

CONSTITUTION

AND BY-LAWS

OF THE MISSION TO EASTERN TURKEY.

ADOPTED IN 1861,

AND REVISED IN 1882.

CONSTITUTION.

ARTICLE I.

SEC. 1. This Mission shall be called the *Mission to Eastern Turkey*, and its business shall be conducted according to the Rules and Regulations of the American Board of Commissioners for Foreign Missions.

SEC. 2. The general officers of the Mission shall be a Stated Clerk, Treasurer, and Auditor, who shall be elected annually by ballot at the general meeting of the Mission, and Trustees of Seminaries, who shall be the members of Stations where such Seminaries are located.

SEC. 3. The local officers shall be, at each Station, a Secretary, Treasurer, and Auditor, who shall be chosen annually by the Station.

ARTICLE II.

SEC. 1. The Stated Clerk shall keep the Records and papers of the Mission, conduct its official correspondence, give such notices as may be necessary, enter upon the Records the intersessional votes of the Mission, and furnish for all the Stations a copy of all general letters from the Missionary House. He shall also make a digest of the Tabular Views of the Stations as soon as possible after the close of the calendar year, one copy to be sent to the Missionary House, and another to be reported to the general meeting, and preserved in the Archives of the Mission.

SEC. 2. The Mission Treasurer shall report to the Treasurer of the Board approximately, at the close of the first six months, and *in full* at the close of the calendar year, which last shall be read at the next annual meeting.

SEC. 3. The Auditors shall carefully examine the accounts and vouchers of the Treasurers, and endorse their opinion of the same upon the Semi-annual accounts.

SEC. 4. The Trustees of Seminaries shall have a general superintendence of such institutions, and, carrying out the plan adopted by the Mission, direct as to the details of the course of study, rules of discipline, location, expenditure of funds, &c., and shall report annually to the Mission.

ARTICLE III.

SEC. 1. Each Station shall, by its Treasurer, account Semi-annually to the Mission Treasurer, and also forward to the Annual Meeting an exhibit of the financial condition of the station at the close of the preceding year, with an estimate of the probable amount of funds needed for salaries of missionaries, helpers, schools, &c., for the ensuing calendar year, with reasons for each item when not perfectly obvious.

SEC. 2. Each station shall forward its Tabular View to the Stated Clerk, at the close of the calendar year, and shall also prepare a report of its labors for the year ending April first, one copy of which shall be forwarded immediately to the Missionary House, and one read at the Annual Meeting, and deposited in the archives of the Mission.

ARTICLE IV.

SEC. 1. The Mission shall hold an annual meeting, to be called by the Stated Clerk, at such time and place as shall be determined by a majority of the Mission,—the vote being taken by the Stated Clerk.

SEC. 2. Each station is entitled to be represented at the Annual Meeting by half its members when the number is even, and by one more than half its greatest even number of members when the number is odd.

SEC. 3. The Meeting shall be called to order by the Secretary of the Station where it is held, when the names of the delegates present shall be given to him.

SEC. 4. Each session of the Meeting shall be opened with prayer.

SEC. 5. The Chairman and the Secretary of each meeting shall be chosen by ballot.

SEC. 6. The Secretary shall enter a copy of the proceedings of such meeting in the records of the Mission.

SEC. 7. At the commencement of the Meeting, the following Standing Committees shall be appointed.

1. The Committee on the Docket, which shall consist of the Chairman and Secretary, by whom the other Standing Committees shall be nominated for approval by the Meeting.

2. Committee on Religious Exercises.

3. Committee on Education.
4. Committee to write to the Missionary House.
5. Committee on Finance.
6. Committee on Plans and Measures.
7. Committees to write to Benevolent Religious Societies.

SEC. 8. The Committee on the Docket shall arrange the subjects for consideration in such order as seems conducive to the despatch of business, but the meeting may take up any topic, without reference to the order of the Docket.

SEC. 9. Whenever the nature of the subject requires it, committees shall present their reports in writing, and give copies of the same to the Secretary.

SEC. 10. The Committee to write to the Missionary House shall accompany the doings of the meeting with explanatory remarks.

SEC. 11. The annual estimates of the Stations shall be submitted to the meeting, and, after approval, shall be sent by the Treasurer of the Mission to the Missionary House.

SEC. 12. Should any subject, in the estimation of any Station, urgently demand the attention of the Mission between the times of annual meetings, such Station may, through the Stated Clerk, propose a formal resolution for adoption by letter, and if five sixths of all the members of the Mission vote in the affirmative, the Stated Clerk shall record the vote as regularly passed, with the names of those voting for and against the measure. At the same time he shall communicate the vote to all the Stations.

SEC. 13. This Constitution may be amended at any meeting of the Mission, by a vote of two thirds of the delegates appointed to attend such meeting.

