

Spiritualist Church of Eternal Life

352 Crowley Road

Sabattus, Me

Bylaws

Effective June 23, 2019

Revised on June 23, 2019

BYLAWS

Spiritualist Church of Eternal Life

Sabattus, Maine

ARTICLE I

NAME

SECTION 1. NAME. The name of this Religious Society is the Spiritualist Church of Eternal Life; and having duly incorporated under the laws of the State of Maine on February 28, 2011; and holds Charter Number 716 of the National Spiritualist Association of Churches.

SECTION 2. Its objectives are for the purpose of holding services and meetings for the promulgation of the Science, Philosophy and Religion of Spiritualism in accordance with the bylaws and usage of the NSAC of the USA, a Hierarchical Religious Society incorporated under the laws of the District of Columbia.

SECTION 3. The initials SCOEL shall stand as an abbreviation of the corporate name of this Auxiliary.

ARTICLE II

PRINCIPLES-DEFINITIONS-HEALING PRAYERS

SECTION 1. DECLARATION OF PRINCIPLES. The following Declaration of Principles is

published to the world, not as a creed binding the conscience of the individual, but as the consensus of a large majority of the members of the NSAC on the fundamental teaching of Spiritualism. The Declaration of Principles shall be recited at all devotional services.

1. We believe in Infinite Intelligence.
2. We believe that the phenomena of nature, both physical and spiritual, are the expression of Infinite Intelligence.
3. We affirm that a correct understanding of such expression and living in accordance therewith constitute true religion.
4. We affirm that the existence and personal identity of the individual continue after the change called death.
5. We affirm that communication with the so-called dead is a fact, scientifically proven by the phenomena of Spiritualism.
6. We believe that the highest morality is contained in the Golden Rule: "do unto others as you would have them do unto you.
7. We affirm the moral responsibility of the individuals, and that we make our own happiness or unhappiness as we obey or disobey Nature's physical and spiritual laws.
8. We affirm that the doorway to reformation is never closed against any soul here or hereafter.
9. We affirm that the Precepts of Prophecy and Healing are divine attributes proven through Mediumship.

SECTION 2. SIMPLIFIED DECLARATION OF PRINCIPLES. The following Simplified Declaration of Principles is published for use in the Spiritualist Lyceum of this Auxiliary.

1. We believe in God.

2. We believe that God is expressed through all Nature.
3. True religion is living in obedience to Nature's Laws.
4. We never die.
5. Spiritualism proves that we can talk with people in the Spirit World.
6. Be kind, do good, and others can learn to do likewise.
7. We bring unhappiness to ourselves by the errors we make and we will be happy if we obey the Laws of Life.
8. Every day is a new beginning
9. Prophecy and healing are expressions of God.

SECTION 3. DEFINITIONS. The following Definitions are published to the world, not as all-inclusive or all-exclusive, but as comprehensive and concise statements having the sanction of this Society for use in court and practical affairs:

- A. **Spiritualism** is the Science, Philosophy and Religion of continuous life, based upon the demonstrated fact of communication by means of Mediumship, with those who live in the Spirit World.
- B. A **Spiritualist** is one who believes, as the basis of his or her religion, in the communication between this and the Spirit World by means of Mediumship, and who endeavors to mould his or her character and conduct in accordance with the highest teachings derived from such communication.
- C. A **Medium** is one whose organism is sensitive to vibrations from the Spirit World, and through whose instrumentality intelligence in that world is able to convey messages and

produce the phenomena of Spiritualism.

- D. **A Spiritualist Healer** Is one who, either through one's own inherent power or through Mediumship, is able to impart vital, curative force to pathologic conditions.
- E. **The Phenomena of Spiritualism** consists of Prophecy, Clairvoyance, Clairaudience, Clairsentience, Gift of Tongues, Laying on of Hands, Healing, Visions, Trance, Apports, Levitation, Raps, Automatic and Independent Writings and Paintings, Voice, Materialization, Photography, Psychometry and any other manifestation proving the Continuity of Life as demonstrated through the Physical and Spiritual senses and faculties of humanity.

SECTION 4. ASPECTS OF SPIRITUALISM.

