

**BYLAWS OF**  
**THE CHRISTIAN SCIENCE JOINT MEDIA COMMITTEE**  
**OF SOUTHERN CALIFORNIA**  
**A California Nonprofit Religious Corporation – 95-4349945**

**ARTICLE I ORGANIZATION**

**1.1 Name.** The Christian Science Joint Media Committee of Southern California (JMCSC) is a joint committee of the Branch Churches of Christ, Scientist, and Christian Science Societies in Southern California.

**1.2 Nonprofit Corporation.** The Committee is a California Nonprofit Corporation qualified under Section 501 (c) (3) of the Internal Revenue Code, enabling the Committee to receive tax deductible contributions from individuals, corporations, foundations, and other interested parties.

**1.3 Purpose.** The primary purpose of this Corporation is to publicize “Christian Science” in a way that will attract, bless, and heal mankind. This is done on behalf of Branch Churches and Societies by jointly sponsored advertising, electronic broadcasts, meetings, online communications, and other types of promotion of Christian Science which are not feasible for Branch Churches and Societies to maintain individually.

**ARTICLE II MEMBERSHIP**

**2.1 Members.** All Branch Churches and Societies in Southern California (generally identified as those located south of the 36<sup>th</sup> parallel) shall be considered members of the Joint Media Committee.

**2.2 Representation.** Each Christian Science Branch Church or Society shall be entitled to annually appoint one Representative and one Alternate to the Committee. The appointed Representative or Alternate is entitled to vote on behalf of their Branch Church or Society.

**ARTICLE III BOARD OF DIRECTORS**

**3.1 Responsibilities of the Board of Directors.** The Board of Directors shall be responsible for establishing, overseeing, and administering a program of activities designed to fulfill the Purpose of the Committee, including directing Committee initiatives and determining their content. The Board is also responsible for securing and managing adequate resources to carry out the Committee’s work.

**3.2 Membership of the Board of Directors.** The Board of Directors shall be composed of not less than five (5) nor more than twelve (12) individuals.

**3.3 Election of Directors.** The Directors shall be elected annually by the Representatives from the pool of Branch Church Representatives. The procedure is as follows:

- Representatives shall be polled by the Secretary to self-nominate or make a nomination of a Representative from the pool. If nominating another Representative, permission must be obtained from that individual.
- Representatives will be sent a ballot with nominees.
- Those nominees receiving a majority vote by the responding Representatives shall be declared elected.
- Should more than 12 names appear on the ballot, the twelve nominees receiving the highest number of votes shall be declared elected.

The term of office for all Directors shall be one year. Directors shall be eligible for re-election.

**3.4 Election and Appointment of Officers.** The Chairperson and Vice Chairperson for the Board of Directors will be elected by the Directors following the election of Directors. The Secretary and Treasurer are appointed annually by the Board of Directors and may be re-appointed.

**3.5 Board of Directors' Meetings.** The Board of Directors shall meet quarterly and as otherwise needed.

**3.6 Quorum.** A minimum of three (3) Directors shall constitute a quorum of the Board of Directors for the transaction of business. If only three (3) Directors are in attendance, any vote must be unanimous.

## **ARTICLE IV DUTIES**

**4.1 Duties of Representatives.** It shall be the role of all Representatives to:

- A. Support the activities of this Committee with regular metaphysical work.
- B. Respond to Committee communications and attend Board meetings as non-voting participants.
- C. Share, announce and report on Committee activities to their respective Branch Church or Society.
- D. Encourage their Church/Society to contribute financially to the Committee and confirm that the contribution(s) is/are being sent to the committee. Encourage church members to contribute individually.
- E. Ensure that Branch Church and Society Executive Board Chairpersons, Sunday School Superintendents, Reading Room Librarians, Lecture Committee Chairs and Clerks understand how to support and take advantage of the services of the JMCSC.

**4.2 Duties of the Board of Directors.**

- A. Determine suitable media and promotions, set funding requirements, and raise funds to achieve the Committee's goals.
- B. Establish subcommittees or working groups, as needed, and appoint individuals to serve on these groups, which may include non-board members. The Board may also appoint advisers with relevant knowledge and expertise.

C. Appoint a Secretary and Treasurer for the ensuing year and determine the salaries. One person may fill the offices of Secretary and Treasurer at the same time.

D. Appoint a Financial Adviser. The Financial Adviser shall have the authority and responsibility to:

- Oversee, guide, and monitor the financial policies of the Committee.
- Develop and present recommendations for investing Committee funds.
- Serve as the liaison with financial institutions holding Committee funds.
- Provide, at a minimum, quarterly reports on Committee invested assets.

E. Designate the financial institution(s) for the deposit or investment of the Committee's funds.

F. Approve all contracts, including those for radio, television, print media, online marketing, and electronic communications.

