

**WORLD COMMUNION OF REFORMED CHURCHES  
CONSTITUTION AND BY-LAWS  
[Adopted 2010, Amended 2017, Amended in 2025]**

**Knochenhauerstrasse 42 30159 Hannover, Germany**

**WORLD COMMUNION OF REFORMED CHURCHES (WCRC)**

**THE CONSTITUTION**

**PREAMBLE**

Jesus Christ is the foundation and head of the Christian church.

It is in Jesus Christ that the Word became flesh and the gospel is embodied.

It is to God in Christ that the Holy Scriptures, inspired by the Holy Spirit, bear witness.

It is through Christ that God gives abundant life and spiritual vitality to the members of the church in the power of the Holy Spirit.

The churches in the World Communion of Reformed Churches are called together in the name of the one God, Father, Son and Holy Spirit. Under the sovereign God, with Christ's followers across the globe, sharing one baptism, the members of the communion belong to the one holy catholic and apostolic church.

**ARTICLE I – NAME AND SUCCESSION**

The name of this organization shall be the World Communion of Reformed Churches. The following constitute the name of the organization in French, German and Spanish:

Communión Mondiale des Églises Réformées (CMER)

Weltgemeinschaft Reformierter Kirchen (WGRK)

Comunión Mundial de Iglesias Reformadas (CMIR)

The World Communion of Reformed Churches is an international non-governmental and non-profit organization, registered as a corporation under public law in Germany and as a 501(c)3 corporate entity in the State of Michigan in the United States of America. The membership of the registered entities is the same.

As of the 2010 Uniting General Council, the World Communion of Reformed -Churches succeeds the Reformed Ecumenical Council and the World Alliance of Reformed Churches and its antecedents, as a united ecumenical body for Reformed churches.

**ARTICLE II – BASIS**

The basis of the World Communion of Reformed Churches shall be the Word of the triune God, incarnate in Jesus Christ and revealed in the Holy Scriptures of the Old and New Testaments through the power of the Holy Spirit. It is to this triune God that the church bears witness. The World Communion of Reformed Churches is committed to embody a Reformed identity as articulated in the historic Reformed confessions and the Ecumenical Creeds of the early church, and as continued in the life and witness of the broader family of Reformed, United and Uniting churches.

### **ARTICLE III – VALUES**

A. The World Communion of Reformed Churches is called to demonstrate and live the oneness in Christ we profess, to carry out its ministry in ways that enable all member churches to share their gifts, and to honour and be committed to God's saving purposes for the good of all and for the transformation of the world. The World Communion of Reformed Churches serves its members with love and care, encouraging their mutual support and nurture of one another.

B. The World Communion of Reformed Churches in its order and actions is called to respect, defend, and advance the dignity of every person. In Jesus Christ all human differences must lose their power to divide. No one shall be disadvantaged for, among other reasons, race, ethnicity, or gender, and no individual or church may claim or exercise dominance over another.

C. The World Communion of Reformed Churches embraces God's covenant promises for the redemption, restoration and renewal of the whole creation through Jesus Christ. In doing so, it affirms the biblical calling of the members to recognize the gift of baptism in one another, and the call to be unified in ministry, and together to bear witness to God's justice and peace and to the integrity of creation.

### **ARTICLE IV – IDENTITY, MISSION AND PURPOSES**

A. Drawing on the heritage of the Reformed confessions, as a gift for the renewal of the whole church, the World Communion of Reformed Churches is a communion of churches which shall foster communion among its member churches by:

1. affirming the gifts of unity in Christ and promoting unity in and among churches through the mutual recognition of baptism and membership, pulpit and table fellowship, ministry and witness;
2. interpreting Reformed theology for contemporary Christian witness;
3. encouraging the renewal of Christian worship and spiritual life within the Reformed tradition;
4. renewing a commitment to partnership in God's mission through worship, witness, diaconal service and work for justice, so as to foster mission in unity, mission renewal, and mission empowerment;
5. encouraging leadership development and nurture of the covenant community;
6. engaging with other ecumenical organizations and churches of other traditions in the ecumenical movement through dialogue and cooperation in ministry;

7.expressing unity and solidarity with those minorities living in the context of marginalization and violence.

