

**DIVINE SCIENCE
FEDERATION INTERNATIONAL
BYLAWS**

Adopted October 7, 1998

Amended April 8, 1999

Amended October 3, 2002

(This Addendum rescinded at Conference October 7, 2004)

Amended January 17, 2005

October 12, 2006 Amendments incorporated into body text

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Adopted October 7, 1998

BY-LAWS

DIVINE SCIENCE FEDERATION INTERNATIONAL

PREAMBLE

Our purpose is to form a union in accord with Truth which brings Spiritual vision and power to every member. We stand firm in God, the One, Omnipresence, and gladly accept every conclusion that flows from this ultimate Truth. To that end, Divine Science emphasizes:

OUR STATEMENT OF BEING:

God is all, both invisible and visible, One Presence, One Mind, One Power is all.

This One that is all, is Perfect Life, Perfect Love and Perfect Substance.

I AM the individualized expression of God and forever one with this Perfect Life, Perfect Love and Perfect Substance.

ARTICLE I - GENERAL PROVISIONS

Section A. OBJECTS AND PURPOSES.

The objects and purposes of this Federation shall be as follows:

1. To perpetuate and promote the teachings of Divine Science.
2. To strengthen and unify all Divine Science member organizations.
3. To provide a central headquarters for members and member organizations.
4. To provide assistance, cooperation, and support for Divine Science education.
5. To aid and assist member organizations when called upon.

Section B. NAME.

The name of this organization shall be Divine Science Federation International.

Section C. INCORPORATION.

This Federation shall be a corporation, duly organized, and existing under the laws of the State of Colorado as a nonprofit religious organization, and shall have the right to qualify and operate in such other state or jurisdiction as it deems necessary.

Section D. REGISTERED AGENT.

The registered agent of this Corporation shall be a member of the Federation and shall be in the City and County of Denver, State of Colorado.

Section E. SEAL.

The seal of this Federation shall consist of two concentric circles between which is the name of the corporation and in the center shall be inscribed "Incorporated 1957 Colorado" and such seal is impressed on the margin hereof adopted as the Corporate Seal of the Federation.

Section F. POWERS.

In furtherance and not in limitation of the general powers conferred by the Affidavit of Incorporation, the laws of the State of Colorado, and of the objects and purposes herein before set forth, it is expressly provided that the Federation shall have the following powers:

1. To purchase or otherwise acquire, and to own, develop, sell, mortgage, or otherwise dispose of real estate, real and personal property and all interests and rights therein, without limit of amount, and to the same extent as natural persons might do.
2. To solicit, raise, and receive funds by subscription, donation, or otherwise, in any and every proper manner, and to receive and accept grants, endowments, and contributions of all kinds for the use and benefit of the Federation for its purpose aforesaid, or as shall be incidental thereto.
3. To grant Divine Science Federation Charters to new organizations whose applications meet the requirements of the Divine Science Federation International, and withdraw such charters if such action is deemed in the best interest of the Divine Science Federation International.
4. To license ministers and practitioners to serve Divine Science churches, centers and other organizations.

ARTICLE II - MEMBERSHIP

Section A. ORGANIZATIONAL MEMBERSHIP.

1. Organizational membership includes churches, member schools, centers, study groups and associations.
2. Organizational members shall follow the Divine Science Federation International rules for membership and the principles and teachings of Divine Science.
3. Application: Membership shall be by application of a non-profit spiritual organization to the office of the Federation.
4. Review: Application shall be considered by the Board of Review according to Article V.
5. Membership will be issued to the candidate organization upon approval of the Voting Members according to Article III Section A.
6. Dues: The annual dues for Members in the Divine Science Federation International shall be set at a meeting of the Voting Members. Membership dues shall be paid by all members on or before May 1 of each year. In addition, members are encouraged to make regular contributions to support Divine Science Federation International programs.
7. Cancellation of Organizational Membership.
 - a. Failure to pay annual dues.
 - b. Written request from the member organization requesting cancellation of membership.
 - c. Or, membership may be canceled for cause after following the procedures in Article V, B 2.