G. Examine monthly financial reports.

H. Provide for an annual review of the Treasurer's books.

I. Hold an annual meeting.

## **ARTICLE V OFFICERS AND DUTIES**

The officers of this corporation shall be a Chairperson, Vice Chairperson, Secretary, and Treasurer.

A. Chairperson. The Chairperson shall have the authority and responsibility to:

- Be designated as the Chief Executive Officer for legal purposes.
- Preside at all meetings.
- Chair the Executive Committee.
- Call special meetings of the Board, Executive Committee, or Joint Media Committee when necessary.
- Nurture development of the Committee vision including strategic planning and financial health.
- Communicate with the Board, Representatives, Churches and Societies.

B. Vice Chairperson. The Vice Chairperson shall have the authority and responsibility to:

- Perform the duties of the Chairperson in his/her absence.
- Assist the Chairperson when requested.
- Serve as a member of the Executive Committee.

C. Secretary. The Secretary shall have the authority and responsibility to:

- Handle correspondence of the Committee and its Board of Directors.
- Maintain a complete and accurate record of all meetings.

- Perform any other duties usually required of this office including the signing of financial instruments and contracts authorized by the Board of Directors.
- Distribute financial information as provided and directed by the Treasurer and approved by the Board of Directors to the Representatives, Churches and Societies.

D. Treasurer. The Treasurer shall have the authority and responsibility to:

- Be designated as the Chief Financial Officer for legal purposes.
- Have custody of the funds of this Committee.
- Have current signature cards on file at the financial institutions.
- Pay all bills with the approval of the Board of Directors.
- Keep an orderly itemized account for all receipts and expenditures.
- Prepare monthly financial statements and budget expenditure updates for the Board of Directors.
- Ensure the Secretary is provided with necessary information from the JMCSC Board of Directors to distribute to the Representatives to enable them to advise their memberships regarding their financial support for the JMCSC.

## **ARTICLE VI EXECUTIVE COMMITTEE**

**6.1 Composition.** The Executive Committee shall consist of four members, all of whom shall be members of the Board. The Chairperson, Vice Chairperson, and two Board Members nominated by the Chairperson and ratified by the Board shall constitute the Executive Board membership. The Chairperson will serve as Chair of the Committee.

**6.2 Authority and Responsibility.** The Executive Committee possesses no authority or power of its own; all its actions are subject to Board approval. The Executive Committee can meet only when convened by the Chairperson to discuss issues identified by the Chairperson. The Executive Committee shall have the following responsibilities:

- Advise the Chairperson upon request.
- Assist and support the Chairperson in handling matters that must be addressed between Board meetings.
- Assist the Chairperson in setting the Board agenda and developing recommendations for full Board action.
- Propose operational plan and budget for the following year.
- Ensure that strategic and long-range planning are conducted.

**6.3 Meetings.** The Executive Committee shall meet as often as necessary to conduct its business as the Chairperson determines and ensure that minutes are taken and distributed to all Board members prior to its next regular meeting. A majority of Executive Committee members shall constitute a quorum, and a majority vote of voting Executive Committee members with a proper quorum shall constitute proper action.

## **ARTICLE VII INDEMNIFICATION**

The Committee, to the maximum extent permitted by California General Nonprofit Corporation Law, shall have the power to indemnify each of its agents against expenses, judgments, fines, settlements, and other amounts actually or reasonably incurred in connection with any proceeding arising by reason of fact that such person is or was an agent of the Committee.

## **ARTICLE VIII AMENDMENT OF BYLAWS**

Amendments to these Bylaws may be proposed by the Board of Directors or upon written request of a Member. Proposed Bylaw amendments shall be sent to all Representatives with a request for a response in fourteen (14) days. These Bylaws may be amended by a two-thirds majority vote of the responding Representatives. Unless otherwise specified in the amendment, the amendment shall become effective immediately.

## **ARTICLE IX DISSOLUTION**

**9.1 Dissolution.** Dissolution shall require a two-thirds vote of the Members. Prior to a vote on dissolution, notification of such a pending vote shall be sent to each Member Church or Society at least fourteen (14) days prior to such a vote.

**9.2 Upon Dissolution.** In the event of dissolution of the Committee, all debts shall be paid, and all remaining assets shall be given to one or more active joint committees, Branch Churches or Societies in Southern California, The Mother Church (The First Church of Christ, Scientist, in Boston, Massachusetts), or other Christian Science organizations to be determined by a 2/3 vote of Representatives at the time of dissolution.

## **ARTICLE X PARLIAMENTARY ORDER**

Except when inconsistent with these Bylaws, the latest edition of Robert's Rules of Order, Newly Revised, shall govern the conduct of the meetings of the Committee, its Board of Directors, Officers, and Subcommittees.

**AMENDED 11/25/24**