B.The World Communion of Reformed Churches shall assist its member churches by:

- 1.widening and deepening understanding and community among the member churches and helping them to fulfil their own responsibilities in the service of Christ;
- 2.facilitating the transformation of the member churches into interdependent missional communities that support, empower and challenge each other as partners in the one mission of God;
- 3.promoting the full and just participation of all members, of all ages, in all aspects of the church's life and its public witness;
- 4.promoting the full and just partnership of women and men in church and society;
- 5.encouraging and promoting diaconal service in the church and society;
- 6.expressing unity and solidarity with those of its members who are persecuted or marginalized.

C.The World Communion of Reformed Churches shall also contribute to the ecumenical movement and the transformation of the world by:

- 1.promoting economic and ecological justice, global peace, and reconciliation in the world;
- 2.promoting and defending religious, civil, and all other human rights wherever threatened throughout the world;
- 3.encouraging and promoting relief and sustainable development in the world and focusing on the eradication of poverty;
- 4.providing Reformed perspectives on church unity.

## **ARTICLE V – MEMBERSHIP**

A.Any church of the Reformed, Presbyterian, Congregational, Waldensian, other First Reformation, United, and Uniting traditions is eligible to apply for membership, if such a church affirms this constitution.

B.Member churches are expected to join in achieving the Mission and Purposes of the World Communion of Reformed Churches by, among other things, participating in meetings, financially supporting its existence, taking seriously its actions and decisions, and engaging in its collective work.

C.Fellowships and associations of churches that affirm a Reformed identity and include in their membership World Communion of Reformed Churches' members are eligible for associate membership. Such associate members shall share in the fellow ship and programmes of the World Communion of Reformed Churches, participate on a reciprocal basis without a vote in governance, and thereby strengthen the broader Reformed family's participation in the church ecumenical.

D.An institution established by one or more member churches or whose faith basis and operation are in agreement with that of the historic Reformed confessions are eligible for affiliate membership, without voting privileges.

E.Membership in the World Communion of Reformed Churches does not limit the autonomy of any member church or restrict its relationships with other churches or with other ecumenical organizations.

F.Members in the World Communion of Reformed Churches shall support the work of the World Communion of Reformed Churches through an annual financial contribution reflecting the resources and membership of that church. The General Council or the Executive Committee shall set a minimum contribution requirement for all member churches, associate and affiliate members.

G.Application for membership shall be made to the office of the General Secretary not later than six months before a General Council meeting. Admission to membership shall be by decision of the Executive Committee following consultation with other member churches in the region. The General Council shall ratify new members by a two-thirds majority of ballots cast. A new member shall not vote on the ratification of its own membership.

H.A member church may terminate its membership by giving notice in writing to the office of the General Secretary. It will be encouraged to give reasons for this action.

## **ARTICLE VI – SUSPENSION OF MEMBERSHIP**

The Executive Committee may suspend the membership of a member church for actions in violation of Article II - Basis, Article III - Values, or Article IV - Identity, Mission and Purposes of this Constitution or for persistent failure to support or communicate with the organization, subject to the conditions stated in the Bylaws.

## **ARTICLE VII – GENERAL COUNCIL**

A.The General Council is the main governing body of the World Communion of Reformed Churches. The General Council is legally constituted to transact the business of the World Communion of Reformed Churches when representatives of forty percent (40%) plus one of its active member churches are present when the General Council convenes to establish a quorum.

B.The General Council:

- 1.provides leadership for the World Communion of Reformed Churches in achieving the aims and purposes of the organization;
- 2.may adopt and may amend the Constitution and the Bylaws;
- 3.makes and adopts policies and programmes for the World Communion of Re formed Churches;
- 4.elects officers and members of the Executive Committee;
- 5.considers matters brought before it by member churches;
- 6.receives decisions of the Executive Committee for ratification.