- A. **Spiritualism is a Science** because it investigates, analyzes, and classifies facts and manifestations demonstrated from the spirit side of life.
- B. **Spiritualism is a Philosophy** because it studies the Laws of Nature both on the seen and unseen sides of life and bases its conclusions upon present observed facts. It accepts statements of observed facts of past ages and conclusions drawn therefrom, when sustained by reason and by results of observed facts of the present day.
- C. **Spiritualism is a Religion** because it strives to understand and to comply with the Physical, Mental, and Spiritual Laws of Nature, which are the Laws of God.

SECTION 5. PRAYER FOR SPIRITUAL HEALING. The following is for use at all public services:

I ask the great unseen Healing Force
To remove all obstructions from my mind and body

And to restore me to perfect health
I ask this in all sincerity and honesty and I will do my part
I ask this great unseen Healing Force
To help both present and absent ones who are in need of help
And to restore them to perfect health
I put my trust in the love and power of God

SECTION 6. CHILDRENS'S HEALING PRAYER. The following is for use at all

Children's Lyceums:

I ask God's Healing Power to make me whole and well
I know that I work with God, through my thoughts and actions
To make this healing happen
I ask God's Healing Power to heal other people near and far away
I trust that God will answer this healing prayer

ARTICLE III

OBJECTIVE

SECTION 1. OBJECT. The object of this Auxiliary shall be to more thoroughly organize; for the purpose of holding services and meetings for the promulgation of the Science, Philosophy and Religion of Spiritualism in accordance with the Bylaws and usage of the NSAC of the USA, a Hierarchical Religious Society incorporated under the laws of the District of Columbia.

SECTION 2. PROPERTY. This Auxiliary may acquire by purchase, bequest, gift, or otherwise

such real and personal property as may be necessary or useful to its purposes, and may hold control or convey such property in accordance with such objectives; shall accept and hold in trust for their respective chartered membership, such real and other properties as such membership may acquire and deposit titles with, or repose in, this Auxiliary.

ARTICLE IV

ALLEGIANCE

SECTION 1. SUBJECT TO. This Auxiliary organization is subject to the Bylaws of NSAC to the extent that this Auxiliary's Bylaws shall not be inconsistent with the society or corporation laws of the United States of America or of the State of Maine. We further agree on behalf of ourselves, our associates and successors, to incorporate our organization under the civil laws of the jurisdiction in which we are located, and that the articles of this incorporation shall contain the statement of NSAC Bylaws, Article IX, Section 1. Legal Incorporation.

ARTICLE V

MEMBERS

SECTION 1. MEMBERSHIP CRITERIA. A person may become a member of this Auxiliary if he or she:

- A. Is at least eighteen (18) years of age.
- B. Declares their acceptance and belief in the Science, Philosophy, and Religion of Modern Spiritualism.

- C. Subscribes to the Declaration of Principles and its Bylaws
- D. Acknowledges proof of the continuity of life through satisfactory demonstration.
- E. Completes and signs an application form prescribed by the NSAC.
- F. Attend three hours of classes or services to understand the Science, Philosophy and Religion of Spiritualism, as prescribed by the National Spiritualist Association of Churches.

SECTION 2. DEFINITION OF MEMBER IN GOOD STANDING. A member in good standing is defined as being a member of the Auxiliary for a period of at least three (3) months with any required dues, fees or assessments of the Auxiliary being current. To be a member in good standing, the member must have done one of the following with the SCOEL Auxiliary:

- A. Attended functions such as classes, workshops, fund raisers, etc.
- B. Contributed to the ministry.
- C. Corresponded with the ministry (for members away)
- D. Served the ministry in some capacity
- E. Attended church services
- F. Compliance with the Hand of Fellowship oath
 - 1. Compliance with the Hand of Fellowship oath
 - 2. Have you tested to the satisfaction of your own mind the sublime truth of Spirit communication, and accepted it as a means for the upliftment of humanity?
 - 3. Do you promise, in so far as in your power, to conform to your highest conception of right, morality, and honor?

