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# *New Horizon Emmaus Community, Inc*

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## *By-Laws*

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### **Article I: Name and Offices**

- Section A. Name: The name of the community shall be the New Horizon Emmaus Community, Inc. Hereinafter referred to as the “Community.”
- Section B. Principal Office: The principal office of the Corporation in the State of Texas shall be in the City of Littlefield, Lamb County, Texas. The Corporation may have other offices, either within or outside the State of Texas, as the Board of Directors may determine or as the affairs Corporation may require from time to time.
- Section C. Registered Office and Registered Agent: The Corporation shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered offices, as required by the Texas Nonprofit Corporation Act. The registered office may be, but need not be, identical with the principal office in the State of Texas, and the address of the registered office may be changed from time to time by the Board of Directors.

### **Article II: Objective**

- Section A. The “Community” is formed exclusively for religious purposes with the following objectives:
1. To hold “Walks to Emmaus” that will inspire, challenge, and equip those attending to have a closer walk with our Lord and Savior, Jesus Christ, each day.
  2. To develop, inspire, challenge, and equip Christians for Christian action in their homes, churches, and communities through the Emmaus experience.
  3. To provide a community through which this initial commitment and experience can be maintained, strengthened, and enhanced.
  4. To provide monthly gatherings and weekly reunion groups that will encourage an Emmaus lifestyle based on piety, study, and action.
- Section B. No part of the net income of the “Community” should inure to the benefit of, or be distributable to its members, directors, officers or other private persons except that the “Community” should be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II Section A hereof. No substantial part of the activities of the “Community” should be carrying on of propaganda or otherwise attempting to influence legislation, and the “Community” should not participate in, or intervene in any political campaign on behalf of or in opposition

to any candidate for public office. Notwithstanding any other provisions of the articles, the “Community” should not carry on any other activities not permitted to be carried on (a) by an organization or “Community” exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code, or (b) an organization of “Community,” contributions which are deductible under section 170(c)(2) of the Internal Revenue Code or any corresponding section of any future federal tax code.

Section C. Upon dissolution of the “Community,” assets should be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code, or should be distributed to the federal government, state or local government for public purpose. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the “Community” is then located, exclusively for such purposes or to such organization(s) as said Court should determine which are organized and operated exclusively for such purposes.

First Choice:           The Upper Room Emmaus Movement  
                                  (Greater Emmaus Community)  
                                  Nashville, Tennessee

Alternate Choices: Other existing Emmaus Communities which are tax exempt under section 501(c)(3) of the Internal Revenue Code

Examples:               Llano Estacado Emmaus Community  
                                  Lubbock, Texas

                                  Golden Spread Emmaus Community  
                                  Amarillo, Texas

### **Article III: Jurisdiction**

Section A. The “Community” is affiliated with the International Emmaus Movement as defined in our Letter of Agreement with The Upper Room, a division of The General Board of Discipleship, Nashville, Tennessee.

### **Article IV: Membership**

Section A. All persons who have completed a “Walk to Emmaus” may become a member of the “Community.”

Section B. All other persons who have completed a Chrysalis, Cursillo, Kairos, Acts or other three-day movement program approved by the Board of Directors on a case-by-case basis, may become a member by participating in the activities of the “Community.”

Section C. The Board of Directors may grant honorary membership to those persons who have a strong Christian commitment but because of health and/or age cannot participate in the life and work of the “Community.”

## **Article V: Board of Directors**

Section A. Direction of the “Community” should be vested in the elected 19 members of the board which include twelve (12) board members, four (4) clergy, one (1) Spiritual Director, one (1) Community Lay Director and one (1) past Community Lay Director hereafter referred to as the “Board.”

Section B. The Steering Committee should, in a timely manner, nominate for the election by the community body, the first “Board,” consisting of three (3) classes, as well as a Community Lay Director and a Community Spiritual Director. Each class should consist of four (4) persons – two (2) men and two (2) women, as defined in Article V, Section D.

