later than 30 days prior to the District Convention to elect the Executive Committee/Council for the next church year and the delegates to the District Convention.
- 2. Voting and election to the Local Council shall be limited to NMI members who are 15 years of age or older.

C. Council Meetings

The Local Council shall meet at least quarterly to plan,

report, evaluate, inform, inspire, and carry out the work of the local organization. A majority of council members shall constitute a quorum.

Section 2. District Meetings

A. Convention

1. There shall be an annual District Convention to report, pray, inform, inspire, present plans, and conduct business pertaining to the organization.
2. The time and place of the Convention shall be decided by the District Council in consultation with the district superintendent and shall be held within 30 days prior to the District Assembly.
3. Membership
 - a. Only members of the respective district shall be eligible to serve as ex officio or elected delegates.
 - b. Ex officio members of the Convention shall be District NMI Council; district superintendent; all assigned ministers and full-time salaried associate ministers of local churches; lay members of the District Advisory Board; the local NMI presidents of the assembly year just ending, and newly elected NMI presidents or newly elected vice presidents if the newly elected president cannot attend; Global NMI Council member; retired assigned ministers; retired missionaries, missionaries on home assignment, and missionary appointees; and any former district presidents who reside on the district that they served.
 - c. Elected delegates from each local church shall be NMI members (15 years of age or older). The number of elected delegates shall be based on the following formula: two delegates (excluding associate members) from each local NMI of 25 members or fewer, and one additional delegate for each additional 25 members or major portion thereof. Membership shall be based on the NMI membership reported at the local NMI annual meeting when elections take place. The local NMI nominating committee shall nominate delegates.

4. The delegates present shall constitute a quorum.

B. Council

The District Council shall meet at least biannually to transact business in the interim between the annual District Conventions. A majority of council members shall constitute a quorum.

Section 3. Global Meetings

A. Convention

1. There shall be a Global Convention of Nazarene Missions International immediately preceding the General Assembly to report, pray, inform, inspire, present plans, and conduct business pertaining to the organization. A majority of registered delegates shall constitute a quorum.
2. The time and place of the convention shall be decided by the Global Council in consultation with the general superintendent in jurisdiction. The Global NMI Council shall approve official locations and shall ensure implementation of practical arrangements.
3. Membership
 - a. Ex officio members of the Global Convention shall be members of the Global Council; regional NMI coordinators of Global Mission regions; district NMI presidents, or in the event a district president cannot attend, the district vice president may be allowed to represent that district; and the NMI president of each Phase I district, or if the president cannot attend, the president, with the approval of the district superintendent, may designate an alternate to be seated.
 - b. Delegates and alternates to the Global Convention shall be elected by ballot at a District Convention. Alternates may be elected on a separate ballot or at the recommendation of the District Council on the same ballot as the delegates. Delegates and alternates may be elected by a plurality vote by ballot on approval by a two-thirds vote of the District Convention upon recommendation of the District Council.

- cil. (See Article VI, Section 3.A, 3.c. for determining the number of delegates and time of election).
- c. Elected delegates to the Global Convention shall be based on the following formula: two delegates from each Phase 3 and Phase 2 district of 1,000 or fewer NMI members, excluding associates, and one additional delegate for each additional 700 members or major portion thereof. Membership shall be based on the NMI membership reported at the District Convention when elections take place. The district NMI nominating committee shall nominate delegates. (See *Manual* paragraph 200.2 for definition of district phases.)
 - d. One global missionary delegate for every Global Mission region of 50 or fewer missionaries, or two global missionary delegates for each region with 51 or more missionaries shall be nominated and elected from and by the assigned global missionaries serving in that region, by a method approved by the global NMI director's office.
 - e. Delegates are to be elected by ballot by the District Convention within 16 months of the Global Convention or within 24 months in areas where travel visas or other unusual preparations are necessary.
 - f. Any elected delegate shall be residing at the time of the Global Convention on the district where he or she held membership at the time of election. If any elected delegate moves off the district, the privilege of representing the former district is forfeited. This provision does not apply to anyone whose home residence is just across a district boundary from the place of church membership.
 - g. In the event that elected delegates or duly elected alternate delegates are unable to attend the Global Convention and this fact is identified after the last District Convention before the Global Convention, then replacement alternate delegates may be appointed by the District NMI Council.