C.Decisions of the General Council concerning its organization and institutional activities shall be binding.

D. Decisions of the General Council involving the life and witness of the member churches are advisory in character.

### **ARTICLE VIII – MEETINGS OF GENERAL COUNCIL**

A. The General Council shall ordinarily meet once in every seven years. The timing of the General Council should not be delayed beyond a maximum period of two years. In the event of an envisaged longer delay, WCRC Officers in discussion with the Executive Committee are empowered to call a virtual gathering to deal with urgent and important decisions.

B. At the request of at least one-fifth of the member churches, the Executive Committee shall convene the General Council into special session.

C. The time, place, and programme of a General Council meeting shall be determined by the Executive Committee.

D. The General Council, upon recommendation of the Executive Committee, shall adopt rules of procedure for the conduct of its business.

### **ARTICLE IX – COMPOSITION OF GENERAL COUNCIL**

A. Participants at the General Council are voting delegates, associate and affiliate delegates, ecumenical delegates, consultants, observers, guests, and visitors.

B. Member churches shall be entitled to appoint voting delegates on the basis of their membership. The World Communion of Reformed Churches will accept the information each member church submits based on its normal counting procedure. The same numbers will be used for attendance at the General Council meeting and for the basis used to determine membership contributions.

Member churches with up to 300,000 members are entitled to appoint up to four voting delegates.

Member churches with between 300,001 and 1,000,000 members are entitled to appoint up to six voting delegates.

Member churches with 1,000,001 members or more are entitled to appoint up to eight voting delegates.

Each delegation shall be gender balanced and also there shall be balance between lay and clergy. Where a member church brings four or more delegates, at least one voting delegate shall be thirty years of age or younger on the date the General Council is convened.

C. Each of the officers of the World Communion of Reformed Churches shall be an ex officio delegate (with vote) to any General Council that meets during the officer's term of office.

D. Only delegates from member churches and Officers of the World Communion of Reformed Churches shall have the right to vote and to move or second motions in all sessions of the General Council.

## **ARTICLE X – EXECUTIVE COMMITTEE**

A. The Executive Committee shall have twenty-two (22) members elected by the General Council (including six (6) officers). The General Secretary shall be a member ex officio (without vote). The Executive Committee is legally constituted to transact the business of the World Communion of Reformed Churches when a majority of its members is present to establish a quorum. The officers and members of the Executive Committee shall hold office from the time of their installation until their successors are elected and installed in office.

B. Either the moderator, president, convener or secretary of each Regional Council shall be a full member of the Executive Committee.

C. The Executive Committee may invite Executive Secretaries to participate in its meetings in an advisory capacity.

D. If any member of the Executive Committee is unable to attend a particular meeting of the Committee, an alternate may be appointed under the provisions in the Bylaws.

E. The Executive Committee shall meet annually.

F. When the President and the General Secretary deem it necessary to secure a decision of the Executive Committee between its meetings, a vote by mail, email, telephone conference, or other electronic means may be taken. In such cases the required majority (one-half plus one) is based on all the members of the Executive Committee.

G. The Executive Committee:

1. exercises general oversight of the work of the World Communion of Reformed Churches between meetings of the General Council including, but not limited to, the formation of departments, committees, and commissions to carry out the work of the World Communion of Reformed Churches.
2. authorizes the President and/or the General Secretary to speak for the World Communion of Reformed Churches between meetings of the General Council. The Executive Committee may, by way of exception and if needed, appoint one or more additional persons to speak for the World Communion of Reformed Churches.
3. performs all duties specified elsewhere in this Constitution and in the Bylaws or committed to it by the General Council.
4. has authority to approve the annual financial reports and adopt the annual budget.
5. fills vacancies among the officers and in its own membership, as specified in the Bylaws, which may occur between meetings of the General Council.
6. elects a General Secretary and appoints Executive Secretaries.
7. decides on admission to and suspension of membership in the World Communion of Reformed Churches subject to ratification by the next General Council.

