

# **AVENTURA**

## **By-Laws**

### **Article 1 – Name and Purpose**

#### Section 1 – Name

The name of the corporation is Aventura, Incorporated, hereinafter referred to as the assembly.

#### Section 2 – Purpose

The purpose of Aventura is to make known the reality of God's love and to present the basic themes of Christian life and their applications to daily living, and such other purpose as stated in the certificate of corporation.

### **Article 2 – Membership**

#### Section 1

The membership of the assembly consists of anyone who has made an Aventura weekend or who has served on a team of an Aventura weekend. In addition, anyone who has made the equivalent of an Aventura weekend, as determined by the board of directors, may become a member of the assembly.

### **Article 3 – Directors, Officers & Committees**

#### Section 1 – Board of Directors

The general management of the affairs of the assembly shall be vested in the board of directors, which shall be composed of the officers of the assembly, the chairpersons of standing committees and the immediate past president of the assembly. The number of directors shall be at least 9 but not more than 15.

#### Section 2 – Officers

The officers of the assembly shall be a president, a vice president, a corresponding secretary, a recording secretary and a treasurer.

#### Section 3 – Standing Committees

The standing committees shall be the information and registration committee, the weekend committee, the post weekend committee, the palanca committee and the publication committee.

## **Article 4 – Duties of the Officers**

### Section 1 – President

The president, who shall be an adult member of the assembly, shall preside at all meetings of the assembly and the board of directors. The president shall appoint the chairpersons of each standing committee and shall perform such other duties as may be assigned by the board of directors.

### Section 2 – Vice President

The vice president shall, in the absence of the president, carry out the duties of the president. He or she shall also perform such other duties as may be assigned by the president or the board of directors.

### Section 3 – Corresponding Secretary

The corresponding secretary shall handle correspondence as necessary for the board of directors. He or she shall maintain the membership and newsletter mailing lists and he or she shall perform such other duties as may be assigned by the president.

### Section 4 – Recording Secretary

The recording secretary shall keep the minutes of all the meetings of the assembly and of the board of directors and shall perform such other duties as may be assigned by the president.

### Section 5 – Treasurer

The treasurer shall have charge of the receipts and monies of the assembly, shall deposit same, and disperse funds as necessary, shall keep regular accounts of receipts and disbursements in an approved ledger, shall submit a record of all such accounts when requested, and shall give an itemized statement at regular meetings of the assembly. The treasurer shall sign checks and withdrawal slips on behalf of the assembly, upon any and all of its bank accounts, and shall perform such other duties as may be assigned by the president.

## **Article 5 – Standing Committees**

### Section 1 – Information and Registration Committee

The information and registration committee shall have charge of organizing and presenting all assembly-approved literature and information regarding the Aventura weekend. They shall be responsible for disseminating and processing applications and for performing such duties as may be assigned by the president.

### Section 2 – Weekend Committee

The weekend committee shall be responsible for scheduling weekends, care of facilities, maintenance of weekend supplies, co-ordination of weekend activities, and other such duties as may be assigned by the president.

### Section 3 – Post-weekend Committee

The post-weekend committee shall be responsible for scheduling reunions, assisting members in establishing or locating group reunions, and such other duties as directed by the president.

### Section 4 – Palanca Committee

The palanca committee shall be responsible for coordinating palanca sent from the assembly, and for recording and storing palanca received on Aventura.

### Section 5 – Publication Committee

The publication committee shall be responsible for publication of the newsletter and any other special projects which may be assigned by the assembly.

### Section 6 – Chairpersons of Standing Committees

The chairpersons of the standing committees shall be appointed by the president. Such appointment shall be subject to approval of the assembly.

### Section 7 – Terms for Standing Committees

The terms of office for standing committee chairpersons shall be from April 1<sup>st</sup> to March 31<sup>st</sup>.

## **Article 6 – Meetings**

### Section 1 - Annual Meeting

The annual meeting of the assembly shall be held in June at such time and place as shall be determined by the board of directors. A quorum shall consist of at least 10 members.

### Section 2 – Regular Meetings

Regular meetings of the assembly shall be held three times a year at such time and place as determined by the board of directors. These meetings shall be open to all members of the assembly. A quorum shall consist of 10 members of the assembly.

### Section 3 – Special Meetings

Special meetings of the assembly shall be held as directed by the board of directors. The assembly membership may, upon petition signed by 15 members, require the board of directors to call such a special meeting. The special meetings shall be for information purposes only, and no official assembly business may be conducted.

### Section 4 – Board of Directors Meetings

A least three board of directors meetings shall be held annually, and others may be called by the president or by a member of the board of directors at any time.

## **Article 7 – Elections and Appointments**

### Section 1 – Election of Officers

The officers shall be elected at the annual meeting of the assembly. Each attending member of the assembly shall have one vote. At least two months prior to the annual meeting the president shall appoint a nominating committee composed of five members who shall present a slate of officers for election at the annual meeting. Nominations from the floor may be accepted, subject to acceptance by nominee. Officers shall serve for a term of one year, but no more than two consecutive years in the same office.

### Section 2 – Appointment of the Coordinator Selection Committee

At least 8 months prior to a scheduled Aventura Weekend, the President, with the advice and consent of the Board of Directors, will select five members to serve on the Coordinator Selection Committee. At least one of the five members must have served as a Coordinator on a recently completed weekend. There shall be at least three youth on the committee. The president will announce the Coordinator Selection Committee appointees at the assembly.

### Section 3 – Coordinator Selection Committee Function

Within one month of their appointment, the Coordinator Selection Committee will meet in a prayerful and cloistered atmosphere to make its selection for Coordinator, and will announce such selection at either the following month's Reunion or at the next Assembly meeting.

### Section 4 – Coordinator Vacancy

In case of vacancy by coordinator, the coordinator selection committee will fill that vacancy and announce its selection to the board of directors.

## **Article 8 – Vacancy in Office**

### Section 1

If any vacancy occurs among the officers, such vacancies shall be filled for the unexpired term by the board of directors.

## **Article 9 – Meeting Notification**

### Section 1

Notice of regular and annual meetings of the assembly and scheduled meetings of the board of directors shall be published in the newsletter.

## **Article 10 – Amendment of the By-laws**

### Section 1

These by-laws may be amended by a majority vote of the assembly provided that such an amendment proposal has/have been presented for discussion at the prior assembly meeting.