B. Council Meetings

1. The Global Council newly elected at the Global Convention may meet before the adjournment of the General Assembly for the purpose of organization and planning.
2. The Global Council shall meet a minimum of three times during the quadrennium to transact business pertaining to the organization. A majority of council members shall constitute a quorum.

Article VII. Funds**Section I. Raised by Local Churches****A. World Evangelism Fund**

1. All funds raised for the World Evangelism Fund shall be sent to the general treasurer.
2. World Evangelism Fund (WEF) shall be raised in the following manner:
 - a. Regular WEF offerings
 - b. Easter and Thanksgiving offerings
 - c. The WEF portion of faith promise giving
 - d. Prayer and Fasting offerings

B. Approved Mission Specials

1. Opportunity shall be given to contribute to Approved Mission Specials over and above WEF giving.
2. Additional Approved Mission Specials may be approved and authorized by appropriate personnel at Nazarene Global Ministry Center.
3. The Global NMI Council shall authorize all Approved Mission Specials that are promoted and raised through NMI from the global level.

C. Funds Exclusive

1. No part of the World Evangelism Fund and Approved Mission Specials shall be used for local or district expense or charitable purposes.

D. Local Expense

1. A local expense fund shall be provided for NMI as determined by the Local NMI Council and approved by the Church Board.

2. A portion of the local expense shall be designated for the expenses of the District Convention delegates.

Section 2. Raised by the Districts

A. District Expense

1. A district expense fund shall be provided for NMI as determined by the District NMI Council and approved by the District Finance Committee.
2. A portion of the district expense fund shall be designated to pay for district delegate expenses to the Global Convention.
3. World Evangelism Fund and Approved Mission Specials shall not be used for district expense.

Section 3. Remuneration

- A. The ministry of NMI shall be a love service to the church. No salaries shall be paid at any level—local, district, and global—with the exception of the global director, who is employed by the General Board.
- B. Adequate remuneration shall be provided for the expenses of council members at all levels—local, district, and global.

Article VIII. Policies and Procedures

The Global NMI Council shall establish additional policies, procedures, and job descriptions for NMI to be contained in the *NMI Handbook* along with the NMI Constitution.

Article IX. Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised*, when not in conflict with applicable law, the Articles of Incorporation of the Church of the Nazarene, the NMI Constitution, and any other rules of order that NMI may adopt, shall govern the organization.

Article X. Amendments

The NMI Constitution may be amended by two-thirds favorable vote of members present and voting at a Global Convention of Nazarene Missions International and by the approval of the Global Ministries Services Committee of the General Board.

CHAPTER III

812. SUNDAY SCHOOL AND DISCIPLESHIP
MINISTRIES INTERNATIONAL BYLAWS

MISSION STATEMENT

The mission of Sunday School & Discipleship Ministries International (SDMI) is to carry out the Great Commission to children, youth, and adults in preparation for a lifetime of making Christlike disciples in the nations.

PURPOSE

The purpose of the Sunday School & Discipleship Ministries International is fourfold:

- A. To intentionally develop relationships with unreached people until they are Christlike disciples and making Christlike disciples.
- B. To teach the Word of God until children, youth, and adults are saved, sanctified wholly, and maturing in Christian experience.
- C. To help Christians grow spiritually involving them in evangelism, Christian education, and disciple making.
- D. To encourage children, youth, and adults to enroll in Sunday School/Bible studies/small groups and faithfully attend.