8. Reinstatement of Organizational Membership.
 - a. Re-apply for organization membership according to Section A, this article.

Section B. INDIVIDUAL MEMBERSHIP.

1. Membership shall be open to individuals upon receipt of application and payment of annual dues to the Divine Science Federation International.
2. Ministers and Practitioners must be a members of the Divine Science Federation International to apply for licensing. No fee shall be charged for such licensing.
3. Membership is renewed on or before May 1 of each year, upon receipt of annual dues, the amount of which is determined at the meeting of the Voting Members.
4. Cancellation of Individual Membership:
 - a. Failure to pay annual dues.
 - b. Written request by individual requesting cancellation of membership.
 - c. Or, membership may be canceled for cause after following the procedures in Article V, B 2.

ARTICLE III - VOTING MEMBERS

Section A. COMPOSITION.

1. Each Organizational member of the Federation shall be entitled to be represented by one Voting Member, who is a member or the spiritual leader for that organization.
2. A Voting Member shall be appointed by the governing bodies of member organizations. A letter bearing such appointment must be presented to the secretary of the Federation Officers at the meeting registration.
3. All Voting Members must be members of the Divine Science Federation International.

Section B. DUTIES AND POWERS.

1. The Voting Members shall consider and recommend their consolidated opinion in regard to the policies and courses of action to be followed by the Federation.
2. The Voting Members shall elect the Officers biennially in 1998 and thereafter as provided in Article IV, Section D.
3. Voting members shall determine Federation dues at each biennial meeting.
4. Each Voting Member present at a Federation meeting shall cast one vote.

Section C. MEETINGS.

1. The Voting Members shall meet biennially at a time and place determined at each biennial meeting or at such place as approved by the Officers.
 - a. Voting members shall attend special meetings as called by the Officers.
 - b. To conduct business, there must be a quorum, consisting of fifty (50) percent plus one (1) of the total Voting Members.
 - c. Voting Members must register at the start of each meeting.
2. Presentation of motions

- a. Any motion for action shall be brought before the membership in writing or from the floor for approval by any one of the following:
 - 1) A Voting Member.
 - 2) Any one of the elected or appointed Officers of this Federation.
- b. Written motions presented at Federation meetings shall be read in abridged form, or in full, and then be either acted upon or referred to a committee for consideration.
 - 1) After receiving a motion for consideration, the committee shall report on the motion to the Officers within a reasonable time fixed by the presiding Officers. The committee shall report the motion favorably, unfavorably, or without recommendation.
 - 2) At the time the Officers receive the committee report on a motion, both the motion and the committee report shall be read in full to the Voting Members for approval or disapproval.
 - 3) Approval of motions will be determined by a simple majority of the Voting Members present.

ARTICLE IV - FEDERATION OFFICERS

Section A. NUMBER.

The affairs and management of the Federation are to be under the administration of the Officers as follows: one member elected from each of the three regions, (see attached map) who will be the Regional Representative, two members elected from the entire membership, one member appointed by each of the three member schools, and one member appointed by the Divine Science Ministers Association. [Revised 10/12/2006]

Section B. QUALIFICATIONS.

1. All Officers shall be current members of the Divine Science Federation International.
2. All Officers shall be currently active, supportive members of a member organization for at least one year immediately preceding the election.
3. All Officers shall be knowledgeable about Divine Science and completed the study of the textbook, Divine Science, Its Principle and Practice.
4. Not more than two individuals from a member organization (with the exception of DSMA), and no two members of any one family shall serve as Officers. [Revised 10/12/2006]

Section C. APPOINTED OFFICERS.

The Officers appointed by the member schools and the Divine Science Ministers Association shall serve for a two year term, but may not be appointed for more than two consecutive terms.

Section D. NOMINATIONS FOR ELECTED OFFICERS.