## **ARTICLE XI – OFFICERS OF THE WORLD COMMUNION OF REFORMED CHURCHES**

- A. The General Council shall elect the following officers from among those present at the General Council to hold office from the time of their installation until their successors are elected and installed in office.
1. one president
  2. four (4) vice-presidents
- B. The General Treasurer is elected by the Executive Committee and serves as a member of the officers, and serves until a successor is elected.
- C. The officers of the World Communion of Reformed Churches shall be formed into an officers' committee with power to act to perform their responsibilities as stated in the Bylaws.
- D. Any two of the following: the President (or one of the Vice-Presidents if substituting for the President), the General Secretary, and the General Treasurer, are authorized to sign jointly for all legally required registrations, opening of bank accounts, and other legal transactions of the World Communion of Reformed Churches.

## **ARTICLE XII – GENERAL SECRETARY**

- A. The General Secretary shall be the chief executive officer of the World Communion of Reformed Churches and shall be responsible to the General Council and to the Executive Committee to direct and coordinate the work of the World Communion of Reformed Churches. The General Secretary is responsible for advising the Executive Committee and the officers of risks and potential liabilities that may pertain.
- B. The General Secretary shall serve a term of seven years and shall be eligible for one renewal for another seven-year term. A comprehensive performance review will be scheduled at the midpoint of each seven-year term and prior to the decision to appoint the General Secretary to a second seven-year term. The performance review shall be conducted by persons appointed by the Executive Committee.
- C. When the position of General Secretary becomes vacant due to an exigent or emergency situation, the officers of WCRC are empowered to appoint an Acting General Secretary until such a time as the Executive Committee can be convened to determine the way forward.

## **ARTICLE XIII – EXECUTIVE SECRETARIES**

- A. Executive Secretaries shall be appointed for the operations of the World Communion of Reformed Churches.

B. The number of Executive Secretaries serving at any one time, and the scope of their responsibilities, is determined by the Executive Committee upon recommendation of the General Secretary.

C. Executive Secretaries shall serve a term of five years and shall be eligible for one renewal for another five-year term. A comprehensive performance review will be scheduled at the midpoint of each five-year term and prior to the decision to -appoint an Executive Secretary to a second five-year term. The performance review is conducted by the General Secretary.

#### **ARTICLE XIV – FINANCE**

A. The World Communion of Reformed Churches shall be financed by contributions from member churches, associate and affiliate members, and gifts from individuals, congregations, organizations, and other sources.

B. The General Treasurer and the General Secretary shall be responsible for the preparation of the annual budget, which shall be presented to the Executive Committee for approval.

C. The financial accounts of the World Communion of Reformed Churches shall be audited annually by auditors approved by the Executive Committee. The audited accounts shall be presented annually to the Executive Committee for adoption.

#### **ARTICLE XV – DEPARTMENTS, COMMITTEES, OFFICES, AND COMMISSIONS**

A. The General Council or the Executive Committee may form departments, committees, and commissions to carry out the work of the World Communion of Reformed Churches.

B. All committees or commissions shall be accountable to the General Council and the Executive Committee.

C. Departments and offices shall be accountable to the General Council and the Executive Committee, through the General Secretary. They shall function in a manner that promotes the coherence of the programmes of the World Communion of Reformed Churches. To this end they are not independent entities but function interdependently.

#### **ARTICLE XVI – ORGANIZATION OF REGIONAL COUNCILS**

To promote the closest possible community and cooperation among member churches in a particular area of the world, and the effectiveness of the total work of the World Communion of Reformed Churches, the General Council may authorize the organization of a Regional Council composed of the member churches in that defined geographical area. Such a Regional Council shall

be accountable to the General Council of the World Communion of Reformed Churches through its appointed administrative structures.

A. The number, boundaries, and names of the Regional Councils shall be determined by the General Council or by the Executive Committee in consultation with the member churches of the region.

