



**CONSTITUTION AND BY-LAWS  
CHILD EVANGELISM FELLOWSHIP OF IRELAND**



**ARTICLE I ~ NAME**

The name of this organisation shall be “Child Evangelism Fellowship of Ireland”.

**ARTICLE II ~ PURPOSE**

The purpose of this organisation shall be:

1. To win unsaved children to Christ that they may know Him as Saviour and Lord, to build up saved children, and to channel them into a local church, where they can be nurtured in their faith.
2. To promote the establishment of Training Classes, including Correspondence Courses, for teachers.
3. To promote a programme of weekly Good News Clubs for children in homes, halls, schools, etc.
4. To foster and carry on open-air, radio, television and video evangelism, telephone ministry and tract distribution among children.
5. To promote Five Day Clubs and Holiday Clubs and the conducting of Bible Studies and evangelistic meetings for children in schools, beaches, camps, trailer caravans and other public places.
6. To conduct conferences and conventions for the benefit of children’s workers.
7. To procure, publish and distribute literature about child evangelism and kindred subjects.
8. To organise and encourage CEF Prayer Bands.
9. To provide a camping programme for children.
10. To co-operate with other Christian agencies that are working to teach the Word of God to children and to lead them to Christ, according to Matthew 18:6 and II Timothy 3:15.
11. To promote prayer and giving of financial support for CEF work at home and in other lands.
12. To provide such other programmes and facilities as may be deemed necessary by Child Evangelism Fellowship of Ireland to reach children for Christ; to care for the spiritual needs of children; and to provide Christian training for boys and girls.
13. To provide an organisational system to promote CEF Programmes throughout Ireland.

**ARTICLE III ~ STATEMENT OF FAITH**

The Statement of Faith now in force, and agreed to by the Child Evangelism Fellowship of Nations, a copy of which is annexed hereto, shall be the Statement of Faith of the Child Evangelism Fellowship of Ireland and must be signed by every member of the National Committee and by each member of Local Committees. It must also be signed by all officers, employees, workers and teachers of each and every

committee under the jurisdiction of the National Fellowship. It shall be the duty of each governing committee to see that this Statement is re-signed at the beginning of each year by all committee members, officers, employees, workers and teachers under their authority and returned annually to the National Office. Any person, bound by this Constitution to sign this complete Statement of Faith, and who refuses to do so, must be removed from his position by the committee in authority over him, in conjunction with the National Director and the Executive Committee.

## **ARTICLE IV ~ AFFILIATION**

This organisation shall be independent, and shall always remain independent, of any denomination or other organisation of any kind except for established local Child Evangelism Fellowship Committees in Ireland, and those committees yet to be established, which are component parts or branches of the National Fellowship. It will work in close fellowship with other independent National CEF organisations in the context of the CEF of Nations. It will seek the closest co-operation with Churches, Bible Institutes, Missions, Sunday Schools, Colleges or other organisations which adhere to the Statement of Faith, which is a part of this Constitution.

## **ARTICLE V ~ ADMINISTRATION**

### **Section 1**

#### **a. National Committee**

The affairs of Child Evangelism Fellowship of Ireland shall be administered by a Committee, which shall be called "The National Committee". It shall consist of two representatives elected, as per the By-laws, by each Local Committee, plus not more than four members which the Committee has power to co-opt for a specific purpose.

Members of the Executive Committee will be permanently co-opted until such times as they resign.

In the event of more than two members of a Local Committee being present at the National Committee, only two members may vote.

The duty of the National Committee is to carry out the stated purpose of the Fellowship.

All major decisions affecting the work as a whole will be made by the National Committee at its meetings. All decisions require a two-thirds majority of those voting. Emergency decisions can be made by the Executive Committee between National Committee meetings.

The National Committee shall sustain the relationship to the Local Committees as defined in Article VI, Section 2.