ARTICLE I. SDMI MEMBERSHIP

Responsibility List

Each local church should assume responsibility for reaching all unsaved persons in the community. Any group meeting weekly for a least a half hour to study biblical principles and approved curriculum shall be included in the Responsibility List reporting of the *Discipleship Ministries List* for Sunday School/Extended Ministries Responsibilities/Discipleship/Bible Study for all age groups (Lines 20-23, Annual Pastor's Report, APR).

Each teacher/leader is expected to be responsible for the spiritual welfare of those on his or her Responsibility List.

SECTION 1. Participants in the following ministries shall be included on the Responsibility List according to the following guidelines:

- a. Cradle Roll: Children under four years of age who, along with their parents, do not attend any SDMI ministry may be enrolled on the Responsibility List as Cradle Roll.
 1. The children are considered as prospects for the SDMI early childhood classes, and the parents as prospects in the corresponding adult ministries.
 2. The SDMI superintendent and the Children's Ministries International (CMI) Director, in consultation with the pastor, shall appoint a Cradle Roll director each church year who is responsible to visit and take program materials to these families.
 3. When they begin attending with some degree of regularity or reach age four, they should be transferred to the Responsibility List of the corresponding age-group class.
- b. Home Department: any person physically or vocationally unable to attend a regular SDMI ministry may be enrolled in the Home Department and listed on the Responsibility List according to the following guidelines:
 1. The SDMI superintendent and Adult Ministries International (AMI) Director, in consultation with the pastor, shall appoint a Home Department supervisor each church year whose responsibility is to visit and teach the Bible lesson each week.
 2. Those persons visited weekly and taught the Bible lesson shall be listed on the Responsibility List (Lines 20-23, APR) and included in the weekly regular SDMI attendance Lines 24 and 24a, APR).
- c. Nursing Home/Convalescent Center/Health Care Facility: Any resident confined to one of these centers who participates in a weekly study of approved curriculum sponsored by the local church may be listed on the Responsibility List (Lines 20-23, APR) and counted in the average weekly attendance (Lines 24 and 24a, APR).

- d. Church-Type Mission: Any group sponsored by the local church or district who meets weekly for at least a half hour in another location to study approved Sunday School curriculum with the goal of becoming an organized Church of the Nazarene shall be added to the Responsibility List (Lines 20-23, APR) and average weekly regular Sunday School attendance (Lines 24 and 24a) of the sponsoring church by designating name/location of the new work.
1. The attendance figures of any Church-Type Mission shall be listed with the regular monthly attendance report of the sponsoring church to the district and included in the monthly attendance total for the district.
 2. If a district or local church is promoting a group of church planting situations, these Church-Type Missions may be listed separately with their own name and location, if desired by the district.
- e. Childcare/Schools: Any group of students in a Nazarene childcare/school (birth-secondary) under the sponsorship of the local church not currently enrolled in a Nazarene SDMI ministry who actively participate in a weekly study of approved curriculum for at least a half hour shall be included on the Responsibility List (Lines 20 and 23, APR), and counted in the average weekly attendance (Lines 24 and 24a).

SECTION 2. Removal of Names

Once a person is listed on the Responsibility List, the local church should actively seek to minister to that person until he or she is brought into the fellowship of that church. Removing names should be done only with the approval of the pastor when:

- a. the enrollee moves out of town.
- b. the enrollee joins another Sunday School and or church.
- c. the enrollee specifically asks to have his or her name removed.
- d. the enrollee dies.

ARTICLE II. SDMI ATTENDANCE

The purpose of counting SDMI attendance in the local church is to measure the effectiveness of that church's effort to make Christlike disciples. All SDMI efforts should lead every person to become a disciple of Christ, a member of the church, and a disciple maker.

Attendance counts for SDMI ministries occurring on weekdays should be counted in the following Sunday's attendance.