B. The organization of a Regional Council shall be effected by the member churches within the area, in conformity with the Constitution and Bylaws of the World Communion of Reformed Churches. Each Regional Council shall adopt its own Bylaws subject to ratification by the Executive Committee.

C. Each Regional Council shall meet from time to time within the geographic area, provide for an Administrative Committee, and elect officers, including a Moderator (or President or Convener), a Secretary and a Treasurer, pursuant to its Bylaws, -subject to confirmation by the Executive Committee.

D. A Vice-President, or another member of the Executive Committee, shall be appointed by the Executive Committee to be a corresponding member of each Regional Council.

#### **ARTICLE XVII – DISSOLUTION**

In the event that the World Communion of Reformed Churches ceases to exist as a corporate entity, any remaining assets or liabilities shall be distributed pro-rata to the member churches.

#### **ARTICLE XVIII – AMENDMENTS**

A. This Constitution may be amended by a two-thirds affirmative vote of the delegates in attendance at any meeting of the General Council, provided the proposed amendment has been transmitted to each member church, to members of the Executive Committee, and to the Regional Councils at least six months before it is submitted for approval.

B. The Bylaws may be amended by a majority vote of the delegates in attendance at a meeting of the General Council, provided notice of at least 24 hours has been given to the delegates attending that meeting.

C. Between meetings of the General Council, the Bylaws may be amended by a two thirds majority of the Executive Committee. Such changes shall be submitted to the next General Council for ratification.

#### **ARTICLE XIX – OFFICIAL LANGUAGE VERSION**

The English version of this document is the definitive document for interpretation purposes.

## **THE BYLAWS**

### **I. GENERAL COUNCIL**

- A. The Executive Committee shall serve as the Business Committee of the General Council.
- B. The President, with the advice of the Executive Committee, shall appoint from among the delegates such Standing Committees and Task Groups as may be necessary for the efficient operation of the General Council when in session.
- C. The status and classification of participants at a General Council meeting shall be as follows:
1. Each member church shall have a formula-specified number of voting delegates.
  2. An associate delegate is one who represents an associate-member organization. Associate delegates have the right to speak but may not vote.
  3. An affiliate delegate is one who represents an affiliated organization. Affiliate delegates have the right to speak but may not vote.
  4. An ecumenical delegate is one who represents a recognized ecumenical fraternal organization. Ecumenical delegates have the right to speak but may not vote.
  5. Guests are those individuals who have been invited to attend the General Council meeting. Guests have the right to speak but may not vote.
  6. Observers are representatives from member churches or other communions who are considering becoming members of the World Communion of Reformed churches. Observers may participate in the activities of the General Council but do not have the right to vote.
  7. Consultants may be present at the General Council or Executive Committee meeting upon invitation by the officers. A consultant may be asked to address the assembly on the issue for which the consultant is present. A consultant's right to speak is limited to that specific matter, and the consultant may not vote.
  8. Visitors are those individuals who attend the public sessions of the General Council for personal reasons. Visitors do not have the right to speak, make motions, or vote.

### **II. EXECUTIVE COMMITTEE**

#### **A. Elections**

1. The General Council shall elect officers from among the voting delegates appointed to that General Council, taking into consideration geographical distribution, cultural and denominational diversity, gender, age, and experience.
2. The General Council shall elect an Executive Committee from among the voting delegates appointed to that General Council, taking into consideration geographical distribution, cultural and denominational diversity, gender, age, experience, and the advice of regional councils.
3. The Executive Committee members shall hold office from their installation until their successors are elected and installed in office.

4. Officers and members of the Executive Committee shall be eligible to serve for not more than two consecutive terms.

5. The General Council, upon recommendation of the Executive Committee, shall elect a Nominating Committee of not more than ten persons, two of whom must be under 30 years of age, one of them female and one male. The nomination procedure shall take into consideration geographical distribution, cultural and denominational diversity, and gender.