#### **b. Officers Of National Committee**

This Committee shall elect as per the By-laws, from among its members, a Chairman, Vice Chairman, Recording Secretary and Treasurer, and other officers as needed.

1. The Chairman will be the presiding officer when the Committee is in session.
2. The Recording Secretary shall keep a record of all business transacted at the Committee meetings, and let Committee members have a copy of the minutes, as directed.

3. The Treasurer, or person designated by the Committee, shall fulfil the function as per Article VII Section 1c.

4. The Vice Chairman will take over as Chairman, when the elected Chairman is absent.

## **Section 2**

### **National Director**

- a. The National Committee shall appoint a National Director who shall also act as Secretary or delegate it to a responsible person. This Director shall be the Executive Officer of the National Committee.
- b. The National Director shall be a member of the National Committee, the Executive Committee and all other Committees and Ad hoc groups.

## **Section 3**

### **Executive Committee**

- a. There shall be an Executive Committee which shall meet at intervals between the regular meetings of the National Committee. It will advise the National Director on policies and procedures. It can make emergency decisions between National Committee meetings. All decisions require a two-thirds majority of those voting. (See Article V Section 1).
- b. The Executive Committee shall have a minimum membership of seven and a maximum of twelve voting members. It shall consist of the members of the existing Executive until such times as they resign, including the four elected officers of the National Committee, the National Directors and General Directors (non voting members) and others elected when necessary by the National Committee from among its members as per the By-laws. Any married couple will only have one combined vote.
- c. The Executive Committee shall act as a nominating committee for officers of the National Committee, other appointments and sub-committees, which are necessary from time to time. Such nominations are to be approved by the National Committee.

## **Section 4**

### **Sub-Committees**

Sub-Committees may be appointed by the National Committee to give supervision and guidance for special projects. They will only exercise such authority as is delegated to them by the National Committee. The membership of these committees may be taken from among the National Committee and/or persons adhering to the Statement of Faith may be co-opted. Such Sub-Committees will terminate when the special project has been completed.

The Chairman of such committee shall be a member of the National Committee.

## **Section 5**

### **Local Committees**

In any Local Area, at the discretion of the National Committee, a self-perpetuating committee of five or more may be set up.

Each committee shall choose suitable officers whose duties shall be the same as those of like officers of the National Committee. Original committees can only be appointed with the approval of the National Director. They will seek to develop a full CEF Programme for their own area in accordance with the Principles and Practices of Child Evangelism Fellowship of Ireland. Any married couple will only have one combined vote.

## **Section 6**

### **Other Committees**

At the discretion of the National Committee, other committees can be set up to look after specific branches of CEF work, eg Interviewing, Youth Challenge, Broadcasting, Missions, etc. These committees will exercise only such authority as is delegated to them by the National Committee.

## **ARTICLE VI**

### **Section 1**

#### **Programme**

- a. The National Committee shall direct its own programme.
- b. Local Committees shall direct their own programme, in co-operation with the National Director. (All types of outreach, eg local Youth Challenge, are under the authority of the Local Committee.)
  1. Local Director: The Local Director will be responsible to the National Director, the Executive Committee and the Local Committee. He shall be a member of the Local Committee and is the Executive Officer of the Committee when it is not in session. He is not empowered to make major decisions. He shall at all times be accountable to the National Director and the Local Committee.
  2. Other workers: The Local Committee, in agreement with the National Director, the Executive Committee and the National Committee, can call any other full-time worker, as felt necessary, subject to the same code of conduct as the Local Director, that has been appointed by the National Committee.
  3. All workers, full-time and voluntary are expected to adhere to the policy of CEF regarding the Child Order; initiated in 1997. All questionnaires relating to this order must be signed and returned to the Child Policy Co-ordinator.
  4. Voluntary workers: All Teachers of Good News Clubs and those engaged in any other CEF activities are accepted by and are under the supervision of the Local Committee and the Local Director. The Committee or Director shall not interfere with the work of the teacher so long as he or she lives a consistent Christian life, uses basically CEF material, and adheres to the Statement of Faith. Good News Club leaders shall be requested to notify the Local Director if they plan to close a Club.
  5. No divorced and remarried person, or no person married to a divorcee, can serve in a place of leadership. (By leadership is meant Full-Time Worker, Administrative Staff, Director, Committee Member or those teaching in clubs or camps.)