4. Will you aid and assist your suffering humankind by supplying their physical needs, so far as you can without injury to yourself or family, and by giving them such spiritual consolation as may be yours to impart whenever proper opportunity offers?
5. Will you cheerfully contribute your just and rightful share toward the support of this church, and do all that you reasonably can to promote harmony among its friends and members, and to make its influence a source of good in this community?
6. Do you affirm your acceptance of and belief in the Declaration of Principles of the NSAC and do you promise to obey all the rules and regulations enjoined by the bylaws of this Association and of this church?

SECTION 3. MEMBERSHIP REQUIREMENTS / LIMITATIONS.

- A. Membership in this Auxiliary is effective upon majority approval of the Board of Trustees, or membership in duly called Board or Membership meeting.
- B. If an applicant has previously been a member of NSAC or a chartered church society and membership has lapsed, the membership application shall be submitted to the NSAC Board of Trustees for review and approval prior to any action by the Auxiliary. The NSAC Board, by a two-thirds (2/3) vote, may reinstate members who have been expelled by the Disciplinary Procedures.
- C. No member of the Auxiliary shall be allowed to vote on questions before such society, or be allowed to hold office until the person has been a member for at least three (3) months immediately preceding the date of voting.
- D. An individual shall not hold membership in more than one society affiliated directly or indirectly with the NSAC with the exception of camp associations, Lyceums, service clubs and educational auxiliaries.
- E. No chartered church society shall permit in its own articles of incorporation, constitution/bylaws, or standing rules, recognition as a member, an individual holding

membership in any other religious denomination. Such an individual shall be considered to be in dual membership.

F. An individual shall be considered to be in dual membership if they:

1. Hold credentials and/or membership in any church or religious organization other than NSAC, which issued credentials for, or comparable to: Ordination, Licentiate Minister, Certified Medium, Commissioned Spiritualist Healer, or the National Spiritualist Teacher Degree.
2. Hold membership in more than one church society.

G. Members of this Auxiliary in conjunction with NSAC members are prohibited from using fortune telling cards, crystals, crystal balls, Ouija boards, tea leaves, palmistry while acting in their capacity of certification as NSAC members as these practices do not prove the continuity of life.

SECTION 4. DELINQUENT MEMBERSHIP. Refer to Article VI Membership Dues Section

3.

SECTION 5. TRANSFER OF MEMBERSHIP. A member may transfer membership to another NSAC church society by following NSAC Bylaws governing membership transfers (Article III Section 9. Transfer of Membership). Should this Auxiliary cease to function and return its charter to NSAC, all members in good standing upon request through NSAC may transfer membership to another Auxiliary through the process of Transferring Membership. See Auxiliary Secretary for current NSAC transfer form, which is the only form that can be used.

SECTION 6. REINSTATEMENT OF MEMBERSHIP. If applicant previously was a member of an NSAC Auxiliary and had left NSAC, this application must be sent to the NSAC Secretary's office for Board of Trustee's approval prior to acceptance into church membership. Before application will be submitted to the NSAC Secretary's office for Board of Trustees approval. The applicant must pay all past required dues.

ARTICLE VI

FEE-DUES-ASSESSMENTS

SECTION 1. NSAC AUXILIARY ASSESSED FEES. This Auxiliary shall submit its NSAC Annual reports, charter fees, and per capita fees to the NSAC Secretary no later than July 31st of each year.

SECTION 2. ASSESSED FEES TO INDIVIDUALS. January is the renewal month for holders of Licentiate Minister, Certified Medium, and Commissioned Spiritualist Healer certificates (except for those held by ordained ministers, which renew in August). Holders of more than one of the credentials should note that a separate form must be submitted for each credential. Submit form(s) and fee(s) to your church secretary with payment (payable to your church) for each credential being renewed. After church recommendation, forms and payment are forwarded to NSAC. Renewals must be received and paid no later than January 31st.

SECTION 3. MEMBERSHIP DUES. Membership dues in the amount of \$25.00 are due and payable March 31st of each year. To reinstate membership after a lapse, said members are

required to follow reinstatement by-law Article V Section 6. Dues for new members will be prorated as follows: April 1st to June 30th, \$25.00, July 1st to December 31st, \$20.00, and January 1st to March 31st, \$15.00.