Sunday School & Discipleship Ministries attendance is divided into two categories: regular Sunday School Sessions (Line 24a, APR) and Discipleship Groups (Small/Cell Groups) (Line 24b, APR). These categories shall be counted each week by the local church according to the guidelines listed below and in Article I, Section 1 above.

The global Sunday School & Discipleship Ministries International office needs monthly reports of the **Responsibility List** and average *weekly Discipleship Ministries* (Sunday School and Discipleship Groups—Small/Cell Groups) from each district in order to compile an accurate record of SDMI growth within the denomination each year (Lines 23 and 24, APR).

SECTION 1. Regular Sunday School Session. A regular Sunday School session shall be defined as an organized group of people who meet each week at a specified time and place. The purpose of this meeting is to make disciples through studying biblical principles, using Sunday School curriculum for at least a half hour. This will constitute the regular Sunday School weekly attendance (Line 24a APR).

- a. Attendance counts shall be closed no later than the halfway point of the regular Sunday School session. This shall also apply to unified/combined services, those occasions when the regular Sunday School session does not meet due to a special worship service.
- b. An enrollee in a local Sunday School shall be considered present in his or her local Sunday School when attending on that Sunday a local, zone, district, region, or general church-sponsored function such as a retreat,

assembly, camp meeting, etc., as long as he or she is not counted in another local Sunday School where he or she is attending. Such functions shall include at least a half hour of study of biblical principles.

- c. All regular Sunday School sessions shall be used in determining the average attendance for the year and that attendance shall be reported monthly to the district. For most churches, the number of Sunday School sessions held will be 52. The District SDMI Board, in consultation with the district superintendent, shall determine any valid exceptions.
- d. Attendance counts (Lines 20-24b, APR) from Home Department, Nursing Home/Convalescent Center/Health Care Facility, Church-Type Missions, Nazarene Child-care/Schools (birth-secondary), may be included in the average weekly regular Sunday School attendance according to the guidelines in Article I, Section 1.

SECTION 2. Discipleship Groups (Small/Cell Groups). The attendance of all Discipleship Groups (Small/Cell Groups) (Line 24b, APR) shall be defined as persons involved in a study of biblical principles for at least a half hour, but not otherwise meeting the criteria of a regular Sunday School Session (see Article II, Section 1).

- a. A local church having more than one type of discipleship ministry group should combine weekly attendance figures and report a single monthly average.
- b. Since discipleship ministries can begin or end any time during the church year, the yearly average should be determined by dividing accumulative figures by the number of weeks the ministries were conducted.

ARTICLE III. SUNDAY SCHOOL CLASSES AND DEPARTMENTS

SECTION 1. The Sunday School shall be divided into classes for children and youth on the basis of age or school grade. For adults the classes should be determined by common interests, mission, or topic.

SECTION 2. When the number of classes within the children's, youth, or adult age-groups increase, attention should

assembly, camp meeting, etc., as long as he or she is not counted in another local Sunday School where he or she is attending. Such functions shall include at least a half hour of study of biblical principles.

- c. All regular Sunday School sessions shall be used in determining the average attendance for the year and that attendance shall be reported monthly to the district. For most churches, the number of Sunday School sessions held will be 52. The District SDMI Board, in consultation with the district superintendent, shall determine any valid exceptions.
- d. Attendance counts (Lines 20-24b, APR) from Home Department, Nursing Home/Convalescent Center/Health Care Facility, Church-Type Missions, Nazarene Child-care/Schools (birth-secondary), may be included in the average weekly regular Sunday School attendance according to the guidelines in Article I, Section 1

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- a. A local church having more than one type of discipleship ministry group should combine weekly attendance figures and report a single monthly average.
- b. Since discipleship ministries can begin or end any time during the church year, the yearly average should be determined by dividing accumulative figures by the number of weeks the ministries were conducted.

ARTICLE III. SUNDAY SCHOOL CLASSES AND DEPARTMENTS

SECTION 1. The Sunday School shall be divided into classes for children and youth on the basis of age or school grade. For adults the classes should be determined by common interests, mission, or topic.