## **Section 2**

### **Authority**

- a. The National Committee and the National Director of Child Evangelism Fellowship of Ireland have the authority to require reports and minutes from their Areas, and to enter such Areas at all times to advise the Committee and Directors there.
- b. They shall enter authoritatively into any Area, where, in their judgement, the programme has broken down, where this Constitution or the Statement of Faith is not enforced, or where the interdenominational and independent character of the organisation as set forth in Article IV of this Constitution is not maintained.
- c. In the event of deviation from the approved Constitution the National Committee shall have the authority to take such action as they deem necessary to safeguard the name and position of the Child Evangelism Fellowship of Ireland. In the event of any Local Committee failing to meet for a period of six months it can, at the discretion of the National Director and National Committee, be declared to be defunct.
- d. Removal of National Director: Should it be deemed necessary to ask the National Director to resign it can only be done by a majority vote of seventy-five per cent of those present at a National Committee. This can only be done on a notice of motion.
- e. Removal of Directors: Should it be deemed necessary to remove a Local Director it shall be done by the National Director in co-operation with the Executive Committee acting for the National Committee.
- f. Disbanding of Committees: If it be deemed necessary to disband a committee (for reasons other than the committee's having failed to meet for six months) it shall be done by the National Director, in co-operation with the National Committee.

## **ARTICLE VII ~ FINANCES AND PROPERTY**

### **Section 1**

#### **National Finances**

- a. Income: The income of the National Fellowship shall be derived from covenanted subscriptions, free-will offerings, gifts in cash or in kind, legacies, sale of literature, tithes from Local Committees and Missionaries, and from other sources as deemed suitable by the Committee and approved by the Inland Revenue Authorities. Undesignated gifts, which come into the National Office from an Area where there is already an organised CEF work, are channelled back into that Area.
- b. Bequests: All bequests received by the Fellowship shall be put into a special fund and will be used solely for the support of workers either at home or abroad. Any property or asset bequeathed to the Fellowship shall also be used solely for the support of workers at home or abroad. This fund will be administered by the Finance Sub-Committee, as appointed by the Executive Committee.
- c. Funds and Equipment: All equipment received by, or on behalf of, the National Fellowship shall be the property of the National Fellowship. All funds shall be turned over to the National Treasurer or persons appointed, who shall disburse them as earmarked. The equipment given to workers, in the name of the Fellowship, and used by them in the course of their duties, shall, in case of death, resignation, or dismissal of worker, be turned over to the National Committee.

- d. National Treasurer: The Treasurer or person designated by the Committee shall receive and disburse all National Fellowship funds and provide acknowledgement for all contributions. He or she shall submit, for each Committee meeting, a financial statement to be filed by the National Secretary. The Treasurer, or persons appointed, shall submit the books for an annual audit at the 31 March as directed by the Committee and present an Annual Report as soon as possible after this. The Annual Statement of Accounts shall include Receipts and Payments, Income and Expenditure Accounts, Assets and Liabilities, Balance Sheet and, where there is Trading, a separate Trading Account.

