

CONSTITUTION

INTERFAITH FORUM GREENVILLE

Preamble

Interfaith Forum Greenville (IFG) is a non-discriminatory coalition of faith communities and individuals that promotes religious freedom and interfaith dialogue.

ARTICLE I

Purpose

The primary purpose of Interfaith Forum Greenville is to build understanding, respect, and cooperation among the various religious groups in our community, our region, our nation and our world.

ARTICLE II

Membership

Section A. Categories

1. Faith-based communities and non-profit agencies. Membership shall be open to any faith based community or non-profit agency located in the greater Greenville (South Carolina) area that is willing to accept the statements contained in the Preamble and Purpose (Article I) of this Constitution.
2. Individuals. In addition to the organizations choosing to become members, as described above, individuals willing to accept and support the statements contained in the above Preamble and Purpose may become members of IFG.
3. Members in good standing definition: Those whose membership payments are up-to-date.

Section B. Privileges and Responsibilities

1. Members in good standing, both faith-based community/non-profit agency and individual, shall have the following privileges:
 - a. To attend all meetings of IFG, the Board of Trustees, and any committee thereof.
 - b. To vote on all matters presented to the membership, provided that there shall be only one vote cast by each faith-based community/non-profit agency and each individual member.
 - c. To hold office.
 - d. To participate in all activities of IFG.

Section C. Procedures

1. Admission to membership shall be open to all who support the purpose of the organization, along with receipt of annual membership dues.
2. Each faith-based community/non-profit agency member may annually elect or appoint one official representative to the General Assembly. Wherever possible these representatives should include both lay people and clergy.
3. Any entity may terminate its membership with IFG by written notification to the Board of Trustees.

ARTICLE III

The General Assembly

Section A. Composition

The General Assembly (GA) shall be composed of the official representatives of the faith-based community/non-profit agency members, the individual members, and the Board of Trustees (Board). The Chairperson and Secretary of IFG shall serve, respectively, as GA Chairperson and Secretary.

Section B. Functions and Authorities

1. To serve as a liaison between the member faith communities and the Board of Trustees, promote IFG programs and interests within their congregations, and bring congregational suggestions/concerns to the Board and to the GA.
2. To provide a forum in which to explore the concerns and Purpose of IFG.
3. To receive reports from the Board and its committees on the plans and programs of IFG.
4. To elect the Board of Trustees.
5. To approve:
 - a. changes to this constitution;
 - b. any dues, levies, or other assessments for which members will be responsible.
6. To modify or overturn any action by the Board, provided at least 2/3 of the members present and voting, at a regular meeting or at a special meeting called for that purpose, are in agreement with such action. Notice of such meetings and their purpose is to be communicated to the membership two-weeks prior.
7. To transact any other business brought to it by the Board.

Section C. Meetings

1. There shall be a regular meeting of the General Assembly at least once in each calendar year, at such times and places as shall be selected by the Board. At one of the regular meetings prior to May 30th, the Nominating Committee shall present its slate of new Trustees. At that meeting additional nominations for the Board may be made by members from the floor. Following that, the election of the Board of Trustees and officers shall be held.
2. Additional meetings may be called by the Board at its discretion.
3. Special meetings of the GA must be called by the Chairperson at the written request of one Trustee plus 10% of the members of the GA, or 20% of the members of the GA acting without a Trustee.

ARTICLE IV

The Board of Trustees

Section A. Composition

The Board of Trustees shall consist of at least six (6) but not more than twenty (20) Trustees plus the Officers of IFG.

Section B. Term of Office

The Board of Trustees is to be divided into two groups, with staggered two-year terms so that half of the Trustees will be elected to a two-year term each year. They will serve from the time of their election until their successors have been elected. Trustees and Officers may succeed themselves, IFG elected, to more than one term.

Section C. Functions and Authorities

1. Subject to Section B of Article III of this Constitution, the governing body of IFG shall be the Board of Trustees.
2. To be responsible for the management and administration of the affairs of IFG.
3. To make such rules and regulations, and to set particular goals and strategies, consistent with this Constitution, which it deems advisable for the furtherance of the general purposes of the organization.
4. To appoint such committees and task forces which it may consider advisable.
5. To receive the report and slate of nominees from the Nominating Committee, and to transmit the slate in a timely manner to the General Assembly for the annual election of the Officers and Board of Trustees.
6. To consider and approve all budgets and proposed expenditures.
7. To employ such persons and/or services necessary for the successful operation of the organization, which will require a majority vote.
8. In the event a vacancy occurs among the Trustees or Officers, a successor shall be named by the Board of Trustees to fill such vacancy until the next regular election.