6. Members of the Nominating Committee are not eligible for election as officers or as members of the Executive Committee. The Nominating Committee shall receive and consider proposed nominations from delegates and from Regional Councils and shall make its own proposals.

7. The Nominating Committee shall present to the General Council a slate of nominations for officers and for members of the Executive Committee. When the proposal of the Nominating Committee has been presented, nominations from the floor may be proposed as an alternative to any of the nominees recommended by the Nominating Committee.

8. The election of General Council Officers and Executive Committee members shall take place no sooner than twenty-four hours after the presentation of all candidates.

9. Each member of the Executive Committee shall be required to disclose potential and real conflict of interest issues. A signed form for such disclosure shall be retained in the office of the General Secretary.

10. Delegates elected to the Executive Committee are ordinarily expected to represent the interests of the General Council.

#### B. Alternates and advisers

1. If any member of the Executive Committee is unable to attend a particular meeting of the Executive Committee, the President and the General Secretary, after due consultation, may appoint an alternate from the same region, to serve for that particular meeting as a member of the Executive Committee.

2. The Executive Committee may invite churches or organizations to appoint a representative to attend meetings of the Executive Committee. Such an invited representative shall be able to participate in the meeting without the right to vote.

#### C. Removal from office

1. When an officer or member of the Executive Committee is deemed by another officer or member to have failed to perform his or her duties, a hearing or hearings shall be conducted.

2. The member shall be offered the opportunity to make a response in writing or in person to the Executive Committee.

3. Having heard the accusations, having considered the appropriate evidence and having heard the response the accused person chooses to make, the Executive Committee may reprimand, suspend, or remove the accused person, or declare that the person's service will continue. The seriousness of the offence will determine the action to be taken—not necessarily the number of occasions of transgression.

4. When an officer or member of the Executive Committee has been found guilty of an offence by the ecclesiastical procedures of his or her church, the Executive Committee may declare the office or membership vacant after having taken note of the official statement of the charges (formal accusation), decision, and censure (judgment, sentence). The member shall be offered the opportunity to make a response in writing or in person (at her or his own expense) to the

Executive Committee. Whether or not there is a response, the Executive Committee may remove or suspend the person, or take no action.

D. Vacant positions When the position of a member of the Executive Committee becomes vacant through death, resignation in writing to the General Secretary, removal from office by action of the Executive Committee, or non-attendance over an extended period, the Executive Committee may fill such vacancy in the following manner:

1. If the office of President becomes vacant between meetings of the General Council, the Executive Committee shall fill the office of President by election from among the Vice-Presidents or the elected members of the Executive Committee.
2. If the office of a Vice-President becomes vacant between meetings of the General Council, the Executive Committee shall fill the office by election from among the members of the Executive Committee.
3. If the office of General Treasurer becomes vacant between meetings of the General Council, the Executive Committee shall select a person to fill the position.
4. If a general position on the Executive Committee becomes vacant between meetings of the General Council, the Executive Committee may fill the vacancy by election from among those who were delegates to the previous General Council, taking into consideration geographical distribution, cultural and denominational diversity, gender, age, and experience.

E. Meetings

1. The Executive Committee shall meet once a year, the specific time and place to be set by the Executive Committee or by the President and General Secretary.
2. The President and the General Secretary may call special meetings of the Executive Committee, and shall do so at the request of a majority of the members of the Executive Committee.
3. A quorum shall be a majority of the total voting membership of the Executive Committee in attendance.

### **III – SUSPENSION OF MEMBERSHIP**

The Executive Committee may suspend the membership of a member church for actions in violation of the Basis, Values, Mission and Purposes of the Constitution or for persistent failure to support or communicate with the organization. The following procedure shall be followed:

1. Such action may be proposed to the Executive Committee by one or more member churches, after such church or churches have previously presented their concerns to the church in question. A proposal to suspend a member church shall be presented to the Executive Committee at least six months prior to its meeting.
2. The Executive Committee that has received a proposal for suspension shall conduct an investigation. The officers shall develop an investigative process for the specific charges. The process shall be approved by the Executive Committee.
3. The Executive Committee shall take final action only after the church in question has been given sufficient opportunity to defend itself.
4. After such an investigation has been completed, the Executive Committee may decide by a two-thirds vote of members present to suspend the membership of the member church in

question or refer the case to the next General Council. When an Executive Committee decides suspension, it may be lifted at any subsequent Executive Committee meeting.