1. The Officers shall appoint three Voting Members as a nominating committee, to accept nominations for the next election. At the end of each conference, the Officers shall announce to the Voting Members the names and addresses of those on the nominating committee.
2. At least sixty days before the next election, the nominating committee shall render to the Officers and Member Organizations its nominating report containing more than enough names of qualified nominees who have consented to serve as Officers to fill the vacancies for succeeding terms.
3. Individual members meeting the qualifications of Article IV Sec. B, may be nominated from the floor.

4. No member shall be eligible for election as an Officer unless he or she shall have been nominated by the foregoing procedures.

Section E. ELECTED OFFICERS.

1. The terms of the elected Officers shall be Regional Officers- two year terms, and Officers elected from the entire membership - four year terms.
2. No member shall be eligible for election unless he or she is in attendance at the biennial conference at the time of the election, after being duly notified. (Exceptions shall be serious illness of the member or death or serious illness in the member's family.)
3. No member, who is elected for a four year term, may immediately succeed him or herself. No member shall be elected to serve as an Officer for more than two consecutive terms.
4. The method of election shall be by written ballot.
5. The Officers shall designate a president, vice president, treasurer, assistant treasurer, secretary, and chaplain from the elected officers immediately following the election of new Officers. The names of these Officers shall be announced before the end of the conference.

Section F. DUTIES OF OFFICERS.

1. PRESIDENT. The President shall preside at all meetings. It shall be the President's duty to carry out or cause to be carried out the decisions of the Officers and to see that each Officer and employee of the Federation properly performs the duties of that respective office.
2. VICE PRESIDENT. The Vice President shall, in the absence of or at the request of the President, perform all duties of that office.
3. SECRETARY. The Secretary shall perform such duties that are customary to that office, including but not limited to:
 - a. record the minutes of all meetings of the Officers, and shall perform such other duties as may be prescribed by the Officers.
 - b. be responsible to give notice of all meetings of the Officers.
 - c. present the roster of Voting Members present at all Federation meetings.
 - d. keep an attendance record of the biennial Federation meeting.
4. TREASURER and ASSISTANT TREASURER. The Treasurer shall perform such duties that are customary to that office, including, but not limited to:
 - a. have the custody of the funds and monetary instruments of the Federation.
 - b. keep or cause to be kept full and accurate accounts of receipts and disbursements of the Federation.
 - c. disburse or cause to be disbursed the funds of the Federation as may be ordered by the Officers and shall render to the Officers, at the regular meetings thereof, or whenever it may require it, an account of all transactions as treasurer, and of the financial conditions of the Federation, and shall render a financial statement at each biennial meeting.
 - d. the DSFI may utilize electronic banking to process accounts payable and receivable. Checks in an amount over \$500.00, require check authorization counter signature by a delegated Board member. A minimum of two Officers, in addition to the Treasurer, shall have read only access to the DSFI account via password obtained by and provided by the Treasurer.
 - e. the Treasurer shall keep the Assistant Treasurer apprised of all financial matters affecting Federation business.

5. CHAPLAIN. The Chaplain shall perform such duties as are customary to that office.

Section G. POWERS AND RESPONSIBILITIES.