Section D. Meetings and Quorum

1. The Board shall meet at least quarterly on such dates as it shall designate.
2. Special meetings of the Board may be called at the discretion of the Chairperson, and must be called upon written request of three Trustees.
3. One third of the total number of Trustees shall constitute a quorum for the transaction of business at any meeting of the Board of Trustees.
4. Written notice of meetings of the Board of Trustees shall be given to each Trustee at least one week prior thereto.

Section E. Expectations for Board of Trustees

1. Board members must be members of Interfaith Forum Greenville in good standing, with membership payments up-to-date.
2. The purpose of Interfaith Forum Greenville is to build understanding, respect, and cooperation among the various diverse faith traditions throughout our community and our world. Before we can lead our community, we must reflect these values in our own interactions with each other as a board. We ask that each member of the board come to meetings with open hearts and open minds as we seek to listen and learn and understand each other's perspectives as we work side by side. Please come to serve with humility and respect.
3. Board members cannot miss more than four (4) Board meetings per year. The Board may override this requirement if there are time-limited extenuating circumstances that have been explained to the Board.

4. Board members who are not part of the Executive Board are required to serve on at least two (2) Interfaith Forum committees per year.
5. Board members are required to attend at least two (2) events per year that are sponsored or co-sponsored by Interfaith Forum.

ARTICLE V

Officers

Section A. Composition

The officers of IFG shall be:

1. Chairperson
2. Vice-Chairperson/Program Coordinator
3. Treasurer
4. Secretary
5. Membership Chairperson
6. Communications Chairperson
7. Dinner Dialogue Chairperson

Section B. Duties

The duties of the officers are those usual duties of the respective officers as defined by Robert's Rules of Order and shall include other duties as may be prescribed by action of the Board of Trustees or the General Assembly.

ARTICLE VI

Committees and Task Forces

Section A. Standing Committees

Standing Committees are those established by this Constitution.

Section B. Executive Committee

1. The Executive Committee shall be composed of the seven (7) Officers of IFG.
2. The Executive Committee can act on issues between Board meetings IFG the Board has delegated the authority for it to do so.
3. The Executive Committee shall meet on call of the Chairperson. A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business.

Section C. Nominating Committee

1. The Nominating Committee shall consist of the three to five persons appointed by the Chairperson of the Board prior to March 1st of each year.

2. The Nominating Committee shall select and present a slate consisting of at least one candidate for each Board position to be filled to the Board of Trustees, and subsequently to the General Assembly in May of each year.

Section D. Other Committees and Task Forces

The Board of Trustees may create such other committees and task forces as it may deem appropriate to further the objectives and programs of IFG.

ARTICLE VII

Guiding Principles & Protocols

“Robert’s Rules of Order” shall be the standard for parliamentary procedure, unless otherwise provided for in this Constitution or by special ruling of the General Assembly in a particular situation.

Interfaith Forum Greenville shall be operated to comply with all requirements of the Internal Revenue Service as a tax-exempt organization. In the event of dissolution, assets of the organization shall be distributed for one or more tax-exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future tax code, or to a state or local government, for a public purpose.

Interfaith Forum Greenville does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, sexual orientation, or disability.

ARTICLE VIII

Amendments and Revision

This Constitution may be amended or revised at any meeting of the General Assembly by a vote of two-thirds (2/3) of the members present and voting at the meeting, provided that written notice, containing a copy of the proposal, shall have been given to all members at least thirty days in advance of the meeting.

REVISION HISTORY

- Created on 06/23/00
- Revision #1 adopted by General Assembly on 05/16/02
- Revision #2 adopted by General Assembly on 05/13/04
- Revision #3 to reflect name change approved by General Assembly on 05/10/07
- Revision #4 (06/11/09) presented to the Board of Trustees on 09/11/2009
- Revision #4 revised by Board of Trustees (03/18/10) and approved on 04/22/10
- Revision #4 adopted by General Assembly on 7/29/10
- Revision#5 adopted by General Assembly at annual meeting on 5/17/2016
- Revision #6 revised by Board of Trustees (07/08/2018) pending approval
- Revision #6 adopted by the General Assembly on 1/08/2019