

CONSTITUTION

OF THE ANTIOCHIAN MEN OF THE DIOCESE OF MIAMI AND THE SOUTHEAST

ARTICLE 1

NAME

1. The name of this organization is: THE ANTIOCHIAN MEN OF THE DIOCESE OF MIAMI AND THE SOUTHEAST (hereinafter “AMEN”).
2. The Diocese of Miami and the Southeast shall hereinafter be referred to as “DOMSE”

ARTICLE II

AUTHORITY TO FUNCTION

The Antiochian Men derives its authority to function pursuant to its establishment as a ministry organization within the Diocese of Miami and the Southeast (hereinafter “DOMSE”) by His Grace Bishop NICHOLAS, established on XX/XX/XX. The Antiochian Men are subject to the jurisdiction of DOMSE and such authority and jurisdiction cannot be changed, altered, modified, or revoked.

ARTICLE III

GOAL AND PURPOSES

Section 1.

The Primary goal of AMEN is to help each other to become more like God. Our priority is to model our lives after our Lord and Savior Jesus Christ.

Section 2.

The purposes of The Antiochian Men shall include the following under the leadership and guidance of the local pastor:

- A. To support our parish priests in any way possible
- B. To serve the Church by identifying the needs of each parish and working to meet those needs
- C. To be positive role models and guide younger men by coming alongside them and showing them the way.
- D. To apply the wisdom and the life contained and held within Orthodox Christian Tradition to the circumstances that men face today.

- E. To organize events that incorporate both fellowship and spirituality
- F. To be prayer leaders in the Church by communicating any circumstances where prayer is needed and actively pray for those in need

Section 3.

In fulfilling the purposes set forth in Section 1 and 2 of this Article III, the Antiochian Men shall establish Bylaws consistent with this Constitution, with the Constitution of the Antiochian Orthodox Christian Archdiocese of North America, and with the Canons of the Church, according to which its officers, committee members, and member organizations shall act and officiate (the “Bylaws”).

ARTICLE IV

MEMBERSHIP

Section 1. The Antiochian Men

- A. The Antiochian Men shall consist of all men’s organizations duly recognized by the Parish Council of each of the parishes of DOMSE. Each such duly recognized men’s organization shall be designated a “Member Chapter.”

Section 2. DOMSE AMEN Board

- A. The DOMSE AMEN Board (the “DAB”) shall consist of (1) the Officers as defined in Article VI of this Constitution, (2) a Spiritual Advisor, (3) a DOMSE Young Adult Fellowship (the “YAF”) Liaison, and (4) the current bishop of DOMSE.
- B. The Purposes of the DAB are as follows:
 - a. To develop within the DAB, its committees, and all member chapters, a sense of brotherhood, and a spirit of Christian concern and service to the Church and to the community-at-large
 - b. The DAB shall supervise within DOMSE the execution of all projects, plans, and policies determined by the DAB. It may initiate additional projects and plans deemed necessary for the welfare of the Diocese and consistent with the goals and purposes of AMEN set forth in this Constitution.
- C. The bishop of DOMSE appoints the AMEN Spiritual Advisor who serves on the DAB.

ARTICLE V

GOVERNMENT

Section 1. The DAB shall have jurisdiction over all departments, committees, and other component units of The Antiochian Men.

Section 2. The DAB shall accumulate, hold title to, and administer all funds and properties belonging to The Antiochian Men, which properties shall include, but not limited to, all funds, insurance policies, trusts, foundations, merchandise, and tangible or intangible property of any description whatsoever.

Section 3. The DAB shall initiate, plan, and execute such programs, projects, and undertakings as are consistent with the goal and purposes set forth in Article III of this Constitution. All actions of the DAB shall be binding upon the Member Chapters.

Section 4. Special Committees.

With the blessing of the bishop of DOMSE, special committees may be created from time to time by the President of the DAB for any specific purpose. The duties of such special committees shall be as set forth by the President of the DAB, and any such special committee shall be deemed dissolved when the specific purpose for which it was created has been met.

THE NOMINATING COMMITTEE

1. No later than January 31st on the second year of a 2-year term, the President shall appoint a special Nominating Committee composed of three (3) members of the DAB
2. The Nominating Committee shall nominate at least one (1) person for each elected office as provided for in Article VI, Section 1 of the Constitution, each of which nominees shall (1) be a member in good standing of a Member Chapter of AMEN, as defined in Article IV of the Constitution, and (2) be approved by the pastor of the parish to which the nominated person belongs.

ELECTION OF OFFICERS

1. During the Regular Summer Meeting of the DAB that coincides with the DOMSE Parish Life Conference, and in the proper Order of Business, the President shall call upon the Coordinator of the Nominating Committee to present its report and its slate of nominees.
2. Additional nominations may be made from the floor by any member of the DAB, provided that (a) the office for which such nomination(s) is made conforms to Article VI, Section 1 of this Constitution, (b) such person nominated is a member in good standing of an AMEN Member Chapter, as defined in Article IV of this Constitution, and (c) such nomination be approved by the pastor of the parish to which the nominated person belongs.
3. Elections shall be by secret ballot.
4. Officers shall be elected by the AMEN members in person at said meeting.