1. Officers shall have and exercise all powers not specifically reserved to the Voting Members by the Laws of the State of Colorado.
2. Officers conduct the financial business of the Divine Science Federation as follows:
 - a. Have possession of all real and personal property.
 - b. Establish a committee to recommend a financial policy to the Voting Members for approval at each biennial conference or at such time as deemed necessary.
 - c. Develop a financial report and budget to present to the Voting Members the financial activities of the Officers, providing financial statements by the Treasurer of the Federation.
 - d. Receive and disburse moneys of the Federation. The signers of checks for the Federation shall qualify and provide the Federation with a fidelity bond, the cost of such fidelity bond to be paid by the Federation.
 - e. Engage employees and fix any remuneration of employees.
 - f. Provide for a review of the finances of the Federation at the close of each fiscal year and at any other time deemed advisable. The CPA conducting the review shall be approved by the DSFI Board and shall not be an Officer of the Board.
3. Have power to act as it deems proper and necessary in carrying out the duties and purposes of the Federation, e.g.
 - a. To supervise and/or approve the Divine Science Federation-funded publication of text books, church school materials, etc.
 - b. To communicate with the Board of Review as specified in Article V.
 - c. To make arrangements for visits by teachers and leaders to member organizations upon request.
 - d. To promote and arrange exchange of pulpits among churches when requested by member organizations.
 - e. To support and protect the rights of member organizations in their communities.
 - f. To develop policies and communicate these policies to all members in the Federation.
 - g. To publicize all member organizations in an official organ published by Divine Science Federation International.
 - h. Appoint or dismiss committees.
 - i. To receive and review determinations made by the Board of Review.
 - j. To grant and rescind organizational and individual membership as outlined in Article V.
4. MINISTERS. Upon ordination of individuals by a member Divine Science School and application for membership in Divine Science Federation International, the Divine Science Federation Officers shall have the authority to license Divine Science ministers.
 - a. Applicants, when licensed shall in all respects abide by these by-laws and the Principles and Teachings of Divine Science.
 - b. This license shall be renewed each year on or before May 1.
5. PRACTITIONERS. Practitioners applying for a license must be recommended by a member organization and/or a member school. The Divine Science Federation Officers shall have the authority to issue them a license for a period of one year. This license may be renewed each year on or before May 1st, provided the applicant is recommended each year by a member organization or, if working independently, by a sponsoring member school.

6. VACANCIES. The Officers shall fill vacancies by appointment until the next meeting of the Voting Members, at which time a successor shall be elected.
7. COMPENSATION. Officers shall serve without compensation. Out-of-pocket expenses may be reimbursed.
8. MEETINGS. May be called at any time by any officer. To conduct business there must be five Officers present. There shall be no less than one meeting annually. Any member of the Federation may participate ex officio in any Officers meeting and at the participant's own expense.

ARTICLE V - BOARD OF REVIEW

Section A. COMPOSITION.

There shall be a Board of Review consisting of **one** member from the Divine Science Ministers Association, one member from each **of the three** member schools and one Federation Officer; each organization shall appoint its own representation. This Board shall serve for a two year term. [Revised 10/12/2006]

Section B. FUNCTIONS.

The Board of Review shall perform the following functions:

1. To receive and review written application for organizational membership and charters from Federation Officers.
 - a. The Board of Review shall, within thirty days of receipt of application, make contact with candidate organization.
 - b. Make at least one site visit to the candidate organization, meeting with its members. The site visit shall be made by not more than two members of the Board of Review.
 - c. Candidate organization shall submit to the Board of Review information deemed necessary by the Officers and/or Board of Review.
 - d. Within ninety days following the receipt of all necessary information and site visit, the Board of Review shall make a determination based upon a majority vote and notify such recommendation to the Federation Officers.
 - e. Upon majority vote of the Officers, applicants will be accepted as member organizations.
2. To receive and review written and signed complaints against individuals, teachers, ministers, practitioners, organizations, and Federation Officers.
 - a. The Board of Review shall, within thirty days of receipt of a complaint, notify respondent of such complaint and schedule a hearing thereon at such place as it may determine. At said hearing, the Board of Review shall receive evidence from both the complainant and respondent.
 - b. The Board of Review shall have the power to evaluate the complaint and recommend a course of action to the Federation Officers.
 - c. Within 30 days of the hearing, the Officers shall render a decision to the complainant and respondent and initiate such action as deemed appropriate.
 - d. If an Officer, minister, practitioner, teacher, or individual is charged, or a complaint filed against such person, then that person is automatically disqualified from serving on the Board of Review.
 - e. If the complaint involves any individual or organization, no family member or organizational member associated with that individual or organization shall serve on the Board of Review.
 - f. If the complaint involves an individual, teacher, minister, practitioner, or Officer and the charge involves an illegal action according to the laws of the local, state or Federal government and is so filed, the person is automatically disqualified from holding his/her current position until a decision is rendered by the Board of Review.