## **Section 2**

### **Local Finances**

- a. Income: The income of the Local Area is derived from covenanted subscriptions, free-will offerings, gifts in cash or in kind, legacies, sale of literature, and from other sources as deemed suitable by the Committee in association with the National Director, and approved by the Inland Revenue Authorities. It is advisable that copies of financial statements at the close of the financial year, 31 March, shall be available to contributors. A copy shall be sent to the National Director. A mailing list should be compiled and the circular letter method, and any other method deemed advisable by the Committee, should be used to give information, secure prayer partners, and to get the definite needs of the work before the people. It is the duty both of the Committee and the Director to give much prayer and effort to increasing finances.
- b. Overdrawing Account at National Office: A Local Area will normally be permitted to overdraw its account at the National Office to the extent of £800 provided that the Local Area Account No.5 (ie the balance of all Local Areas) is showing a credit balance. If the No.5 Account is showing a debit balance overall in all areas with a debit balance, allowances will be cut. The Local Committee must act to reduce expenses at the first indication of financial difficulty.
- c. Tithes: A percentage of all income shall be transferred each month to the National Work.
- d. Support of Workers: The personal allowance of full-time workers is determined by the National Committee. Any deficit in support need not be carried from one financial year into another, but can be cancelled at the close of the financial year, ie 31 March.
- e. Funds and Equipment: All funds, equipment and property, donated to the Director and other workers of the Fellowship, in the course of their duties, or through their association with the Fellowship, and all equipment, literature or other property purchased with CEF funds, must be considered the property of the Local Area, and must, in case of death, resignation or dismissal of workers, be turned over to the Local Area. This applies also to the CEF mailing list, which should be turned over intact. In the event of the local Committee ceasing to function, all such property and equipment shall be deemed to be the property of the National Fellowship.
- f. Local Treasurer: The Treasurer, or person designated by the Committee, shall receive and disburse local funds and provide acknowledgements for all contributions. He or she shall also submit, for each Committee meeting, a report to the Committee, to be filed by the Minute Secretary, and a copy to be forwarded to the National Director. This Report shall include Literature and Camp Accounts. He or she shall submit the books for an annual audit at 31 March as directed by the Committee. The Annual Statement of Accounts shall include Receipts and Payments, Income and Expenditure Accounts, Assets and liabilities, Balance Sheet, and where there is Trading, a separate Trading Account.

## **Section 3**

### **Missionary Finances**

- a. Income: The National Treasurer or person designated by the Committee shall receive income for the support of the Missionaries responsible to CEF of Ireland and lodge it in a separate Missionary account. This income is derived from covenanted subscriptions, free-will offerings, gifts in cash or in kind, legacies, sale of literature and from other sources as deemed suitable by the National Committee and approved by the Inland Revenue Authorities. Allowances will normally be disbursed on a monthly basis. Any deficit in support need not be carried from one financial year to another, but can be cancelled at the close of the financial year, ie 31 March.

Missionaries must compile a mailing list. The circular letter method and any other method deemed advisable by the National Committee should be used to give information, secure prayer partners and to get the definite needs of the work before people.

- b. Overdrawing Account at the National Office: Missionaries on the field will normally be permitted to overdraw their account at the National Office to the extent of £800 provided that the Missionary Account (ie the balance of all missionaries' accounts) is showing a credit balance. If the Missionary Account overall is showing a debit balance then any overdrawn individual missionary account will result in an allowance cut.
- c. A percentage of all income shall be transferred each month to the National Work.
- d. Support of Missionaries: The budget of each individual abroad will be determined in consultation with the National Committee of the receiving country or if there is no National Committee, the Regional Director. Allowances will normally be disbursed on a monthly basis. Any deficit in support need not be carried from one financial year to another, but can be cancelled at the close of the financial year, ie 31 March.

## **Section 4**

### **Ownership Of Property**

- a. National Fellowship Property: All funds, literature, equipment, or any property, real or personal, acquired by the National Committee through gift or purchase, shall vest in the National Fellowship. In the event of the National Fellowship ceasing to function, all assets and funds remaining after payment of debts and liabilities, shall be deemed to be the property of another National CEF or another organisation with similar beliefs and goals as decided upon by the National Committee of Child Evangelism Fellowship of Ireland.
- b. Acquiring property, real or personal: The National Fellowship shall be empowered to receive by gift or legacy, to take, purchase, lease, or let, any personal or real estate whatever, and may borrow or raise money by way of mortgage, overdraft, or by the giving of any type of security over its assets, or may sell, exchange, or dispose of any property, real or personal, with the object of carrying out the purpose of the National Fellowship.

