

B Y L A W S
OF
LUTHERAN CURSILLO OF SOUTHERN CALIFORNIA
(As adopted July 16, 1989 & revised August 20, 1989)

ARTICLE I.

1. The name of this movement shall be **LUTHERAN CURSILLO OF SOUTHERN CALIFORNIA**.
2. The principal office address shall be as stated in the Standing Rules.

ARTICLE II.

OBJECT (MISSION)

The mission of Lutheran Cursillo of Southern California is to develop a lay ministry to the Lutheran community in the State of California by encouraging a spiritual renewal of the Lutheran Church, and by supporting its members as they grow in their Christian faith and as they actively support the life and mission of their local home church congregations.

ARTICLE III.

MEMBERS

Section 1. The membership of this movement is all Lutherans in California, who, by having completed the three-day Cursillo weekend, are accepted into the movement of Lutheran Cursillo of Southern California.

Section 2. The movement shall have no other members unless approved and authorized by the Secretariat of Lutheran Cursillo of Southern California.

Section 3. Voting Members. The voting members shall be those members of Lutheran Cursillo of Southern California who are active in the Servants' Community as defined:

The Servants' Community is the cornerstone of the Cursillo Movement, the complement and extension of the Secretariat. This Community will be the instrument for the realization of the work of the Secretariat. The Servants' Community will supply the Secretariat with teams of leaders technically and spiritually prepared that they may be the ferment of the Cursillo Movement in the

state, since it is on the leaders that the **responsibility rests** for vitalizing the Group Reunions and the Ultreyas, the specific means of **perseverance** in the Post-Cursillo educational programs, for submitting names of **qualified** people to Secretariat for Rector(a)s and Teams, and for submitting **recommended** criteria for choosing Rector(a)s and Team members.

Voting members shall be entitled to vote on:

- a. election and renewal of Secretariat as set forth herein;
- b. those issues or matters upon which the voting members are granted voting rights as set forth in the Article of Incorporation or these Bylaws;
- c. all issues or matters upon which, according to the laws of the state of California, a member of a California non-profit corporation may, if entitled, to vote.

ARTICLE IV.

OFFICERS

Section 1. The officers shall be a President, a Vice President, a Secretary, and a Treasurer. They shall be elected by the Secretariat from its membership.

Section 2. The Secretariat at its annual meeting shall elect a President, Vice President, Secretary, and a Treasurer, each of whom shall hold office for one year until their respective successors shall have been duly chosen and qualified. All officers, employees and agents of the Secretariat shall serve at the pleasure of the Secretariat and shall be subject to removal at any time by the Secretariat if, in its opinion, the best interest of the movement would be served thereby.

Section 3. Vacancies. A vacancy in any office, because of death, resignation, removal, disqualification or otherwise, may be filled by the Secretariat at any time.

Section 4. President. The President shall preside at all meetings of the Secretariat, act as operating and directing head of the movement subject to policies established by the Secretariat, and be a member of all committees with voice and vote, except the nominating committee.

Section 5. Vice President. The Vice President shall have all the powers and perform all the duties of the President in case of the President's temporary absence or inability to act. In case of the President's permanent absence or inability to act, the office shall be declared vacant by the Secretariat and a successor chosen by the Secretariat.

Section 6. Secretary. The Secretary shall see that minutes of all meetings of the Secretariat and of all committees are kept of record. The Secretary shall give or cause to be given required notices of all meetings of the Secretariat. The Secretary shall have charge of all the books and records of the movement except the books of account, and in general shall perform all the duties incident to the office of Secretary of a corporation and such other duties as may be assigned to him/her.

Section 7. Treasurer. The Treasurer shall have general custody of all the funds and securities of the movement except such as may be required by law to be deposited with any state official. The Treasurer shall see to the deposit of the funds of the movement in such bank or banks as the Secretariat may designate. Regular books of account shall be kept under the Treasurer's direction and supervision, and the Treasurer shall render financial statements to the President and Secretariat at each meeting. The Treasurer shall have charge of the preparation and filing of such reports and financial statements and returns as may be required by law. The Treasurer shall give to the movement such fidelity bond as may be required, and the premium therefor shall be paid by the movement as an operating expense.