ARTICLE VI - FISCAL YEAR

The fiscal year of the Federation shall begin on the first day of May and terminate on the last day of April of each year.

ARTICLE VII - AMENDMENTS

These by-laws may be altered or amended by an affirmative vote of at least five Officers and in addition, a majority vote of the Voting Members present at a meeting, as stipulated under Article III, Section C, Paragraph 1b. Notice of all proposed amendments shall be mailed to all member organizations at least thirty days before such meeting of the Voting Members and such notice shall set forth the substance of the proposed amendments.

ARTICLE VIII - GENERAL PROCEDURES

Except as provided herein, Robert's Rules of Order Revised shall govern the conduct and procedure of meetings of the Voting Members and Officers.

ARTICLE IX - PRECEDENCE OF BY-LAWS

These by-laws may in no way impinge on or supersede the by-laws of member organizations.

ARTICLE X - DISSOLUTION

The Right of Dissolution may be exercised by a two-third vote of the Voting Members present at a biennial or special meeting of voting members, provided all formal proceedings with respect thereto are adhered to and are in accordance with formal proceedings of the laws of the State of Colorado, and that notice of such proposed action shall be mailed to all member organizations at least thirty days before such meeting of the Voting Members. Upon dissolution or final liquidation of the corporation, all assets remaining after payment of all the just debts and obligations of the corporation, shall be distributed to a member organization or organizations or to another organization that has established Exempt Status as an organization or organizations described in Section 501(c)(3) of the Internal Revenue Code; or it may be distributed to the Federal Government or State or Local Government for public purpose.

REGIONAL REPRESENTATIVE DIVINE SCIENCE FEDERATION INTERNATIONAL

DUTIES AND RESPONSIBILITIES OF DIVINE SCIENCE REGIONAL REPRESENTATIVE

I. PURPOSE.

The purpose of the Regional Representative is to facilitate communication between the Divine Science Federation International and the region, and to serve as an Officer of the Divine Science Federation International.

II. AREAS.

The regions shall be:

1. Eastern Region - including the continent of Africa
2. Central Region
3. Western Region - including Hawaii, Alaska and Australia

III. POWERS.

The Regional Representative shall carry out the functions and purposes of the Divine Science Federation International in the regional area.

IV. DUTIES.

- A. The Regional Representative shall be liaison between the Divine Science Federation International and its Regional Members.
- B. The Regional Representative shall be responsible to report to the Officers of the Divine Science Federation International on the welfare of the organization within the region. The Regional Representative must report at the Biennial Meeting. This should be a summary of regional activity.
- C. The Regional Representative shall promote Divine Science within the region.
- D. The Regional Representative shall communicate with area members and serve them in matters regarding Divine Science and/or Divine Science Federation International.
- E. The Regional Representative may request assistance from a member organization within the region to assist in properly serving the region.

V. GENERAL REGULATIONS.

- A. The Regional Representative shall regularly communicate with member organizations.
- B. Expenses incurred by a Regional Representative performing the duties required by the Federation Officers, may be submitted to the Federation Officers for approval and payment.
- C. The Federation and its Officers shall cooperate and assist the regions.
- D. The activities of the region shall not interfere nor conflict with the activities of the Divine Science Federation International.

REGIONAL MAP

HAWAII
ALASKA

SOUTH AFRICA

For the name of the representative in your region, please call
DIVINE SCIENCE FEDERATION INTERNATIONAL
at 1-800-644-9680

For further information, Divine Science Federation International
8084 Watson Road - Suite 236
St. Louis MO 63119
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Web: www.divinesciencefederation.org
FAX: 314-842-2650 - Local #: 314-842-2335

Addendum to
1998 Divine Science Federation International

By-laws

Approved April 8, 1999 via Voting member Conference Call

Article IV, Section B4 formerly read:

“There shall not be more than one individual from a member organization, and no two members of any one family shall serve as Officers.”