SECTION 4. FEES, DUES, ASSESSMENTS RENEWALS. All members of this auxiliary, having reached seventy years of age, are exempt from payment of SCOEL dues, and/or fees, except for an amount equal to annual assessments from NSAC of \$20.00 per year.

ARTICLE VII

OFFICERS

SECTION 1. ELECTIVE OFFICERS. The elective officers of this Auxiliary shall be a President, Vice-President, Secretary, and Treasurer, and who together with one (1) other Trustee all elected at the Annual Membership Meeting shall constitute a board of five (5).

SECTION 2. BOARD ELIGIBILITY.

A. No person shall be elected or appointed to the Auxiliary until they have been a member in good standing for a period of three (3) months.

SECTION 3. ELECTION GROUPS SCHEDULE. The first Board of Trustees will be elected by the founders of the Auxiliary, with the Officers and trustees serving until the Annual Membership Meeting. Beginning in the year 2012 the Officers shall be elected, along with one

(1) trustee, by a majority vote at the Annual Meeting of the membership in two (2) groups as follows:

A. President and Treasurer elected for a term of three years.

B. Vice President, Secretary, and one trustee elected for a term of two years.

Therefore, one of the above groups shall be elected for a term of two or three years based upon the group. All shall hold office for the term for which they were elected or until their successors are elected or qualified. Vacancies due to death, incapacity, removal or resignation shall be filled by the Board until the next annual meeting, at which a special election for the remainder of the unexpired term shall be held by the membership.

SECTION 4. TERM LIMITS. There are no limitations regarding consecutive terms of service applied to executive officers providing they have met the eligibility requirements as described in Section 2 above and are duly elected by the membership at the Annual Membership Meeting.

SECTION 5. BOARD ATTENDANCE. If an Officer and/or Trustee are absent from three (3) consecutive scheduled Board meetings within a one year period, the Board, at their discretion, and by a two-thirds (2/3) vote, may declare the position vacant and appoint an Officer and/or Trustee to fill the position until the next Annual Meeting. If extenuating circumstances exist, such as illness, the Board may elect to excuse such absence.

SECTION 6. TRANSFER OF RECORDS. It shall be the final duty of all outgoing officers and trustees of this Auxiliary to deliver to their successors in office all papers, reports, books,

correspondence, money, securities and property that are in their possession.

SECTION 7. DUTIES OF OFFICERS.

A. The PRESIDENT shall:

1. Preside at all membership and Board meetings.
2. Have general supervision over the Officers, Trustees, and affairs of the Auxiliary.
3. Appoint standing and special committees as required.
4. Countersign all charters, certificates, commissions, powers of attorney and all other papers authorized by the Board of Trustees bearing the seal of the Auxiliary.
5. Present a message to each Annual Membership meeting to cover the activities of his/her office, review the condition of the status of the Auxiliary and make recommendations for its advancements.

B. The VICE-PRESIDENT shall:

1. Perform all the duties of the President in the absence of the President, through death, removal, or disability of six (6) months duration.
2. Perform such further duties as the Board of Trustees may require.

C. The SECRETARY shall:

1. Have charge of all administrative work at all meetings of the Auxiliary and keep an accurate record of all Board Meetings.
2. Present report to each Annual Membership Meeting as to the activities of the office of Secretary, containing details as to membership and recommendations for improving the organization.
3. Be responsible for the management and operation of the Auxiliary office.

4. Prepare and keep on file all records and accounts of the Auxiliary.
5. Attend to the Auxiliary's correspondence and be a custodian of its seal.
6. Be responsible for receipt of monies, or evidence of such monies, keeping an accurate account for transfer to the Treasurer, or providing the Treasurer with a duplicate deposit receipt.
7. Be the custodian of all funds, bonds, notes, securities and assets.
8. Perform such further duties as said Board of Trustees may require.

D. The TREASURER shall:

1. Receive all evidence of monies from the Secretary.
2. Pay bills against the Auxiliary as agreed by the Board.
3. Furnish a statement of financial position for all accounts whenever requested by the President, or three members of the Board.
4. Make a full report to each Annual Membership Meeting, setting forth the condition of the Auxiliary's funds, the nature and extent of investments income and disbursements.
5. Perform such further duties as the Board of Trustees may require.

