

## **VI. ADMINISTRATIVE LEADERSHIP COUNCIL**

**Section 1. Membership:** The Administrative Leadership Council will be composed of twenty-one (21) members. They are: **(a)** the elected officers of the Association (4); **(b)** the Executive Director of Missions (1); **(c)** the Leaders of the Associational Strategy Teams (4); and, (d) twelve (12) members at-large. The Moderator will serve as Chair. The Vice-Moderator shall serve in the absence of the Moderator.

**Section 2. Responsibilities:** The Administrative Leadership Council is accountable to the Executive Board to faithfully execute the following responsibilities:

- A. Review the progress of the Association monthly through the receipt of and response to reports in regard to the membership, finances, personnel, properties, and ministry of the Association.
- B. Provide counsel to the Executive Director of Missions in regard to the operation of the organization.
- C. Review, revise, and recommend to the Executive Board a *Proposed Annual Operating Budget* for the Association.
- D. Process and recommend to the Executive Board the admission or removal of churches for membership in the Association.
- E. Approve and recommend to the Executive Board and the Association plans and processes for the development of properties held by the Association.
- F. Approve plans and processes for the development of new associational ministries.
- G. Develop and maintain compliance with an *Administrative Manual* describing the established operational policies and procedures of organization.
- H. Develop and maintain a process for nominating to the Association in Annual Session all leadership for election, except for the four officers who are elected by the Association in annual session.
- I. Plan the program for the Annual Meeting(s) of the Association.