It was amended to read:

“Not more than two individuals from a member organization, and no two members of any one family shall serve as Officers.”

Article IV, Section G3 formerly ended at h.

Article IV, Section G3 was amended to include i. and j.

“i. To receive and review determinations made by the Board of Review.

“j. To grant and rescind organizational and individual membership as outlined in Article V.”

Addendum to 1998 Divine Science Federation International By-laws
Approved October 3, 2002 via Voting Members
at 2002 Biennial Conference
Rescinded at October 7, 2004 Delegates Meeting

Article II, Section A1. ORGANIZATIONAL MEMBERSHIP formerly read: Organizational membership includes churches, member schools, centers, study groups and associations.

October 3, 2002 changed to read: Organizational membership includes churches, member school, centers. . .

October 3, 2002 addendum rescinded at October 7, 2004 Delegates Meeting.

Article II, Section A1 again reads: Organizational membership includes churches, member schools, centers, study groups, and associations.

Article IV, Section A. NUMBER formerly read:

The affairs and management of the Federation are to be under the administration of the Officers as follows: One member elected by the regional member's organization from each of the three regions, (see attached map), who will be the Regional Representative; three members elected from the entire membership; one member appointed by each of the member schools; and one member appointed by the Divine Science Ministers Association.

October 3, 2002 changed to read: ... four members elected from the entire membership; one member appointed from the member school; and one member appointed by the Divine Science Ministers. . .

October 3, 2002 addendum rescinded at October 7, 2004 Delegates Meeting

Article IV, Section A NUMBER again reads: ... three members elected from the entire membership; one member appointed by each of the member schools; ...

Article IV, Section C. APPOINTED OFFICERS formerly read: The Officers appointed by the member schools
October 2, 2002 changed to read: The Officers appointed by the member school and the Divine Science Ministers.

October 7, 2004 above change rescinded

Article IV, Section C APPOINTED OFFICERS again reads: The Officers appointed by the member schools ...

Article V, Section A. COMPOSITION formerly read: There shall be a Board of Review consisting of two members from the Divine Science Ministers Association, one member from each member school, and one Federation Officer ...

October 3, 2002 changed to read: ... two members of the Divine Science Ministers Association, one member from the member school, and two Federation Officers; each organization shall appoint its own representation.

October 7, 2004 above change rescinded.

Article V, Section A. COMPOSITION again reads: ... two members of the Divine Science Ministers Association, one member from each member school, and one Federation Officer ...

Addendum to
1998 Divine Science Federation International
By-laws

Approved by the DSFI Delegates at the 2004 Biennial Conference and
Ratified by the Delegates as of January 17, 2005
at Conference Call Meeting

Article IV – Federation Officers, Section F – Duties of Officers, No. 4-d - **formerly read:** *All checks for the withdrawal of moneys shall be signed by the Treasurer or Assistant Treasurer and countersigned by one other officer designated by the Officers.*

Article IV – Federation Officers, Section F – Duties of Officers, No. 4-d – **shall now read:** *The DSFI may utilize electronic banking to process accounts payable and receivable. Checks in an amount over \$500.00, require check authorization counter signature by a delegated Board member. A minimum of two Officers, in addition to the Treasurer, shall have read only access to the DSFI account via a password obtained by and provided by the Treasurer.*

Article IV – Federation Officers, Section G – Powers and Responsibilities, No. 2-f – **formerly read:** *Provide for complete audit of the finances of the Federation at the close of each fiscal year and at any other time deemed advisable. The auditor, to be appointed by the Officers shall not be an Officer.*

Article IV – Federation Officers, Section G – Powers and Responsibilities, No. 2-f – **shall now read:** *Provide for a review of the finances of the Federation at the close of each fiscal year and at any other time deemed advisable. The CPA conducting the review shall be approved by the DSFI Board and shall not be an Officer of the Board.*