E. The TRUSTEE shall:

1. Be responsible for sending birthday, illnesses, or condolence cards or other appropriate social correspondences as directed by the Board of Trustees.
2. Chair committees as directed by the Board of Trustees.
3. Present the interests and concerns of church members to the Board of Trustees.
4. Share the workload of the Board as the Board of Trustees may require.

SECTION 8. BOARD MEETINGS. The Board of Trustees shall meet monthly on the third Sunday of the month following service.

A. SCOEL Board meetings shall be open or closed at the Board's discretion. Board determination at closed meetings will be announced to the membership. When open meetings are planned, members will be notified, with proper advance notice to said members through postings on Facebook, the SCOEL website, the SCOEL bulletin board at the church and through a verbal announcement at the church.

SECTION 9. QUORUM. Three (3) members of the Board of Trustees shall constitute a quorum.

SECTION 10. VACANCIES. It shall be the duty of the Board of Trustees to fill by appointment, all vacancies of office until the next annual membership meeting, or until their successor is duly elected and qualified.

ARTICLE VIII

MEMBERSHIP MEETINGS

SECTION 1. ANNUAL MEMBERSHIP MEETING. The Annual business meeting of the Church shall be held on the last Sunday of June of each year, as an addition to the regularly planned religious service on that day. Officers and trustee will be elected at this meeting. Officers' reports will be read, revisions made to membership lists and other necessary business will be transacted. The legal call for this meeting shall be a written notice sent to each Member ten (10) days before the date of the meeting, setting forth the principle business to be transacted

and the time and place of the meeting.

SECTION 2. SPECIAL MEETINGS. With at least ten (10) days written notice given to the membership, stating the time, place and purpose of the meeting, Special Membership Meetings may be called by the President and at least two other board members, or upon written request of five (5) SCOEL members in good standing.

SECTION 3. ORDER OF BUSINESS. The suggested order of business at all meetings shall be as follows:

Opening Prayer

Roll Call

Reports of Officers

Reports of Committees

Election of Trustees (when appropriate)

Old Business

New Business

Adjournment

SECTION 4. QUORUM. A quorum will constitute 30% of the membership.

ARTICLE IX

COMMITTEES

SECTION 1. STANDING COMMITTEES. The following shall be the standing committees and shall report to the Board of Trustees, Annual Membership Meeting and to the Special Meetings when it serves the agenda. The President shall ex-officio chair of all committees, except the Nominating committee.

- A. **Nominating Committee** – The Nominating Committee shall consist of three (3) members appointed by the Board of Trustees at the last Board meeting before the Annual Membership Meeting, who shall solicit and submit, in advance, nominations for the various officers for which elections are to be held at the annual meetings.
- B. **Auditing Committee** – The Auditing Committee shall consist of three (3) members and whose purpose shall be to audit the Treasurer’s books prior to the Annual Membership Meeting and any other time that the Board should direct. If the Board of Trustees feels that it is necessary an outside audit may be requested.
- C. **Bylaw Committee** – The Bylaw Committee shall consist of three (3) members whose duty shall be to recommend amendments and revisions of the current Bylaws to the membership at the Annual Membership Meeting.
- D. **Ethics and Standards Committee** – The Ethics and Standards Committee shall consist of three (3) members, two (2) of whom have NSAC Credentials whose duty it shall be to review complaints of violations or improprieties against members, and to give recommendations to the Board concerning such.
- E. **Public Relations Committee** - The Public Relations Committee shall consist of three (3) or more members whose duty and function shall be to create public relations projects and other promotional items for the Auxiliary with the approval of the Board of Trustees.

SECTION 2. SPECIAL COMMITTEES. Other such committees may be appointed by the

President or the Board from time to time to carry on the work of the Auxiliary. The purpose of a special committee, the number of members serving on a defined committee, and the duration of that committee will be determined by the Board. The Board also has the jurisdiction to redefine the roles and duration of such special committee.

SECTION 3. APPOINTMENT OF COMMITTEE MEMBERS. The President shall appoint the members to all committees, with the exception of the Nominating Committee (which will be appointed by the Board). In the absence of the President, the Board may make appointments to committees.