5. When a member church is suspended at a General Council meeting, that suspension may be lifted at any subsequent General Council meeting upon recommendation of the then current Executive Committee. The Executive Committee shall, therefore, maintain communication with that member church about the matters related to the cause for suspension.

6. A suspended member church may send observers to plenary sessions of the General Council but shall not have the right to vote or address plenary sessions of the General Council except by extraordinary permission of the President. A suspended member church shall not have any financial obligations to the World Communion of Reformed Churches during the suspension, nor shall a suspended member church be entitled to financial support.

7. Any member church that fails to make membership contributions and does not communicate the reason to the secretariat for three consecutive years shall have the privileges of membership withdrawn by the Executive Committee until the requirements of membership are fulfilled. A member church whose membership privileges are withdrawn shall be considered an inactive member. An inactive member church may attend a General Council meeting as an observer but will not have the right to speak or vote. Inactive members do not qualify for financial support from the World Communion of Reformed Churches.

8. Any member church that fails to make membership contributions and does not communicate the reason with the secretariat for three consecutive years may not participate in the Executive Committee. Such a member church may be reinstated by the Executive Committee upon resumption of contact and fulfilment of its obligations.

#### **IV-OFFICERS' COMMITTEE**

The elected officers, the General Secretary and the General Treasurer shall form themselves into an officers' committee (chaired by the President) to perform the following functions:

1. approve the agendas for Executive Committee meetings;
2. ensure coherence in the interdepartmental work of the World Communion of Reformed Churches;
3. provide advice and direction to the General Secretary;
4. report for review to the Executive Committee concerning the actions they have taken;
5. oversee the assets of the World Communion of Reformed Churches;
6. along with the General Secretary, conduct risk assessments as needed and report conclusions reached to the Executive Committee.

#### **V – GENERAL SECRETARY**

A. The General Secretary shall make all necessary arrangements for the convening, reporting, and proper conduct of the General Council.

B. The General Secretary shall supervise the personnel of the World Communion of Reformed Churches and be responsible for the proper functioning of the secretariat.

C. WCRC publications (excluding those from Regional Councils) shall be under the supervision of the General Secretary. The General Secretary shall be the official spokes person for the policies and statements of the World Communion of Reformed Churches.

## VI – FINANCES

A. The Executive Committee may propose to the member churches proportional financial contributions to the World Communion of Reformed Churches.

B. Any proposals for the disbursement of any funds relating to the World Communion of Reformed Churches, other than disbursements included in the annual budget, shall be approved by the Executive Committee.

C. In exceptional cases, the General Secretary shall be permitted to initiate an action with financial consequences, within the parameters of the purposes and aims of the World Communion of Reformed Churches, after consultation with and the approval of the President and the General Treasurer.

D. If necessary for timely consideration, the Executive Committee may vote on the adoption of the budget by mail ballot, teleconference, or other electronic means upon the recommendation of the officers.

E. The General Treasurer and the finance coordinator shall report regularly to the Executive Committee.

F. The expenses of the President, the General Secretary, the General Treasurer, and other members of the staff will be met from the funds of the World Communion of Reformed Churches when they attend meetings of the General Council and the Executive Committee.

G. The expenses of delegates to the General Council and of members of the Executive Committee attending the General Council shall be paid by the churches of which they are members unless a prior agreement for support has been negotiated.

H. The World Communion of Reformed Churches shall pay for the expenses of the Executive Committee in accordance with established administrative guidelines. I. Each Regional Council shall submit to the General Secretary a copy of its annual audited financial statements.