

CONSTITUTION  
AND  
BY-LAWS

OF THE  
Methodist Union of Toronto



1916

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OF THE  
METHODIST UNION OF TORONTO

I.—MEMBERSHIP.

The Union shall consist of the First Directors, together with the following officials, ministers and representatives of the Methodist Church, namely:

The General Superintendents; the President of the Toronto Conference; the Chairmen of the Toronto Districts; the Secretary of the Home Department of the Missionary Society; the Secretary of the Department of Social Service and Evangelism; all past Presidents of the Toronto City and Fred Victor Mission Society and of the Methodist Social Union; all Ministers in the active work in Toronto and suburbs, one lay representative from each church in Toronto and suburbs, who shall be elected annually by the Quarterly Official Board of such church, and such honorary members as the Union may appoint, together with all adult members of the Methodist Church, who shall be contributors annually of \$1.00 and upwards to the funds of the Union.

II.—LAPSE OF MEMBERSHIP.

The interest of a member in the Union shall not be transferable, and shall lapse and cease to exist when such member shall cease to be a member of the Union by death, resignation or otherwise, in accordance with the by-laws and regulations from time to time in force.

### III.—OBJECTS AND POWERS.

The objects of the Union shall be to carry on City Mission, Social Service and Church Extension work in Toronto and its suburbs in accordance with the present and any future regulations made by the General Conference of the Methodist Church, and without limiting the foregoing, the objects shall be the following, namely:

(a) To take charge of all Mission and Social Service work in the City of Toronto and suburban districts.

(b) To foster the connexional spirit and promote the spiritual and temporal welfare of our Churches and Missions.

(c) To give financial assistance to new and weak Churches and Missions.

(d) To advise in the selection of sites for new churches, so as to avoid overlapping of circuits, etc.

(e) To provide for preaching the Gospel and organizing Sunday Schools in sections of the city and suburbs where regular churches are not established.

(f) To acquire by purchase, gift, leasing or otherwise, any lands, buildings, or personal effects required for the purpose of the Union, to mortgage, and to hold or dispose of the same at its discretion, to receive bequests, donations, and subscriptions, and apply the same for the purposes aforesaid, and to establish and maintain a Relief Fund for the purpose of assisting churches within the limits of the Toronto Districts of the Toronto Conference of the Methodist Church; and all property so acquired shall be held in trust for the purposes above set forth.

### IV.—DIRECTORS.

The following shall be the first Directors of the Union and the first Committee of Management, namely:

Chester Daniel Massey, William Laird Armstrong, Alexander Mills, Edmund Harley, George Harry Parkes, Robert Corrigan Hamilton, Charles David Daniel, John James Redditt, James Albert Rankin, John Donogh, Bartle E. Bull.

### V.—ANNUAL MEETING.

The Annual Meeting of the Union shall be held in Toronto in each year in the month of May, or at such other time as the Board of Directors may fix, for the purpose of receiving reports and generally directing the business of the Union.

### VI.—BOARD OF DIRECTORS.

The Committee of Management shall be known as the Board of Directors, and shall be composed of:

(a) The General Superintendents of the Methodist Church.

(b) The President of the Toronto Conference.

(c) The Secretary of the Home Department of Missions.

(d) The Secretary of the Department of Social Service and Evangelism.

(e) Two representatives of the Toronto Conference Branch of the Women's Missionary Society.

(f) The Chairman of the Toronto Districts.

(g) The first Directors of the Union who may be resident in the Toronto Districts of the Toronto Conference.

(h) The General Secretary who shall be appointed by the Board of Directors; and

26 members to be elected annually by the Union, of whom 9 shall be ministers in the active work, stationed in the Toronto Districts, and 17 lay members.

The Board of Directors shall exercise all the powers vested in the Union by the charter and by the discipline from time to time, and shall have general supervision of the affairs of the Union.

#### VII.—OFFICERS.

(a) The Officers of the Union shall be a President, three Vice-Presidents, a Treasurer, all of whom shall be elected by the Board of Directors from its own members at its first meeting after the Annual Meeting; and a General Secretary, who shall be appointed by the Board of Directors.

(b) The Board of Directors shall have power to appoint such assistant secretaries and treasurers as may be deemed necessary, and to prescribe their duties, and such appointees shall be officers of the Union.