SECTION 2. When the number of classes within the children's, youth, or adult age-groups increase, attention should

be given to departmentalization with a supervisor appointed by the SDMI Board.

SECTION 3. The duties of the department supervisor shall be to:

- a. coordinate the work of the teachers/leaders within the department.
- b. conduct departmental meetings when necessary.
- c. insure that each teacher/leader within the department has the necessary approved curriculum, additional resources, and equipment available when needed.
- d. be responsible for ordering all necessary curriculum and materials for the department.
- e. work with the corresponding age-group director of the SDMI Board to promote Sunday School attendance and growth and implement any special campaigns.
- f. present training needs of the department's teachers/leaders to the corresponding age-group director for presentation to the SDMI Board.
- g. keep accurate responsibility lists and attendance records for the department and see that all absentees and prospects on the Responsibility List are contacted regularly.
- h. work with the teachers/leaders in the department to see that the entire area is attractive and conducive to learning.
- i. be responsible for the securing of substitute teachers/leaders within the department.

ARTICLE IV. SUNDAY SCHOOL/SMALL GROUPS TEACHERS/LEADERS

SECTION 1. The department supervisors and teachers/leaders shall be appointed annually according to *Manual 145.8*.

SECTION 2. While the ideal is for each teacher/leader to serve for the entire year, in certain circumstances it may be advisable to appoint teachers/leaders for a shorter term.

SECTION 3. The SDMI Board shall have the right to declare the office of any officer or teacher/leader vacant in cases of proven unsound doctrine, imprudent conduct, or neglect of duty.

SECTION 4. All teachers/leaders and substitutes should:

- a. attend workers' meetings regularly.
- b. contact each person on the Responsibility List regularly.
- c. avail themselves of all training opportunities provided.
- d. provide fellowship opportunities for the class/group periodically.
- e. be responsible for seeing that the teaching area is attractive and conducive to learning.
- f. prepare an effective lesson each week.
- g. be alert to opportunities for presenting the gospel with an invitation to receive Christ.

**ARTICLE V. SUNDAY SCHOOL/SMALL GROUPS
LEADERSHIP RESPONSIBILITIES**

SECTION 1. The local SDMI superintendent shall be elected each year according to *Manual* 113.9-13.10 and 127. The duties of the SDMI superintendent shall be to:

- a. superintend the SDMI under the direction of the pastor.
- b. represent SDMI at the church board meeting.
- c. plan regular meetings for teachers/leaders.
- d. provide training opportunities for present and prospective teachers/leaders.
- e. communicate the SDMI Responsibility List and attendance growth emphasis to all workers.
- f. report the SDMI statistics to the designated zone, district, or field office monthly.
- g. encourage attendance at zone, district, field, regional, and global SDMI functions.

SECTION 2. The duties of the age-group directors are outlined in *Manual* 147.1-147.9; 148.2.

SECTION 3. The SDMI Board shall elect a person to keep the SDMI records. He or she shall keep an accurate record, of the Responsibility List, attendance, visitors, and other statistics as may be required for all SDMI ministries.

SECTION 4. Where appropriate, the SDMI Board shall elect a treasurer to keep an accurate account of all moneys



OFFICE OF

DAVID P. WILSON

GENERAL SECRETARY / OPERATIONS OFFICER

CHURCH OF THE NAZARENE • GLOBAL MINISTRY CENTER

February 10, 2009

MEMO TO: District Superintendents/District Offices (US)

FROM: David P. Wilson *dpw*

SUBJECT: 501c3 Letter Update

Greetings from the Global Ministry Center! Attached is an updated 501c3 letter from the IRS for your district which lists our new address in Kansas. Please forward the updated letter from the IRS to each of your churches. If you or your churches need an updated cover letter they may contact our office. I trust this will be useful to those on your district as you minister together.

