



# CONSTITUTION OF THE CONFERENCE ON FAITH AND HISTORY

## **PREAMBLE**

The Conference on Faith and History is a community of scholars exploring the relationship between Christian faith and history. We welcome members from a variety of Christian traditions around the world. We also seek to learn from scholars outside the Christian tradition. Our primary goal is to encourage excellence in the theory and practice of history from the perspective of historic Christianity.

## **Article I. Name and Incorporation**

The name of this organization is "The Conference on Faith and History" (CFH), incorporated under the laws of the State of Indiana.

## **Article II. Purposes**

- A. To encourage scholars to explore the relationship between Christian faith and historical studies.
- B. To provide a forum for discussion of philosophies, methods, and traditions of history and to foster research in the general area of faith and history.
- C. To encourage and advance teaching and research informed by Christian faith commitments.
- D. To bring before the larger historical community the concerns and perspectives of Christian historians.
- E. To sponsor international, national, and regional meetings.
- F. To publish *Fides et Historia*.
- G. To provide a context for mentoring and networking among historians from various Christian traditions.

## **Article III. Membership**

- A. Membership in the CFH shall be open to all scholars and students interested in and supportive of the stated purposes of the organization.
- B. Categories of membership are: voting members, student members, and emeritus members. The Board shall determine annual dues for each category of membership.

- C. In addition, non-member subscriptions and institutional subscriptions for the journal will be available.

#### **Article IV. Corporate Structure and Officers**

The officers of the CFH shall consist of a President, Vice President, six Board Members at Large, the Immediate Past President, the Secretary, the Treasurer, and the Editors of *Fides et Historia*. The methods of selection and the functions of the officers shall be spelled out in the Bylaws. These officers comprise the Board of the CFH and shall serve as the legal Board of Directors of the corporation.

#### **Article V. Amendments**

All amendments to the constitution must be approved by the Board and submitted to the membership for their ratification by mail or electronic ballot. A voting quorum is 50 percent of the members in good standing. In order to be adopted, an amendment must receive a two-thirds majority of those voting.

#### **Article VI. Dissolution**

Dissolution of the CFH shall take place by the following procedure. The Board shall adopt a resolution setting forth that it is to the best interests of the corporation that it be dissolved. Such a resolution must be submitted to the membership of the CFH for their consideration at a meeting called for that purpose. If a majority of the total current membership shall vote in favor of adoption of said resolution, the corporation shall be dissolved.

All assets of the corporation shall by action of the Board then be distributed to one or more non-profit organizations, as defined under article 501 (c) (3) of the U. S. Internal Revenue Code.

### **BYLAWS OF THE CONFERENCE ON FAITH AND HISTORY**

#### **Article I. The Board**

In the interval between official meetings of the membership, the Board shall represent and act for the CFH in any matter relating to the purposes of this organization. At any Board meeting, seven members present and voting shall constitute a quorum.

#### **Article II. Duties of Officers**

- A. The Board shall be responsible for all activities sponsored by the organization. These include programs and conferences, membership recruitment and retention, mentoring, nomination of officers, and operations.

- B. The President shall be responsible for convening Board meetings, presiding at meetings of the organization, presenting a presidential address at the biennial meeting, and in general facilitating the stated purposes of the organization.
- C. The Vice President will assist the President in these duties and will succeed to the office of President.
- D. The Secretary shall be responsible for managing the Secretariat of the CFH and carrying out the customary functions of a Secretary. Duties will include keeping of the minutes of the Board meetings and other official meetings of the CFH; carrying on correspondence with officers and members; preparing Secretary's reports for the Board; providing for organizational continuity of the CFH; encouraging relationships with the AHA and with like-minded Christian historical groups; promoting mentoring and networking; overseeing the Newsletter, web site, email list, and other electronic communications of the CFH; and conducting at the direction of the Board elections and other votes. The Secretary will also be responsible for maintaining adherence to the Constitution and Bylaws of the CFH. The execution of these duties may be assigned to staff as the Secretary deems appropriate.
- E. The Treasurer shall be responsible for customary functions of a Treasurer. Duties will include maintaining the financial records, checkbook, and bank accounts of the organization; maintaining the membership list; collecting dues; preparation of regular financial reports to the Board; filing of tax documents; serving as the liaison between the Secretariat and *Fides et Historia*; and handling all the financial obligations of the organization such as payment of staff, paying for the production and mailing of *Fides et Historia*, and maintaining financial controls over the receipts and expenditures of the CFH. Disbursements in excess of \$1,000 must be specifically authorized by the Board.
- F. The Editors of *Fides et Historia*. The General Editor and the Book Review Editor shall be responsible for the publication of *Fides et Historia*, the journal of the CFH. It shall contain articles and books reviews, primarily in the area of the relationship between Christian faith and history. Book length publications of the CFH will be the responsibility of the Board.
- G. A Graduate Student Representative shall serve as a non-voting member of the Board and will be responsible for representing the concerns and perspectives of graduate students with the Board.

**Article III. Selection of Officers**

- A. Elections for the CFH will be held every two years, typically in the first half of even-numbered years. At that time a Vice President will be elected for a two-year term. The Vice President will then in due course succeed to the presidency and serve a two-year term in that office. Three Board Members at Large will be elected at each biennial election for four-year terms. Candidates shall be nominated by a committee appointed by the Board.
- B. The Secretary, Treasurer, and Editors of *Fides et Historia* shall be appointed by the Board; they serve at the Board's discretion.
- C. The Board will appoint a graduate student to a two-year non-voting term on the Board.
- D. Newly-elected officers will begin their terms at the biennial fall meeting following the election.

**Article IV. Meetings**

Meetings of the CFH shall be held as determined by the Board. The Board will be responsible for approving the dates, venues, and programs for all meetings.

**Article V. Dues**

The amount of dues for the CFH shall be determined by the Board. It will also determine the criteria for the various categories of membership and the requisite dues of members in each of these categories. Dues will be payable at the beginning of the calendar year.

**Article VI. Amendments**

Amendments may be made to the bylaws by a two-thirds vote of the Board provided that thirty days prior notice has been given to Board members.