#### VIII.—CONSTITUTION AND BY-LAWS.

The Board of Directors shall have power to make such by-laws, rules, and regulations as they may consider necessary for the carrying out of the objects of the Union and defining the duties of its officers and from time to time to alter, amend and repeal the same, subject to a two-thirds vote of the members present at any regular meeting.

#### IX.—VACANCIES.

Any vacancies occurring among the elective officers or the elective members of the Board of Directors shall be filled by the Board of the Directors from members of the Union, and such members shall hold office until their successors are appointed.

#### X.—QUORUM.

1.—21 members shall constitute a quorum at any meeting of the Union.

2.—11 members shall constitute a quorum at any meeting of the Board of Directors.

3.—Committees may, by resolution, fix the number necessary for a quorum.

#### XI.—MEETINGS IN ADDITION TO THE ANNUAL MEETING.

1.—The Board of Directors shall meet on the second Tuesday in each month, excepting July and August, or such other time as the Board of Directors may fix.

2.—A written or printed notice shall be sent to each member of the Board of Directors, at least two days in advance of any regular or special meeting, except in case of emergencies.

3.—Special meetings of either the Board of Directors or of the Union may be called at any time by the President at his discretion; or when required to do so, upon a written application of five members of the Board of Directors.

4.—All meetings of the Union shall be called by notices sent to the Methodist pastors of city for announcement in the Methodist churches and by such other means as may be deemed wise by Board of Directors.

#### XII.—COMMITTEES.

1.—The Board of Directors shall, at its first meeting after election, appoint the following standing Committees:

(a) On City Mission Work, composed of at least 21 members.

(b) On Church Extension and Relief, composed of at least 21 members.

(c) On Down-town Churches, composed of at least 11 members.

(d) On Finance, composed of 11 members.

(e) On Festival of the Lilies, composed of 11 members.

(f) On Buildings and Repairs, composed of 5 members.

(g) Social Committee, composed of 11 members.

Committees shall have power to add to their numbers, but any names added shall be reported to the Board of Directors.

2.—Committee on City Mission Work shall have supervision of all Missions, Sunday Schools, Hospital, Social Service and other educational and institutional work.

3.—The Committee on Church Relief and Extension shall deal with all applications for assistance by loan or donation, presented by the Methodist churches in Toronto and suburbs, advise in regard to removal or erection of churches, shall seek and take necessary steps towards securing new sites for churches and shall co-operate with Mission Committee in organizing new Sunday Schools and Mission appointments.

4.—The Committee on Down-town Churches shall represent the Union in its relation to Down-town churches receiving or applying for assistance from the Union. It shall have power to arrange with such churches for proper control in financial matters and pulpit supply, and shall make enquiry and report at least once each year as to conditions obtaining therein, making such recommendations to the Union as may be regarded necessary or expedient. It shall also

have power to negotiate and arrange with stronger churches for effective leadership and co-operation and support of those that are weaker.

5.—The Committee on Finance shall prepare annually, in April of each year, a budget covering the estimated receipts and expenditures for the ensuing year and shall submit the same to the regular meeting of the Board of Directors, and shall take the necessary steps to provide funds for carrying on the work of the Union, shall recommend appropriations for the various departments of the work, and see that all properties of the Union are adequately insured. Shall supervise the Loan Fund of the Union and generally shall have the oversight of the financial affairs of the Union.

6.—The Committee on Festival of the Lilies shall have charge of the annual concert to be held on Easter Monday of each year.

7.—The Committee on Buildings and Repairs shall have the oversight of all the buildings or other property owned or controlled by the Union.

The Committee shall arrange for the regular inspection of all buildings and property, supervise the erection of all new buildings, and recommend any repairs that may be necessary.

In cases of emergency the Committee shall have power to protect the property of the Union.

8.—The Social Committee shall have charge of all banquets, receptions, public meetings, or other social functions that may be held under the auspices of the Union.

9.—The Board of Directors may appoint such other committee as may be found necessary, and may delegate to all Committees such powers as may be permissible under the laws of the Union.

10.—All committees shall make reports in writing at the regular meeting of the Board of Directors.

### XIII.—DUTIES OF OFFICERS.

1.—The President shall preside, if present, at all regular or special meetings of the Union, and the Board of Directors, and shall be *ex-officio* a member of all standing committees.

He or one of the officers shall sign, in conjunction with the Treasurer or his attorney, duly authorized, all cheques, promissory notes or other obligations authorized by the Board of Directors.