If you have any questions regarding this letter or your 501c3 status, please contact Amber Livengood at 913-577-0606.

al

Attachment

TAX STATUS AND REQUIREMENTS OF LOCAL CHURCHES
CHURCH OF THE NAZARENE

1. The General Board of the Church of the Nazarene (corporation name) and its subordinate units, including local churches, are tax exempt organizations, not subject to income tax, except on Unrelated Business Income.
2. Most contributions to the general fund of the Church of the Nazarene and its subordinate units, including local churches listed in the church directory are deductible for income tax purposes. Some contributions may not be deductible by individuals due to the nature of the contribution and the facts involved. Local legal counsel may be necessary to determine questions relating to deductibility of some contributions.
3. Copies of the DETERMINATION LETTER indicating the Church of the Nazarene and its subordinate units are exempt for income tax purposes, and that contributions to this church are deductible are available from the Office of the General Secretary, 6401 The Paseo, Kansas City, MO 64131
4. The Church of the Nazarene, including local churches, is exempt from Federal Unemployment Tax.
5. Local churches must obtain their federal identification number and furnish this to the General Secretary's office, banks and other payers of interest and dividends. To do this, use form SS-4 provided by the IRS. (https://sa.www4.irs.gov/sa_vign/newFormSS4.do)
6. Churches must apply for their own federal identification number on form SS-4 in order to comply with IRS requirements in filing annual wage statements for W-2, and to comply with IRS requirements for all subordinate units under the IRS group ruling. The report of the subordinate units is kept current annually by the General Secretary's Office.
7. Churches who hire non-ordained employees (office secretary, custodians, etc.) and District Licensed laymen must withhold income tax and FICA from their wages. See Circular E (obtainable from IRS) for complete details.
8. Churches need not withhold income tax or social security from ordained or district-licensed ministers, pastors, evangelist, and other clergy who perform full function of the ministry, including administering the sacraments. Such persons are considered self-employed for social security purposes and must file estimated tax returns and pay estimated taxes quarterly on form 1040 ES. However, it is now possible for church and/or ordained/district-licensed personnel to enter into a voluntary agreement to withhold income tax and make deposits for the ordained personnel, including the pastor. Such withholding must be deposited quarterly, reports (Schedule B - Form 941) must be made and a W-2 statement of wage given at year end. More detailed information can be secured from your regional IRS office.
9. Local churches which wish to obtain a bulk mail permit for non-profit organizations usually must have a copy of the DETERMINATION LETTER (paragraph 3) and verify tax exempt status. The Church of the Nazarene and its subordinate units are listed as tax exempt organization in *Cumulative List of Organizations described in Section 170(c) of the Internal Revenue Code of 1986 - Publication 78*.

DAVID P. WILSON
General Secretary

IRS Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248164838
Dec. 30, 2008 LTR 4167C E0
44-0552034 000000 00 000
00016376
BODC: TE

GENERAL BOARD CHURCH OF THE NAZAREM
GLOBAL MINISTRY CENTER
17001 PRAIRIE STAR PKWY
LENEXA KS 66220

Employer Identification Number: 44-0552034
Group Exemption Number: 1588
Person to Contact: Mr. Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Dec. 17, 2008, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in July 1983, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.,
Accounts Management Operations I

Lighthouse Church Youth
Board Members

Pastor/President	Art Fisher	4532 Palomino Dr Norco CA	951-201-4097
Treasure	Patricia Fitch	650 Plumer St Costa Mesa CA	951-201-4097
Pastor	Christina Elliston	1885 Anaheim Ave Costa Mesa CA	909-238-0832

Fundraiser
Coord.

