

## **By-laws for The Center for the Evangelical United Brethren Heritage**

**Authorization:** The Center for the Evangelical United Brethren Heritage [hereinafter referred to as "the Center"] was established by the United Theological Seminary (UTS) Board of Trustees in 1979 and is amenable to the board through the president of the seminary.

**Statement of Purpose:** The purpose of the Center is to interpret the history, heritage, and ethos of the Evangelical United Brethren Church [hereinafter referred to as "EUB"] to the UTS community, larger church, nation, and world.

**Rationale:** The historic role of the earlier denominations that formed the EUB Church is significant in the development of American Christianity, advancement of Christian pietism, missionary evangelization of the world, promotion of ecumenical enterprises, and emergence of the United Methodist Church and other Christian denominations.

### **Responsibilities of the Center:**

1. Assisting UTS in maintaining a collection of materials relevant to the EUB heritage
2. Encouraging and facilitating scholarship on the EUB heritage
3. Fostering interest in EUB studies and heritage
4. Recognizing contributions to the study of EUB heritage
5. Publishing materials as appropriate concerning that heritage
6. Promoting and supporting the programs and activities of the Center

**Membership:** The membership of the Center is open to individuals, churches, and other organizations who have interest in EUB heritage. The criteria for membership is set forth by the Advisory Council of the Center.

### **Leadership:**

**The Director of the Center** is appointed by the president of UTS, in consultation with the executive committee of the advisory council. The director reports to the president or designate. The duties of the director will include:

1. Overseeing of the Center's collections, programs, and activities
2. Fostering communication among the director, council, and UTS administration
3. Reporting at least annually the work of the Center, its activities and budget, to the Center's membership, and to the President and Board of Trustees of UTS

**The Advisory Council of the Center** is comprised of the director of the Center, the assistant director of the Center (if there is one), and members of the Center. The maximum size of the council is 26. The quorum for business at any duly called

meeting is those members of the council in attendance. The president and/or designate are members *ex-officio* of the council. The council meets at least twice a year with the following duties:

1. Carrying out the purpose and work of the Center in cooperation with the director of the Center
2. Promoting the Evangelical United Brethren heritage and ethos
3. Assisting in collecting archival materials
4. Marketing the Center by sponsoring programs and exhibits, maintaining a publications program, and other appropriate means
5. Recruiting and maintaining the Center's membership and determining the conditions, power, and privileges of membership in the Center
6. Overseeing the financial management of the Center, in cooperation with UTS administration
7. Cultivating contributions and other sources of income for the Center

**Officers of the Council** are elected annually by the council with exception of the director and the director of library/assistant director. The list of the officers:

1. Director of the Center
2. Chairperson of the council
3. Treasurer
4. Secretary
5. Editor of Center publications
6. Director of the library/assistant director of the Center

**Executive Committee of the Council** is made up of the officers of the council. The president and/or designate is a member *ex officio* of the executive committee. The duties of the executive committee are:

1. Coordinating with the director for the work of the council
2. Acting on behalf of the council between meetings of the council
3. Communicating with the members of council and Center as appropriate
4. Collaborating with the director in financial management and budget development for the Center
5. Maintaining the on-going sustainability and effectiveness of the Center

These by-laws may be amended or revised by the council upon recommendation of the executive committee with 30 days notice prior to a meeting of the council.

Adopted April 2022