QUORUM AND VOTING

1. At least four (4) members of the DAB shall constitute a quorum at any meeting of the DAB.
2. Each Member of the DAB as defined in Article VI section 1, except as otherwise limited herein, is entitled to a vote on matters before the DAB

ARTICLE VI

OFFICERS

Section 1. Elected Officers.

- A. Since AMEN is a brand new organization in DOMSE and needs to be established fully before elections take place, the original appointed DAB shall remain in place for the first five (5) years.
- B. The elected officers of the DAB shall include a President, Vice-President, Secretary, Treasurer, and Social Media Director.
- C. Elected officers shall serve for a term of two (2) years and may succeed themselves for two (2) additional two (2) year terms
- D. Elected officers shall be elected at the meeting of the DAB that coincides with the Annual DOMSE Parish Life Conference
- E. If there are any extenuating circumstances that prevents DAB elections, the current officers will remain in place until the next opportunity to have an election.

Section 3. Duties of DOMSE AMEN Board Officers

PRESIDENT

- A. The President shall preside at all meetings, regular and special, and shall observe the prescribed parliamentary procedures as found in "Robert's Rules of Order."
- B. The President shall attend such meetings of the DOMSE Diocesan Ministry Council (the "DMC") as directed by the Bishop of DOMSE.
- C. The President, with the advice of the other DAB Officers, shall appoint the Coordinators of any Special Committees.
- D. The President shall not enter into any contractual relationship on behalf of AMEN, unless authorized to do so by an official action of the DAB and with the blessing of the bishop of DOMSE, within the scope of their powers as set forth in this Constitution and the Bylaws.
- E. To reiterate some important points from Robert's Rules of Order:
 - a. The President shall not have the right to make a motion, second a motion, engage in debate, or vote on a motion, except in the case of a tie in the voting, in which event the President shall cast the deciding vote.
 - b. The President shall have the right to make a motion, second a motion, or engage in debate, provided that he first temporarily abdicates the Chair to the Vice President or, in the absence of the Vice President, any other available officer.

- F. The President shall be an ex-officio member of every special committee
- G. The President shall sign, with the secretary, all contracts, legal documents, etc., in the name of AMEN, when properly authorized to do so by the DAB, the DMC, and the approval of the Bishop of DOMSE.
- H. The President shall be a co-signatory with the Treasurer on all checks and drafts.

VICE PRESIDENT

- A. The Vice President, in the absence of the President, shall perform the duties of the President and shall be entitled to the prerogatives of the President.
- B. The Vice President shall carry out any and all other duties that might be assigned to him from time to time by the President.
- C. The Vice President shall be responsible for maintaining a contact list of all current AMEN Chapter leaders and will ensure that it is updated at least once per year.
- D. The Vice President shall become a co-signer on any bank accounts of the DAB, in the event of any case of need and/or the resignation or death of the President and/or Treasurer of the DAB, with the approval of bishop of DOMSE.

SECRETARY

- A. The Secretary shall take minutes of all meetings of the DAB.
- B. The Secretary shall sign, with the President, all contracts, legal documents (except those drafts or obligations designated as the responsibility of the Treasurer in Article VIII of the Bylaws), or other documents necessary or proper to the conduct of business of AMEN, in the name of AMEN when properly authorized by the DAB, the DMC, and the bishop of DOMSE.
- C. The Secretary shall be responsible for sending AMEN newsletters and any other announcements via e-mail as necessary to the men who are on the AMEN mailing list.
- D. The Secretary shall keep all records of AMEN and maintain a current roster of all DAB Officers and Chairs of Special Committees.
- E. The Secretary shall maintain the archives of AMEN, and the archives will be stored electronically on the DOMSE Google Drive, or other platform approved by the DMC and the bishop of DOMSE.

TREASURER

- A. The Treasurer shall receive all monies paid to the Antiochian Men and shall issue receipts for same;

- B. The Treasurer shall deposit such funds into an accredited banking institution which has been authorized by the DAB and the DMC;
- C. The Treasurer shall keep an accurate balanced account of all receipts and disbursements, and shall give detailed reports of the same at each meeting of the DAB. The Treasurer shall also present a general financial report at Regular Meetings;
- D. The Treasurer shall within one (1) week of the completion of his term, provide to the incoming Treasurer all books, records, ledgers, and funds of AMEN;
- E. The Treasurer shall provide the incoming Treasurer a transitional statement detailing the financial transactions of AMEN and informing the incoming Treasurer of the sources and required disposition of funds;
- F. The Treasurer shall deliver to the Secretary all books, financial records, and ledgers to be maintained in the AMEN archives;
- G. The Treasurer shall be a co-signatory with the President on all checks and drafts. He shall not issue any check not properly authorized by the DAB, the DMC, and the bishop of DOMSE. All payments shall be made by check, PayPal, or any other payment platform that is approved by the DMC and the bishop of DOMSE. All checks shall be numbered and issued in numerical sequence.
- H. The Treasurer shall keep the AMEN financial records current and available for inspection at all times.