ARTICLE V.

MEETINGS

Section 1. There shall be held an annual meeting of the voting membership within ninety (90) days after the end of the fiscal year June 30th, within the state. The time and place of the annual meeting shall be designated by the Secretariat and announced by written notice to the voting members not less than ten (10) days before the date so fixed.

Items which must be a part of the annual meeting are:

- a. a financial report for the year past;
- b. reports of the officers and committees;
- c. election of Secretariat vacancies.

Section 2. Special Meetings. Special meetings of the voting members may be held at any place upon call by or at the written request containing the signatures of no fewer than one-third (1/3) of the voting members, the Secretariat, or the President. The Secretary shall announce the time, place and purpose of such meetings at least ten (10) days in advance of the meeting. In those cases where the purpose of the special meeting is to amend the Articles of Incorporation or Bylaws, the announcement and proposed amendment(s) must be in writing and delivered to the voting members.

Section 3. Quorum. The voting membership present at any meeting of the voting membership shall constitute a quorum for the transaction of business; but the voting membership, at its discretion, may adjourn and reconvene the meeting from time to time without further notice. At such reconvened meeting at which a quorum shall be present, any business may be transacted which might have been transacted at the meeting as originally notified.

ARTICLE VI.

EXECUTIVE BOARD (STATE SECRETARIAT)

Section 1. Election, Term and Number. The Secretariat shall consist of nine (9) lay members and a Spiritual Director. The term of office for members shall be three (3) years commencing July 16 following the Annual Meeting at which elected. Three (3) members shall be elected each year. A three-year term shall be considered to be a full term. A person who has served a full term, or a series of lesser terms equal to at least three (3) years, shall be eligible for reelection or appointment for one more term. One year must elapse before being eligible for reelection thereafter. Vacancies occurring from any cause may be filled by appointment by the Secretariat until the next election.

Section 2. Spiritual Director. There shall be one Spiritual Director who, by virtue of his/her position, shall be a member of the movement, an ordained Lutheran pastor, and shall be elected annually by those pastors who are members of the movement. The Spiritual Director, by virtue of his/her office, shall be a voting member of the movement. The term of office shall be for one year commencing July 16 of each year and continuing until a successor is elected. There shall be no limit on the number of terms an individual may serve. A vacancy occurring from any cause shall be filled by an election conducted within thirty (30) days after the occurrence of the vacancy. Any election for Spiritual Director may be conducted by a written mailed ballot.

Section 3. Duties. The Spiritual Director shall, with the Secretariat, have the general responsibility for the Cursillo movement. The Spiritual Director shall have specific responsibility to provide for the apostolic formation of the leaders, to advise the movement in spiritual matters, and to secure the services of pastors to work in the various phases of the movement, including, but not limited to, the appointment of Spiritual Directors for the three-day weekends and the appointment of Spiritual Directors to each standing committee.

Section 4. Initial Board. The Initial Board of Directors (Secretariat) shall hold office until July 1990. At the annual Meeting to be held in July, nine (9) members shall be elected. The three persons receiving the highest number of votes shall serve for a three-year term. The three persons receiving the next highest number of votes shall serve a two-year term. The three persons receiving the next higher number of votes shall serve a one-year term. Each member of the Initial Board shall be approved by the

member's pastor and shall commit to attend and participate in Servants' Community.

Section 5. Qualifications for Nominations to Secretariat. In order to be nominated for a position on the Secretariat, a nominee must be:

- a. approved by nominee's parish pastor
- b. currently active in Servants' Community.

Section 6. Powers and Duties. It shall be the duty of the Secretariat to:

- a. control and manage property and business of the movement;
- b. elect officers from, within the Secretariat;
- c. appoint the chairman and members of one or more committees, each committee to have such duties as may be determined from time to time by the Secretariat, and to report to the Secretariat when and as required;
- d. fill vacancies in, change the membership of, dissolve any committee.

Section 7. Place of Meetings. All meetings of the Secretariat shall be held at such place as may be fixed from time to time by the President or Secretary of the Secretariat, within the state of California, as shall be stated in the notice of the meeting or in a duly executed waiver of notice thereof.