Section C. The newly elected “Board” should establish rotation of the classes by a drawing held to determine which class should have a one (1) year term, which class should have a two (2) year term, and which class should have a three (3) year term. The class which should be determined to have a one (1) year term would be eligible for renomination and reelection for a new three (3) year term at the end of the first year or annual term.

Section D. New Members of the “Board” should be elected by the Emmaus Community at its November monthly gathering and the election should be determined by a majority or plurality of votes cast. Members of the “Board” should be elected in classes consisting of four (4) lay persons to serve a three (3) year term. Every effort should be made to maintain as much diversity as possible in the representation of the entire Community by the sitting board and the nominees. (See Qualifications for Board Membership Article IV, Sections A, B, C and D)

Section E. The Clergy Board consists of five (5) voting members with one serving as the Community Spiritual Director. The clergy members are meant to serve as foundational advisors providing support to the Laity Board as well as the Board Leadership. The Clergy Board members will inquire of the Lord and then present at the October Board of Directors meeting any clergy changes as well as provide names submitted by the Community for consideration. The Clergy Board members will then present to the Board of Directors the nominee for Community Spiritual Director.

Section F. The “Board” may elect persons upon nomination by the Nomination Committee to fill vacancies until the next regular election. Those filling more than half of an unexpired term may not succeed themselves in another three (3) year term. Each full term of office should begin January 1 and end December 31.

Section G. The Board should elect a Community Lay Director and approve the Community Spiritual Director no later than the November Board Meeting. The term office should begin January 1 and terminate December 31 of each year. Every effort

should be made by the newly elected Community Lay Director and Community Spiritual Director to follow in the spirit of the Emmaus Handbook and the Responsibilities presented in the handbook for each position. If the Community Lay Director elected by the Board is not from the exiting class, a board member will be appointed by the board to fill that class's position for that year. The Lay Director and Spiritual Director should not succeed themselves (unless approved by the Board of Directors) but should remain on the "Board" as immediate past Lay Director and past Spiritual Director with full voice and vote.

- Section H. "Board" members cannot succeed themselves in consecutive three (3) year terms as elected members of the "Board," as defined in Article V, Sections A and D. A period of three (3) years must pass before they may be reelected.
- Section I. A "Board" member missing three (3) consecutive meetings will be subject to review with the "Board." In the event the "Board" position is indeed vacated, replacement of the member should be in accordance with Article V, Section F.
- Section J. The "Board" should convene at least monthly prior to the community gathering and those members present should constitute a quorum.
- Section K. The Board of Directors present at the meeting constitutes a quorum for the transaction of business by the Board of Directors. Voting by proxy will not be allowed at the meetings of the Board of Directors. Directors may vote in person or by email. The affairs of the Corporation will be managed by its Board of Directors. Any action required by law to be taken at a meeting of the Board of Directors may be taken without a meeting if consent in writing setting forth the action so taken should be signed by all Directors. (See Article VII Duties of the Board.)
- Section L. All checks, drafts, orders for payment of money in the name of the Corporation should be signed by such officer or officers and in such manner as should be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instrument should be signed by the Treasurer and countersigned by the President of the Corporation.
- Section M. All funds of the Corporation should be deposited from time to time to credit of the Corporation in such banks or in such depositories as the Board of Directors may select.
- Section N. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the general purpose or special purpose of the Corporation.
- Section O. Wherever any notice is required to be given under the Texas Nonprofit Corporation Act or under the provisions of the Articles of Incorporation or the By-Laws of the Corporation, a waiver thereof in writing signed by the person(s) entitled to such notice, whether before or after the stated therein, should be deemed equivalent to the getting of such notice.

