

## **ACMA POLICIES**

### **I Criteria for Presentations at ACMA Meetings** (Approved June 2009)

In order to obtain permission to make a presentation at an ACMA meeting, the following guidelines need to be followed (for both due-paying members and non-members). The executive committee reserves the right to allow a presentation even if it does not meet these guidelines if it is deemed necessary (i.e. police).

#### A. Presenters must:

1. Be a faith-based ministry with a statement of beliefs that does not contradict our own statement of beliefs.
2. Have a board that oversees its ministry.
3. Be willing to provide its last annual financial statement if requested.
4. Be serving Ashland County and connected in some way to Ashland county churches.

B. Receive approval to be on the agenda by providing the president a one-sentence purpose statement for the presentation before the executive committee meets to approve that month's agenda. Typically, the board meets about 10 days before the meeting.

C. If approved you will be informed of when you are scheduled and the length of time you have been given. Typically, presenters are scheduled at the end of the meeting.

Know that...

1. Meetings end on time
2. We will end the presentation if it does not reflect the purpose statement or extends beyond the allotted time
3. Handouts are recommended.
4. Presenters can stay after the meeting to meet with those interested.

Suggestion: Mailings reach all the churches and personal on-sight contacts with area churches are very effective. Area publications provide names and addresses of most churches.

### **II. Distributions of Information/Handouts** (Approved 2010)

Members are welcome to place handouts on the registration table provided near the entrance and can give brief announcements at the end of the meeting if the President provides the opportunity.

### **III. ACMA Election Procedure** (Approved August 2011, Revised April 2012)

1. The President and Vice-President positions are 2-year terms.

2. The Vice-President is nominated as the President at the end of the 2-year term.
3. The Secretary and Treasurer are elected for 2-year terms, with a limit of two consecutive terms. In order to provide for continuity, the terms of the Secretary and Treasurer shall be staggered with the terms of the President and Vice-President to prevent, if possible, the total turnover of officers at any given point.
4. Since the National Day of Prayer is sponsored by the ACMA, its director is automatically a board member.
5. The President of the ACMA is the chairman of the nominating committee.
6. The chairman, with recommendations from the executive board, asks at least two ACMA members to serve on the nominating committee.
7. Nominations are presented and voted on no later than the last meeting of the fall-to-spring calendar year.

**IV. ACMA Annual Dues Policy**

1. \$100.00 – Churches with 200 and over in regular attendance
2. \$50.00 – Churches with less than 200 in regular attendance
3. \$10.00 – Individual Membership (eg. Para-church ministry leaders, retired Pastor)

**V. Release of Information – Pastor/church contact information** (Approved August 2011)

1. Pastor and church contact information will only be provided to current ACMA members.
2. ACMA will not release its mailing list, member list (pastor and church information) or any means of communication entrusted to us to anyone other than current ACMA members.

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