SECTION 4. COMMITTEE RESPONSIBILITIES. All Committees, thirty (30) days prior to the Annual Membership Meeting shall file with the Board of Trustees a written report, no more than three hundred (300) words, on their activities for the past year.

ARTICLE X

PASTOR AND/OR PASTORAL COMMITTEE CHAIRPERSON

SECTION 1. ELIGIBILITY OF THE PASTOR. A member of good standing of SCOEL who has obtained certification as a NSAC Ordained Minister, may be appointed by the members to the position of Pastor of SCOEL for three (3) years.

SECTION 2. ELIGIBILITY OF PASTORAL COMMITTEE CHAIRPERSON. A person who is a member in good standing of the Society and has or is currently pursuing a NSAC Ordained Minister, a National Spiritualist Teacher, or Licentiate Minister credential may be elected by the members at an Annual Membership Meeting to the position of Pastoral Committee

Chairperson for a period of one (1) year.

SECTION 3. PASTORAL COMMITTEE. In the absence of an Ordained Ministers, National Spiritualist Teacher or Licentiate Minister, a Pastoral Committee may be appointed to fulfill the duties of the pastor. The Pastoral Committee shall consist of three (3) members of the auxiliary who shall serve for a period of time as determined by the Auxiliary's membership in a duly called meeting.

A. Pastoral Committee will be supervised by an NSAC Ordained Minister.

SECTION 4. DUTIES OF PASTOR. Duties of the Pastor shall be to:

- A. Conduct the religious service of the Auxiliary with the assistance of NSAC credentialed workers, MPI students and/or student workers of the Auxiliary in good standing.
- B. Act as spiritual advisor to the members of the congregation when called upon to do so.
- C. Select and schedule the platform workers.
- D. Recommend or approve the teachings, seminars, classes, to be offered under the auspices of this Society.
- E. Officiate at weddings (when qualified to do so), consecrations (naming services), funerals, and all other functions normally performed by the ministry when called upon to do so.
- F. Make recommendation of persons qualified for certification application and certificate renewals for approval by the Board of Trustees.

SECTION 5. RESIGNATION OF PASTOR/PASTORAL COMMITTEE CHAIRPERSON.

The resignation of the Pastor/Pastoral Committee Chairperson may be tendered by the

Pastor/Pastoral Committee Chairperson at any time when submitted to the Board of Trustees, in writing, giving due notice of not less than one (1) month.

SECTION 6. REMOVAL OF THE PASTOR/PASTORAL COMMITTEE CHAIRPERSON.

The removal of the Pastor or Co-Pastor shall be by majority vote of the members of this Auxiliary present on a duly called regular or special members meeting.

SECTION 7. ELIGIBILITY OF PLATFORM / SERVICE WORKERS. Only persons meeting

one of the following requirements shall serve the platform of this Auxiliary:

- A. Holding certification under NSAC or its state associations.
- B. Students of this Auxiliary working towards certification and recommended by this Auxiliary's Pastor or Pastoral Committee Chairperson, or students of other NSAC chartered church societies upon recommendation of their Pastor or Board of Trustees.
- C. Members in good standing of this Auxiliary upon recommendation of this Auxiliary's Pastor or Pastoral Committee Chairperson.
- D. Guest workers as approved by this Auxiliary's Pastor or Pastoral Committee Chairperson.

SECTION 8. PLATFORM CODE OF CONDUCT. Political or other controversial subject deemed inappropriate by NSAC or this Auxiliary shall not be discussed from the platform during any religious service of this Auxiliary. Refer to the NSAC Code of Ethics.

ARTICLE XI

DISCIPLINARY PRODEDURE

SECTION 1. SUBJECT TO DISCIPLINE. Any individual holding membership in this Auxiliary is responsible to the Auxiliary's Bylaws and is subject to discipline upon being found to have committed, or to have permitted the commission of one or more of the following:

- A. Willful violation of the Bylaws or Standing Rules of this Auxiliary or gross neglect of fiduciary responsibilities.
- B. Acts or statements which advocate doctrines antagonistic to, or inconsistent with the fundamental teachings of Spiritualism or the NSAC.
- C. Violation of the SCOEL Code of Conduct. We are a community of like-minded spiritual beings. We follow the golden rule. We do not tolerate bullying, harassment, intimidation, negativity or harmful judgment of others. We lovingly encourage personal growth for each other, as we also seek it for ourselves; we strive to live each day as intended by natural law.
- D. Knowingly make false statements or misrepresentation of the facts in a formal complaint or grievance.