SOCIAL MEDIA DIRECTOR

- A. The Social Media Director shall foster a sense of brotherhood using Social Media Platforms.
- B. The Social Media Director shall promote and publicize AMEN, its affairs, purposes, programs and projects using Social Media platforms.
- C. The Social Media Director shall post announcements on all AMEN Social Media platforms to advertise any activities, projects, events, and initiatives of AMEN.
- D. The Social Media Director shall be responsible for leading any AMEN Social Media initiative, when properly authorized to do so by the DAB and with the blessing of the bishop of DOMSE.

SPIRITUAL ADVISOR

- 1. A Spiritual Advisor to AMEN is appointed by the Bishop of DOMSE. The Spiritual Advisor shall be consulted by the President, by the DAB, and by the Officers and Chairs of Special Committees, as necessary or appropriate, shall be invited to all Regular Meetings, and shall be kept informed of the activities of the DAB. The responsibilities of the Spiritual Advisor shall be those assigned to him by the Bishop of DOMSE. The Officers of the DAB and chairs of special committees shall

look to the Spiritual Advisor for guidance and spiritual support in connection with fulfilling the purposes of AMEN.

DOMSE YAF LIAISON

1. A DOMSE YAF Liaison to AMEN is appointed by the DOMSE YAF President and is subject to the approval of the Bishop of DOMSE. The DOMSE YAF Liaison shall report any YAF activities, projects, events, and initiatives that are planned to the DAB, and in like manner will report any AMEN activities, projects, events, and initiatives back to the YAF President. The DOMSE YAF Liaison will work in synergy with both organizations to coordinate the involvement of the young men in YAF who are also in AMEN, and the involvement of AMEN's younger members with YAF.

ARTICLE VII

MEETINGS

Section 1. There shall be an annual meeting of AMEN each year ("Regular Meeting") held during the DOMSE Parish Life Conference and led by the DAB. Anyone from among the AMEN Membership may attend these meetings.

Section 2. The DAB will also meet monthly at a time designated by the DAB. These meetings will be via video conference.

Section 3. Special meetings of the DAB may be called by the President and with the blessing of the bishop of DOMSE when such a meeting is deemed necessary. The President shall issue notices of such a meeting to all members of the DAB, setting the day and time of the meeting, together with the purpose(s) for which the meeting is called, at least seven (7) days prior to the date of the meeting. No business may be transacted at a Special Meeting other than that for which the meeting was called.

ARTICLE VIII

SUBSIDIARY ORGANIZATIONS

Section 1. The Subsidiary Organizations. The subsidiary organizations of AMEN shall include the Member Chapters, as defined in Article IV, Section 1A. The Member Chapters shall hereinafter be referred to as the "Subsidiary Organizations."

- A. A Member Chapter derives its authority to function on behalf of AMEN by virtue of a charter issued by the DAB.

Section 2. The Member Chapter.

- A. Each local parish AMEN Chapter may prepare a Constitution if they so choose, but it must be consistent with both this Constitution and the Constitution of the Archdiocese. In the absence of a Constitution for a local parish AMEN Chapter, this constitution will be the governing document for the Member Chapter.

- B. The Member Chapter shall be responsible to the DAB for the carrying out of all programs and projects initiated by the DAB. The Member Chapter may initiate any additional plans, programs, and projects deemed necessary for the Member Chapter and consistent with the goal and purposes of AMEN under the guidance and direction of the local parish pastor.
- C. The DAB has the authority to collect dues from the parish AMEN Chapters. The structure of any such dues issued to the parish chapters will be determined by the DAB and approved by the Bishop of DOMSE.

ARTICLE IX

DISSOLUTION

In the event of the dissolution of the ANTIOCHIAN MEN OF THE DIOCESE OF MIAMI AND THE SOUTHEAST, all of its funds, properties, equipment, endowments, and assets of whatever nature, shall revert at once and forthwith to the Diocese of Miami and the Southeast. Anything to the contrary notwithstanding, the provisions of this Article cannot be amended, altered, changed, or modified.

ARTICLE X

AMENDMENTS

Any section of these Bylaws may be amended, altered, or repealed by a majority vote of the members of the DAB in attendance at any Regular or Special Meeting called for that purpose at which a quorum is present, and in preparation thereof, a copy of the Proposed amendment(s), alteration(s), or revision(s), is given in the call for such meeting at least seven (7) days before the meeting. However, all such amendments, alterations, or revisions are subject to the approval of the Bishop of DOMSE.

ARTICLE XI

Upon adoption and following the approval of DOMSE, this Constitution shall be kept in the custody of the Secretary of the DAB and a copy thereof and any amendments thereto shall be kept in the custody of the Secretary of the DOMSE Diocesan Ministry Council (DMC)

Approved at the Chancery of the Diocese of Miami and the Southeast
 500 Stonemont Lane, Weston, FL 33326, this _____ day of _____, 20____

By: _____

Bishop NICHOLAS, Bishop of the Diocese of Miami and the Southeast