BY-LAWS.

ARTICLE I.

SEC. 1. One half of the delegates appointed to attend any meeting shall constitute a quorum.

SEC. 2. If a quorum be assembled at the appointed hour, and the Chairman be absent, the meeting shall appoint a Chairman *pro tempore*.

SEC. 3. If a quorum be not assembled at the appointed hour, any two members shall be competent to adjourn from time to time.

SEC. 4. Every member of the Mission not a delegate, who may be present at a General Meeting, shall have a right to engage in discussion, and to act on Committees, but not to vote without special action, and the Meeting may invite other individuals to a seat with the same privilege.

SEC. 5. The business of each Annual Meeting shall be conducted in the following order:

Calling the Meeting to order by the Secretary of the Station.

Opening of the Meeting by prayer.

Receiving the names of the delegates.

Choice of Chairman and Secretary.

Reading of the Minutes of the last Meeting, and letters from the Missionary House to the Mission, which have been received during the year, and Mission action in the interval.

Reading of the Constitution and By-Laws.

Formation of the Docket.

Appointment of Standing Committees.

Reports of the Stations.

Reports of the Trustees.

Reports of the Treasurers.

Annual Tabular View.

Annual Estimates.

Business laid over from the preceding Meeting.

Miscellaneous business.

Reports of Standing and other Committees.

Choice of Stated Clerk, Treasurer, and Auditor, and of a Preacher for the succeeding Annual Meeting, with his Substitute.

Reading of the Minutes for approval.

Adjournment with singing and prayer.

SEC. 6. At any session of the Meeting, business left unfinished at a preceding session shall ordinarily be first taken up.

SEC. 7. The Meeting may at any time resolve itself into a Committee of the whole for discussion without the formalities of the parliamentary rules.

SEC. 8. Members desirous of leaving before the adjournment of the Meeting, must apply to the Meeting for permission.

SEC. 9. At the final adjournment, after singing and prayer, the Chairman shall pronounce the Apostolic Benediction.

ARTICLE. II.

PARLIAMENTARY RULES.

SEC. 1. The Chairman shall decide questions of order; but any member, thinking the decision to be incorrect, may appeal to the Meeting.

SEC. 2. When the Chairman has declared a vote, any member who thinks there has been a mistake, may demand that the votes be counted.

SEC. 3. As a general rule, the speaking of a member must be either in the way of introduction to a distinct motion, or upon some definite proposition under consideration.

SEC. 4. No discussion shall take place on a motion, until it has been seconded, and has been repeated by the Chairman.

SEC. 5. Any motion must be reduced to writing, if the Chairman or any member request it.

SEC. 6. A motion made and seconded can be withdrawn after debate upon it, only by leave of the meeting.

SEC. 7. When a proposition is under debate, no motion can be received, except one to amend, to commit, to postpone, to take the previous question, or to adjourn.

SEC. 8. The motion last made is the only one under consideration, and is the first to be voted upon, so that, when several motions are before the meeting, the order in which to vote upon them, shall be the reverse of that in which they were made.

SEC. 9. When different motions are made to fill blanks with particular numbers, the question shall be taken first on the highest numbers and longest times.

SEC. 10. A motion to adjourn is always in order, except that when a member is speaking, it cannot be made without his consent.

SEC. 11. Amendments may be moved on any motion, and amendments may also be proposed to motions of amendment.

SEC. 12. When a motion under debate contains several parts, any member may call for a division of

the question, and then the vote will be taken on each part separately.

SEC. 13. The previous question shall be in this form: "Shall the main question be now put?" and until it is decided it shall preclude all amendment and debate on the question.

SEC. 14. A question cannot be again called up or reconsidered, at the same session of the Meeting in which it has been decided, unless the motion to reconsider be made by a person who voted with the majority. If the motion to reconsider is passed, the original proposition is before the Meeting, just as if no action had been taken upon it.

SEC. 15. The Chairman in putting a motion to vote, must first clearly state the question, and while the vote is being taken, there can be no debate, or new proposition made.

SEC. 16. The first named on any Committee shall be Chairman thereof.

SEC. 17. When the report of a Committee has been read, a motion may be made to accept it, simply to put the Meeting in possession of it; or to accept and adopt it. While either of these motions is pending, motions may be made in addition, for its postponement, amendment, or recommittal.

SEC. 18. When a vote is taken by ballot, the Chairman may vote with the other members; but not in other cases, unless the Meeting be equally divided, when, if he does not choose to vote, the motion is lost.

SEC. 19. The yeas and nays on any question shall be recorded, when required by one third of the members present.

SEC. 20. No member can be interrupted in speaking, unless on a question of order, or to correct mistakes.