Section 8. Annual Meeting. Annual meetings of the Secretariat shall be held immediately upon the adjournment of the Annual Meeting of the voting membership of this movement for the purpose of election of officers and such other business as may properly come before this meeting.

Section 9. Regular Meetings. Regular meetings of the Secretariat will be held without notice at such time and at such place as shall from time to time be determined by the Secretariat.

Section 10. Special Meetings. Special meetings of the Secretariat may be held at any time or place upon call of the President, and at least one day's notice thereof shall be given. Special meetings shall be called by the President or Secretary in like manner and on like notice on the written request of two (2) members of the Secretariat.

Section 11. Quorum. A majority of the membership of the Secretariat, including the President or Vice President, shall constitute a quorum and the concurrence of a majority of those present shall be sufficient to conduct the business of the Secretariat, except as may be otherwise specifically provided by statute or by the Articles of

Incorporation. If a quorum shall not be present at any meeting of the Secretariat, the members present thereat may adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum shall be present.

Section 12. Waiver of Notice. Attendance of any member at a meeting shall constitute waiver of notice of such meeting, except when the person attends the meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Any member may waive notice of any annual regular or special meeting of the Secretariat by executing a written waiver of notice either before or after the time of the meeting.

Section 13. Compensation. No member of the Secretariat of the movement shall receive, directly or indirectly, any salary or compensation from the movement for serving on the Secretariat except that reasonable compensation may be paid for services rendered to or for the movement affecting one or more of its purposes.

ARTICLE VII. STANDING COMMITTEES

Section 1. Standing Committees and Their Responsibilities.

- a. Pre-Cursillo: Study and propose to the Secretariat the plan of establishment and extension of the Cursillo Movement within the Secretariat's areas of responsibility; maintain a file of all applications; assist the Secretariat in implementing the Pre-Cursillo phase of the Movement according to the literature, especially in the study of the environment; educate sponsors to make sure of a Post-Cursillo place for the candidate; prepare candidates for the weekend.
- b. Three-Day: Responsible for the physical arrangements for the three days including dates, places, food purchasing, all supplies (e.g., crosses, stipend envelopes, song books, Group Reunion cards, first aid, etc.); support Three-Day Team during Team formation and Three-Day weekend.
- c. Post-Cursillo: Renew, accelerate and perfect the conversion of the Cursillistas through the promotion of Group Reunions and Ultreyas; help Cursillistas to be the Church in the structures of the California Lutheran Community; make sure that the fundamental standards for Group Reunion and Ultreyas established by the Secretariat are followed; work with the Director of Communications to publish or distribute pertinent material for the information and orientation of Cursillistas; gather necessary data to supply the Secretariat with information concerning progress of the Movement in the state.

- d. Palanca: Organize palanca; encourage palanca written and done by Group Reunions as well as individuals.
- e. Communications: Publish and mail newsletter at the discretion of the Secretariat; maintain contact with other Secretariats and national; help the Secretariat in handling statistics and records.
- f. Leadership: The Chairman of each standing committee shall be a member of the Secretariat. Each standing committee shall have a Spiritual Director.
- g. Meetings: Meetings of each standing committee shall be governed by these bylaws.

**ARTICLE VIII.
PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this movement in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the movement may adopt.

**ARTICLE IX.
AMENDMENT OF BYLAWS**

These bylaws may be amended at any regular meeting of the movement by a two-thirds vote, of the voting members present at any time, provided the proposed amendment has been submitted in writing at least ten (10) days prior to the meeting.

**ARTICLE X.
DISSOLUTION**

In the event of dissolution, any remaining assets of the Lutheran Cursillo of Southern California shall be distributed evenly between Christ College, Irvine, California and California Lutheran University, Thousand Oaks, California.

**ARTICLE XI.
TRANSITIONAL MATTERS**

1. Until June 1990, membership consists of Lutherans who have participated in either Via de Cristo, Cursillo or Walk-To-Emmaus communities.
2. After June 1990, membership shall be as defined in Article III of bylaws or,
3. any other person designated by the Lutheran Cursillo of Southern California Secretariat.