Martin Charter 29957 Cool Meadow Dr
Menifee CA 951-704-6174

CALIFORNIA STATE BOARD OF EQUALIZATION

TEMPORARY SELLER'S PERMIT

Valid 06/30/2016 through 07/04/2016



ACCOUNT NUMBER

SR EA 102-926120

LIGHTHOUSE CHURCH GROUP
MARTIN CHARTIER
2150 HARBOR BLVD
COSTA MESA, CA 92627-2530

NOTICE TO PERMITTEE:
You are required to obey all Federal and State laws that regulate or control your business. This permit does not allow you to do otherwise.

IS HEREBY AUTHORIZED PURSUANT TO SALES AND USE TAX LAW TO ENGAGE IN THE BUSINESS OF SELLING TANGIBLE PERSONAL PROPERTY AT THE ABOVE LOCATION. THIS PERMIT IS VALID FOR THE PERIODS SHOWN AND IS NOT TRANSFERABLE.

**For general tax questions, please call our Customer Service Center at 1-800-400-7115 (TTY:711).
For information on your rights, contact the Taxpayers' Rights Advocate office at 1-888-324-2798 or 1-916-324-2798.**

BOE-442-ST REV. 5 (11-14)

A MESSAGE TO OUR NEW PERMIT HOLDER

As a seller, you have rights and responsibilities under the Sales and Use Tax Law. In order to assist you in your endeavor and to better understand the law, we offer the following sources of help:

- Visiting our website at www.boe.ca.gov
- Visiting a field office
- Attending a Basic Sales and Use Tax Law class offered at one of our field offices
- Sending your questions in writing to any one of our offices
- Calling our toll-free Customer Service Center at 1-800-400-7115 (TTY:711)

As a seller, you have the right to issue resale certificates for merchandise that you intend to resell. You also have the responsibility of not misusing resale certificates. While the sales tax is imposed upon the retailer,

- You have the right to seek reimbursement of the tax from your customer
- You are responsible for filing and paying your sales and use tax returns timely
- You have the right to be treated in a fair and equitable manner by the employees of the California State Board of Equalization (BOE)
- You are responsible for following the regulations set forth by the BOE

As a seller, you are expected to maintain the normal books and records of a prudent businessperson. You are required to maintain these books and records for no less than four years, and make them available for inspection by a BOE representative when requested. You are also expected to notify us if you are buying, selling, adding a location, or discontinuing your business, adding or dropping a partner, officer, or member, or when you are moving any or all of your business locations. If it becomes necessary to surrender this permit, you should only do so by mailing it to a BOE office, or giving it to a BOE representative.

If you would like to know more about your rights as a taxpayer, or if you are unable to resolve an issue with the BOE, please contact the Taxpayers' Rights Advocate office for help by calling toll-free, 1-888-324-2798 or 1-916-324-2798. Their fax number is 1-916-323-3319.

Please post this permit at the address for which it was issued and at a location visible to your customers.

CALIFORNIA STATE BOARD OF EQUALIZATION
Sales and Use Tax Department



Index 5942
PCA 59420
Source Code 125700-06

**OFFICE OF THE STATE FIRE MARSHAL
RETAIL FIREWORKS LICENSE APPLICATION**
(Print or Type)

Complete and return all copies to the office nearest stand location with the required fee of \$50.00.
APPLICATIONS MUST BE RECEIVED PRIOR TO JUNE 15 OF THE CURRENT YEAR.

1131 S Street
Sacramento, CA 95811
(916) 445-8373

RETAIL FIREWORKS LICENSE

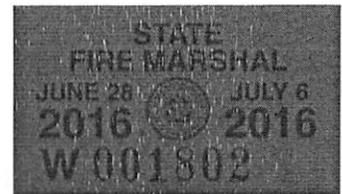
Licensee	LIGHTHOUSE CHURCH OF THE NAZARENE
Stand Location	2150 HARBOR BLVD / VICTORIA
City, State & Zip	COSTA MESA, CA 92627
County	ORANGE
LOCAL CONTACT PERSON	
Name	SCOTT PAXSON
Phone ()	909-786-7799