## **Article VI: Qualifications for the “Board”**

- Section A. Each member should have served in the capacity of a Walk to Emmaus conference room team member.
- Section B. Each member should be an active member in a local church; and a Reunion Group or such group that is comparable in its purpose of helping one maintain his or her spiritual journey and the Emmaus Community.
- Section C. At least one nominee of each gender should be a Past Lay Director (unless board votes and deems them unavailable for service). Past Lay Directors as “Board” members is preferred due to deep knowledge of Emmaus vision and opportunity to continue in service to the Emmaus movement.
- Section D. The members of the “Board” should consist of no more than three (3) from any one (1) church organization, no more than one (1) member from any household or family serving at one time. Every effort should be made to maintain the greatest possible community representation among board members.

## **Article VII: Duties of the “Board”**

- Section A. The Community Lay Director is to be the Chief Administrative Officer, also known as the President of the Corporation. The Community Spiritual Director is to be the Chief Advisor. The regular monthly meetings of the Board of Directors will usually be held on the third (3) Thursday evening of each month but may be held without notice. Any special meetings of the Board of Directors may be held upon notice by phone, text or email. Places for special meetings are left to the discretion of the Community Lay Director. Every effort should be made to transact any voting business at any board meeting. Should an action by the “Board” require a special meeting that makes “Board” attendance impossible, then all phone, text, or email records of said action will be entered into the minutes of the next meeting.
- Section B. The “Board” has the responsibility to approve Lay Directors for each Emmaus Walk from recommendations of the Nominations Committee.
- Section C. The “Board” has the responsibility to promptly elect a Secretary for a one (1) year term.
- Section D. The “Board” has the responsibility to promptly elect a Treasurer for a three (3) year term after the Treasurer’s term has expired. Any person may serve an unlimited number of terms. In the event the Treasurer resigns or is unable to complete the elected term, the “Board” shall appoint a replacement to serve for the remainder of the unexpired term. The Treasurer shall serve without a vote on matters before the “Board.”
- Section E. The “Board” has the responsibility to promptly approve a Team Selection Committee which will consist of one (1) Chairperson and six (6) members. The Chairperson is to be appointed by the CLD plus three (3) members from the

“Board,” and three (3) members from the community and may include the current Community Spiritual Director and Community Lay Director.

1. The Team Selection Committee operates with guidelines in accordance with the Emmaus Handbook and the needs of the local community. Periodical review of the guidelines will be necessary to ensure that they continue to meet the needs of the local community. All changes will require “Board” approval and should always be moving toward the standards of the Emmaus Handbook and the needs of future Walk development.

Section F. The “Board” has the responsibility to promptly elect five (5) members to serve as the Nominations Committee. The Nominations Committee may consist of, when possible: one (1) clergy person who will serve as Nominations Committee Chairperson, two (2) men, and two (2) women from the Board.

1. The Nominations committee will prayerfully consider possible community members for future Board positions. The Nominations Chairperson will present those names to the “Board” for consideration at the September Board meeting. The Nominations Chairperson, after Board approval, will contact each member to confirm their willingness to serve. At the October Board meeting, the “Board” will approve the final list of names to go on the ballot for the community vote. Community elections will be held at the November community gathering in accordance with Article V, Section F. .
2. The Nominations Committee should present to the “Board,” for final approval, a list of potential Walk Lay Directors. The Nominations committee should, from this “Board” approved list, make final nominations for Walk Lay Directors based on gender and the availability of individual nominees for scheduled walk dates.

## **Article VIII: Requirements for Lay Director and Spiritual Director for the Emmaus Walks**

Section A. Walk Lay Director

1. Candidates for Walk Lay Director should have attended a Walk to Emmaus and be active members in a local church and support the Emmaus lifestyle of living a life in grace through piety, study, and action.
2. Candidates for Walk Lay Director should be active participants in a Reunion Group and the local Emmaus Community.
3. Candidates for Walk Lay Director should have served on at least four (4) conference room teams on previous Walks to Emmaus in the capacity of Table Leader or Assistant Table Leader and two walks as an Assistant Lay Director. It is preferred that candidates serve on previous walks as an outside team member before serving as an inside team member.
4. Candidates for Walk Lay Director should have given at least three (3) different talks on previous walks: at least one (1) talks on previous walks as a Table

Leader or Assistant Table Leader, and at least two (2) talks as Assistant Lay Director. The talks should include Priority or Fourth Day, but it is preferred that candidates should have given both talks.