The National Fellowship shall also be entitled to receive, hold, and deal with any real and personal property of any nature or kind on behalf of any Local Committee and to apply the same for the purpose of such Local Committee provided, however, that in the event of any Local Committee ceasing to function, all property and equipment of such Local Committee shall thereupon become the property of the National Fellowship.

- c. To carry out the above provisions all unmoveable assets of the National Fellowship shall be vested in Trustees on behalf of the same who shall be either:
- i) not less than three, nor more than eight or ordinary members of the Fellowship, or
  - ii) a body corporate,
- and who shall hold such assets upon the trusts and subject to the powers and provisions set out in the Schedule hereto and shall be appointed at a meeting of the said Fellowship.
- d. Local Fellowship Property: The Committee of the Local Area may, only with the approval of the National Director and the National Committee, receive by gift or legacy, purchase, lease, or let, any personal or real estate whatever; borrow or raise money by way of mortgage, overdraft, or by the giving of any type of security over its assets; sell, exchange or dispose of any real or personal property with the object of carrying out the purpose of the local Fellowship. All unmoveable assets of the local Fellowship shall be held upon trust for the benefit of the local Fellowship by Trustees who shall be appointed in accordance with the terms of Clause 4(c) and the Schedule hereto.

**SCHEDULE**  
**TERMS AND CONDITIONS**  
**RELATING TO ASSETS VESTED IN TRUSTEES**

1. The Assets shall be held upon trust for the Fellowship to be dealt with in such manner as the National Committee of the Fellowship shall from time to time direct with the power for the Trustees:-
  - a. to demise or let the same or any part thereof to accept surrender of Leases to determine tenancies and make allowances to and arrangements with leases and tenants of the same for the time being;
  - b. to sell or mortgage the same or any part thereof and to effect a transfer of any mortgage or encumbrance for the time being affecting the same;
  - c. generally to do all such acts in connection with the premises as the National Committee of the Fellowship shall legally direct.
2. The Trustee(s) shall be and are Trustee(s) and shall not be liable or responsible for the maintenance, protection, or insurance of the assets, which shall be the sole responsibility of the National Committee of the Fellowship.
3. A Trustee shall be indemnified by the Fellowship against costs, expenses, claims and demands which he may suffer or incur in connection with the assets unless the same shall be attributable to his own dishonesty or to the wilful commission by him of an act known by him to be a breach of trust.
4. A Trustee who is a Corporation or a Corporate Body may be appointed upon such terms and conditions as such Corporation customarily acts as a trustee and shall be entitled to remuneration in accordance with its published or ordinary scale of fees for the time being in force, or such other remuneration as may be agreed upon between it and the National Committee of the Fellowship.
5. The Trustees may at any time, and shall, if so directed by the National Committee of the Fellowship, appoint new Trustees to act with them, or in their stead, provided always that:
  - a. the trustees shall consult with the National Committee before appointing New Trustees, and
  - b. if three months after being so requested in writing by the National Committee the Trustees shall have failed to comply with such request, the National Committee may by instrument in writing, appoint new Trustees or Trustee, and remove from office the existing Trustees, or any of them.

## **ARTICLE VIII ~ AMENDMENTS**

### **Section 1**

#### **Constitution**

This Constitution may be amended by a three-fourths majority vote of the National Committee at any of its meetings, or a special general meeting called for the purpose. No change can be made in either ARTICLE III or ARTICLE IV without unanimous agreement.

### **Section 2**

#### **By-Laws**

The By-Laws may be amended by a vote of two-thirds of the National Committee at any meeting, or special general meeting called for such purpose.

### **Section 3**

#### **All Amendments**

All amendments must conform to the Statement of Faith and other Statements accepted by Child Evangelism Fellowship of Ireland as part of Child Evangelism Fellowship of Nations.