2.—In the absence of the President one of the Vice-Presidents shall act in his stead. If no Vice-President be present the meeting may elect a member to preside.

3.—The General Secretary shall have charge of the Minutes and Records of the Union and of the Seal of the Union, and of all title deeds and papers relating to property of the Union.

He shall cause records to be prepared and preserved of all meetings of the Union and the Board of Directors.

He shall cause notices to be issued of all meetings of the Union and the Board of Directors. He shall be *ex-officio* a member of all standing committees.

4.—The Treasurer shall generally supervise the receipts and expenditures of the Union and shall be the custodian of its funds. He or his attorney shall, in conjunction with the President or one of the officers, sign all cheques, promissory notes and other obligations authorized by the Board of Directors. He shall be *ex-officio* a member of all standing committees.

5.—The assistant and special officers shall perform such duties as may be prescribed by the Board of Directors.

6.—Officers having the custody of funds may be required to furnish security by bonds as the Board of Directors may direct, the cost of such bonds to be borne by the Union.

7.—Documents requiring the seal of the Union shall be attested by the signatures of the President or one of the Vice-Presidents and the General Secretary.

### XIV.—SUPERINTENDENTS AND AGENTS.

1.—The Board of Directors shall have power to appoint or employ such superintendents, missionaries, teachers or other agents as may be necessary for carrying out the objects of the Union, and shall fix the salaries respectively.

2.—The respective standing committees shall have power to engage such caretakers or employees as may be necessary and fix their salaries subject to report to and confirmation by the Board of Directors.

### XV.

The Union shall present at each annual session of the Toronto Conference a certified copy of the last published report of its operations and also a statement showing all real estate acquired or disposed of during the preceding year.

### XVI.—ORDER OF BUSINESS.

At all meetings of the Board of Directors of the Union the following shall be the order of business:

1.—Devotional exercises.

2.—Reading and consideration of Minutes of previous meeting.

3.—Business arising out of the Minutes.

4.—Reading and considering correspondence.

5.—Reports of officers, reports of standing committees, reports of special committees.

6.—New business.

7.—Adjournment.

## GENERAL REGULATIONS.

The Board of Directors have recommended that the following regulations concerning the General Policy and the Loan Fund of the Methodist Union be printed with the Constitution.

### I.—*Policy.*

- 1.—Not to make donations towards the building of new churches.
- 2.—To acquire new sites at such points as may be deemed advantageous for the location of Methodist churches in the future, such sites to be purchased on the best terms that can be obtained and to be held in trust for the purpose of Methodism in Toronto and suburbs.
- 3.—That the Union, by virtue of the provision of its charter, has both the power and the right to dispose of such sites if at any time it is deemed advisable to do so.
- 4.—That wherever a congregation has been organized on a site owned by the Union, and desires to withdraw from the control of the Union, they shall make a formal application in writing to that effect in which case the Union may convey to a properly constituted Board of Trustees, the title to such property at a price to be agreed upon. In all cases all obligations of the Union in respect to such property shall be assumed by such Board of Trustees.
- 5.—That no architect shall be employed or plans obtained for the erection of buildings on any site owned by the Union without the

expressed approval of the Union, both as to the architectural design and the financial arrangements.

- 6.—No loan shall be made to any church out of the Loan Fund until after the Union shall have approved of the building plans nor until the ability of the church to successfully complete its enterprise has been demonstrated to the satisfaction of the Union by a substantial list of subscriptions to the Building Fund.

### II.—*The Loan Fund.*

#### (a) The purpose of the Fund shall be—

- 1.—To loan without interest for the purchase of new sites to either the Trustees of new causes or the Methodist Union.
- 2.—To loan for the purposes of assisting in the erection of buildings on sites already acquired.
- 3.—To loan to churches seriously encumbered, but only on condition that the church so assisted shall contribute at least an amount equal to the amount of the loan.

#### (b) Conditions—

- 1.—No loan to be for more than ten thousand dollars, and that only under very special circumstances.
- 2.—All loans, unless otherwise provided, to be repayable in instalments to begin within two years from the time the loan is made, and if possible to be completed within the five years period.

- 3.—All loans to be for a period not exceeding five years.
- 4.—No issue of loan funds shall be made without specific provision being made for the return of the same.
- 5.—Interest chargeable on all overdue amounts.
- 6.—All loans shall be secured by mortgages and personal covenant of Trustees of the churches requiring same, or such other equivalent as shall amply protect the interests of the Loan Fund.