SECTION 2. FORMAL COMPLAINT. The formal complaint shall be filed using the SCOEL Formal Complaint Form (Attachment 1) with the Secretary of the Auxiliary having jurisdiction, and a copy of the complaint, or charges, shall be sent to any person(s) against whom the complaint is made, all material to be sent by certified mail, return receipt.

SECTION 3. DISCIPLINARY PROCEEDINGS.

- A. Disciplinary proceedings shall be initiated by the filing of the formal written complaint using SCOEL Formal Complaint Form (Attachment 1) signed by the complainant. The written complaint must set forth a clear, concise statement of the alleged wrongful conduct, together with the dates and places where the conduct took place, and the names, addresses and

telephone numbers of any witnesses to the alleged conduct. If a violation of the Auxiliary's Bylaws is alleged, the specific Article and Section shall be cited in the written complaint. The complaint shall be accompanied by documentation and/or a statement signed by the member who supports the complaint.

- B. All formal charges shall be administered in accordance with the procedures set forth in the current edition of *Robert's Rules of Order, Newly Revised*, except as specifically set forth in this Article. (examples: mediation, timing, authority of decision by trialboard having jurisdiction, appeals)
- C. Upon receipt of the formal written complaint as described in Section 2 of this Article, the President of the Auxiliary shall designate an Ethics and Standards Committee within fifteen (15) days. Upon receipt of the written complaint the Ethics and Standards Committee exercising jurisdiction shall make a recommendation within sixty (60) days regarding the disposition of the complaint.
- D. The body exercising jurisdictional control, after considering the Ethics and Standards Committee's report, if the complaint is not sustainable, provable or is lacking in merit, the Board may dismiss the complaint or issue a letter of instruction.
- E. If mediation is considered appropriate by the jurisdictional body, and agreed to by the accused, then the parties to mediation may select a mediator from the membership of this Auxiliary, or they may retain a professional mediator available through an alternative dispute resolution service. If the accused refuses to submit to mediation and to be bound, or if mediation is not considered appropriate under the facts or circumstances of the case, charges shall then be referred to investigation. If the accuser refuses to submit to mediation and be bound, then the complaint is dismissed.

ARTICLE XII

INACTIVITY

SECTION 1. INACTIVITY. If this church society should become inactive for any cause, and cease holding services or meetings, its board of trustees shall appoint one of its officers or one of its members in good standing to be the custodian and to have possession of its charter, records, and assets for such period of time up to three years for the reestablishment and resumption of its services and activities. Within thirty (30) days after appointment, said custodian shall make a full written report to the Secretary of the NSAC. This report shall describe or name all assets of the church, current membership list with names of board members, certified or commissioned workers and ordained ministers; and a plan for reorganization.

SECTION 2. DEFUNCT. Whenever this church society shall disperse or otherwise become defunct, its board of trustees through its secretary, or its custodian, shall surrender its charter and records and all its assets to the Secretary of the NSAC to be held in trust for at least three years.

SECTION 3. DISSOLUTION. Upon dissolution of the organizations, the assets of the corporation shall be distributed in accordance with Article VIII, Section 9 of the NSAC Bylaws, the parent body of this organization. If the NSAC is unable or unwilling to manage and/or distribute the assets of this corporation upon its becoming defunct or dissolving, distribution shall be in accordance with the laws of the state for defunct or dissolved nonprofit corporations.

ARTICLE XIII

AMENDMENTS

SECTION 1. These Bylaws may be amended by a two-thirds (2/3) vote at any Annual Membership or special membership meeting, a quorum being present, on a proposal submitted and seconded by any members of this society in good standing, the Board of Trustees, a committee on bylaws revision or amendment appointed by the Board of Trustees, or by the members at an Annual meeting. The NSAC Proposed Amendment to Bylaws form should be used.