Notice in writing to members of the National Committee of any proposed amendment to Constitution or By-laws shall be given at least fourteen days prior to the meeting at which it is to be voted.

## **ARTICLE IX ~**

### **AREAS ASSIGNED TO CHILD EVANGELISM FELLOWSHIP GROUPS**

#### **Section 1**

##### **Organised Areas**

The Areas covered by Local Committees shall be defined by the National Committee.

#### **Section 2**

##### **Unorganised Areas**

Areas without CEF Committees are under the jurisdiction of the National Director and National Committee, and may be entered for development by agreement with adjacent Fellowships.

## **BY-LAWS**

### **Section 1**

#### **Meetings**

- a. National Committee: The first meeting in the calendar year shall be the Annual Meeting of the National Committee. At least two other meetings will be held each year on dates chosen by the Committee. Other meetings may be held at special times as felt necessary by the National Director or the Executive Committee.
- b. Executive Committee: The Executive Committee shall meet on a monthly basis between National Committee meetings except when it is impracticable. It should also be consulted by the National Director when necessary.
- c. Local Committee: Each Local Committee shall meet on a monthly basis except when it is impracticable. At least ten monthly meetings should be held in any year. Special meetings may be called as deemed necessary. A copy of the minutes of all meetings shall be sent to the National Director as soon after the meetings as possible. The Annual Meeting shall be held during October each year. A meeting can be called without the attendance of the Local Director.
- d. Attendance at Committee Meetings: Three successive absences from any Committee, without apology, automatically disqualified a person from membership.

### **Section 2**

#### **Who Is Eligible To Serve On A Committee And To Hold Office?**

Men and women who are vitally interested in and burdened for the eternal welfare of children, who will assume some responsibility, who are doctrinally sound, and interdenominationally minded, who agree with the CEF Child Policy Order, who adhere to the Statement of Faith, and who live an exemplary Christian life, are eligible to serve and hold office on a committee.

### **Section 3**

#### **Who Is Eligible To Vote?**

Only bona-fide members of the Committee concerned are eligible to vote.

### **Section 4**

#### **Elections**

- a. National Committee: The representatives from the Local Committees on the National Committee will be elected, when necessary by the Local Committees at the October meeting for the ensuing year. Members should serve for a minimum of two years. Full-time workers, apart from the National Directors and the General Directors, may not serve on the Committee. The General Directors may have particular responsibility to chair National Committee Meetings. It does not follow that the General Directors will automatically become the future National Directors. Co-opted members may be added by a two-thirds majority at any National Committee meeting. They will serve until the specific purpose for which they have been co-opted is completed.

Officers of the National Committee shall be elected at the Annual Meeting, and shall assume their duties immediately for the ensuing year.

- b. Executive Committee: Whenever an election is necessary to bring the membership of the Executive Committee up to the required number it can take place at any meeting of the National Committee. Those elected shall assume their duties immediately. They shall serve for at least two years, but are available for re-election. The Officers of the National Committee will automatically become members of the Executive Committee during their term of office.
- c. Local Committee: After the appointment of the members of the first committee new members can be appointed by a two-thirds majority vote of those present at any regular committee meeting. Names of proposed new members will be mentioned and discussed at one meeting, but cannot be finally approved until the next meeting.
- d. The Officers of the Committee shall be appointed yearly at the Annual Meeting of the Committee. They shall assume their duties immediately for the ensuing year.

## **Section 5**

### **Quorum**

- a. At all meetings of the National Committee one-third of that membership shall constitute a quorum.
- b. At all meetings of the Executive Committee five members shall constitute a quorum.
- c. At all meetings of a Local Committee, one-third of the membership shall constitute a quorum, provided that there are at least five members present.

## **Section 6**

### **Reading The Constitution**

This constitution is to be completely read at each Local Committee at least once every two years.

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