**-Notice-
COPY OF THIS NOTICE MUST BE POSTED AT STAND
WITH A COPY OF THE LOCAL PERMIT**

A validated license has been issued to this organization shown above for the sale of Safe and Sane fireworks at the location indicated. After a permit has been issued by the authority having jurisdiction this license allows the sale of only classified "Safe and Sane" fireworks at the approved location from NOON, JUNE 28 to NOON, JULY 6, of the year indicated. **NOTE:** Retail licensees are required to be at least 21 years of age, employees of fireworks stands must be at least 18 and fireworks may not be sold to anyone under the age of 16.

MAILING ADDRESS OF LICENSEE

Name	LIGHTHOUSE CHURCH OF THE NAZARENE
Address	2023 CHICAGO AVE. B-13
City, State & Zip	RIVERSIDE, CA 92507



FIRE AUTHORITY HAVING JURISDICTION

Fire Dept.	COSTA MESA FIRE DEPARTMENT
Address	P.O. BOX 1200
City, State & Zip	COSTA MESA, CA 92628

Signature of Applicant

Jahayma Solis
Signature of Applicant

FEBRUARY 17, 2016

Date

Phantom Fireworks

DATE 2016

ANCHOR: NORMS RESTURANTS

ACCOUNT MANAGER: Scott Paxson

CONTACT NUMBER: 909-786-7799



STAND Year: 2016

CITY : COSTA MESA

ORGANIZATION : LIGHTHOUSE CHURCH YOUTH

SIZE: 8*32

METAL: XX WOOD:

ADDRESS : 2150 HARBOR BLVD

INTERSECTION : HARBOR & VICTORIA

SPECIAL INSTRUCTIONS: PLACE ON MARKS.

SETBACKS- CURBS

30FT

SIDEWALKS

40FT

BUILDINGS

70FT +

VICTORIA ST

40 FT

STAND

80 FT

70 FT

2150 Harbor Blvd

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Google earth

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TO: CITY CLERK, LOCAL FIRE AGENCY AND / OR OTHER INTERESTED PARTIES:

THE UNDERSIGNED, OWNER AND / OR CONTROLLING PARTY, OF THE PROPERTY LISTED BELOW HEREBY GRANTS PERMISSION TO:

Lighthouse church Youth

AND BIG BEAR "PHANTOM" FIREWORKS CO., INC., THE USE OF THE PROPERTY LOCATED AT:

2150 Harbor Blvd.,

APN# _____

CITY OF Costa Mesa

COUNTY OF Orange

FOR THE 2016 FIREWORK SEASON.

THE ORGANIZATION AND / OR BIG BEAR "PHANTOM" FIREWORKS CO., INC., AGREE TO SEE THAT THE PROPERTY LISTED ABOVE WILL BE CLEARED OF ALL STANDS AND REFUSE WITHIN 5 DAYS OF THE CLOSE OF THE SEASON.

NAME- PLEASE PRINT
(PROPERTY OWNER / CONTROLLER OF PROPERTY)

SIGNATURE

Colonna, Norm's LLC

DATE

1/20/16

AT _____

PROPERTY OWNER: PLEASE INDICATE BELOW THE NAME OF THE ADDITIONAL INSURED AND HOW YOU WOULD PREFER YOUR CERTIFICATE OF INSURANCE TO BE READ.

ADDITIONAL INSURED:

NIMS SANTA ANA, LLC

CERTIFICATE OF INSURANCE TO BE MAILED TO: Norm Restaurants, LLC
P.O. Box 160,
Long Beach, CA 90801

PHONE: _____

CERTIFICATE OF INSURANCE WILL BE MAILED PRIOR TO ERECTING OF STANDS AND THE SALE OF ANY MERCHANDISE.

BIG BEAR "PHANTOM" FIREWORKS COMPANY
2023 Chicago Ave., Suite B13
Riverside, CA 92507
951-680-9796