5. Candidates for Walk Lay Director should be willing to conduct Emmaus weekends as set out in the Lay Director's manual, available from the Upper Room in Nashville, Tennessee, and under the authority of the "Board." Every effort will be made to follow in the spirit set forth in the Emmaus Handbook. (See chapters on Team Selection and Team Responsibilities.)

#### Section B. Walk Spiritual Director

1. Candidates for Walk Spiritual Director should have attended a Walk to Emmaus and be an active member of the Clergy List, member of a local church and support the Emmaus lifestyle of living a life in grace through piety, study and action.
2. Candidates for Walk Spiritual Director should be recognized as clergy in the eyes of the church, should be authorized by his or her denomination to administer Holy Communion in the setting of the Walk to Emmaus, and should have completed the theological and pastoral education required of clergy persons in their denominations.
3. Candidates for Walk Spiritual Director should have participated in at least three (3) previous Walks to Emmaus as an Assistant Spiritual Director.
4. Candidates for Walk Spiritual Director should be willing to conduct the Emmaus weekend as set out in the Spiritual Director's manual, available from the Upper Room in Nashville, Tennessee, and under the authority of the "Board." Every effort should be made to follow in the spirit set forth in the Emmaus Handbook. (See chapters on Team Selection, Team Responsibilities, and Clergy Qualifications.)

### **Article IX: Requirements for Walk to Emmaus Team Members**

#### Section A. Team Membership should include the following:

1. Candidates for Team Member should have attended a Walk to Emmaus, Chrysalis, or Kairos; and be at least twenty-one (21) years of age, unless approved by the "Board."
2. Candidates for Team Member should be an active member of a local church, active in a Reunion Group, or a group that is comparable in its purpose of helping one maintain his or her spiritual journey, participate in the Emmaus Community, and support the Emmaus lifestyle of living a life in grace through piety, study, and action.

3. Candidates for Team Member should possess a servant's heart and be willing to accept whatever responsibility for the success of the Walk this is assigned by the Lay Director or Spiritual Director. (See the Emmaus Handbook – Progressive Servanthood.)

## **Article X: Rules of Order**

Section A. Robert's Rules of Order, the latest edition, should be recognized as the authority governing the meetings of the Community, the "Board" and all committees, in all instances wherein its provisions do not conflict with these By-Laws or the Emmaus Handbook.

## **Article XI: Amendments**

Section A. Proposed amendments may be presented to the "Board" by any member of the "Board" one (1) month prior to consideration by the "Board." If amendments are voted in the affirmative by a three-fourths (3/4) vote, they will be circulated to the membership by the Community Newsletter. If no petitions are signed by at least twenty-five (25) community members objecting, the amendments will be considered adopted. Any objections must be received within thirty (30) days of mailing or emailing the notification. If an objection petition is received, the amendment will be considered voided. If the "Board" then wishes to submit the amendment to the entire Community for a vote, it may do so. A majority of plurality votes cast by the membership will decide the matter.

## **Article XII: Ratification**

Section A. These By-Laws or Standard Operating Procedures are to take effect immediately upon certification of the Board of Directors.

The above and foregoing By-Laws or Standard Operating Procedures of the New Horizon Emmaus Community, Inc were unanimously adopted by all the Directors present at the monthly meeting of the Directors held at the Amherst Retreat Center, Amherst, Texas on the \_\_\_\_\_ day of \_\_\_\_\_, 20

New Horizon Emmaus Community, Inc.

Signed By: \_\_\_\_\_  
Community Lay Director

Revision Date: 03/19/2026