SECTION 2. FILING AND NOTICE OF AMENDMENT. The proposed amendment shall be filed with the Secretary of the Auxiliary at least forty-five (45) days prior to the Annual Membership Meeting or special membership meeting. The Secretary shall, not less than 30 days prior to the Annual Membership Meeting or special membership meeting, transmit copies of all proposed Bylaw amendment(s) to all members of the Society in good standing.

ARTICLE XIV

SPECIAL OBSERVANCES

SECTION 1.

January 25 th	Founder's Day for the establishment of the Children's Progressive Lyceum (1863).
4 th Sunday in March	Gratitude Day - Offering taken for Spiritualist Benevolent Society

March 31 st	Anniversary of Modern Spiritualism (1848)
2 nd Sunday in August	Spiritual Science Day - Offering taken for Spiritual Science Research Fund
August 11 th	Andrew Jackson Davis' Birthday (1826)
September 27	Anniversary of the NSAC (1893)
4 th Sunday in September	NSAC Day - Offering taken for the NSAC General Fund-Endowment Fund
November 25	SCOEL's Charter Day / Birthday (2010)

ARTICLE XV

COMPLIANCE WITH FEDERAL LAW

SECTION 1. ARTICLES OF INCORPORATION. Other provisions of these articles including provisions for the regulation of the internal affairs of the Corporation, distribution of assets on dissolution or final liquidation and the requirements of the Internal Revenue Code Section 501 (c) are set out below.

- A. No part of the net earnings of the Corporation shall inure to the benefit of any director, trustee, officer of the Corporation, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Corporation affecting one or more of its purposes), and no director, trustee, officer of the Corporation, or any private individual shall be entitled to share in the distribution of any of the Corporate assets on dissolution of the Corporation. No

substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

- B. The Corporation shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent federal tax laws.
- C. The Corporation shall not engage in any act of self-dealing as defined in Section 4941 of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent federal tax laws.
- D. The Corporation shall not retain any excess business holdings as defined in Section 4943 (c) of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent federal tax laws.
- E. The Corporation shall not make any investments in such manner as to subject it to tax under Section 4944 of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent federal tax laws.
- F. Upon this Corporation becoming defunct or dissolved, all assets shall be distributed in accordance with Article V111, Section 7 of the Bylaws of the parent body, the National Spiritualist Association of Churches (NSAC), as amended, and to the extent that said NSAC Bylaws do not conflict with state or federal laws, or to its successor, or to any similarly organized and existing church which has adopted the principles of the Spiritualist Faith, for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future tax code. Any such assets not so

disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes, or to the federal government, or to a state or local government, for a public purpose.

SCOEL Bylaw Attachment 1

SPIRITUALIST CHURCH OF ETERNAL LIFE FORMAL COMPLAINT FORM

COMPLAINANT'S NAME:	HOME ADDRESS:
EMAIL ADDRESS:	PHONE NUMBER:
COMPLAINANT'S NSAC CREDENTIALS (Circle all that apply): CH, CM, LM, OM, or NST	
ASSISTANCE: Have you asked the Pastor or Board of Trustees for assistance with this issue? Yes or No	
If Yes, date requested assistance:	
DESCRIPTION OF ALLEGATION/ISSUE: To assist in describing the issue(s), please answer the following questions. (Separate SCOEL Formal Complaint Form for each allegation/issue.)	
a. When did the issue occur?	
b. Where did the issue occur?	
c. Who took the action in question?	
d. What did the person in Question C do?	
e. What SCOEL Bylaw or NSAC Code of Ethics was violated?	
f. What remedy is being sought?	
NAMES, ADDRESSES AND TELEPHONE NUMBERS OF ANY WITNESSES WITH DIRECT KNOWLEDGE:	
By signing this form, I certify that all of the statements made in this complaint (including any continuation pages) are true, complete, and correct to the best of my knowledge and belief. I understand that a false statement or misrepresentation of facts is subject to disciplinary actions for knowingly making false statements.	
SIGNATURE OF COMPLAINANT:	DATE:
SIGNATURE OF NOTARY	DATE:

For Spiritualist Church of Eternal Life Official use only

Complaint Number:	Certified Mail Date:
Date SCOEL Received:	Date Committee Received:
Status of Complaint: Substantiated or Not Substantiated	

