

Western Outreach (WESO) Ministries Amended constitution

1. NAME

The name of the society shall be WESTERN OUTREACH and whose acronym will be WESO hereinafter referred to as the society.

2. SITUATION

The registered office of the society shall be situated in the republic of Kenya.

3. OBJECTIVES

The objectives of the society shall be non-political, interdenominational and non-profit making and shall include:

1. Christian ministry;

- a) To preach the gospel of the kingdom of God as commanded by our Lord Jesus Christ in Mark 16:15, Acts 1:8 and Acts 20:20 beginning from Western Kenya with a view to reaching the whole world by organizing crusades, open air meetings, and personal evangelization.
- b) To encourage members in their fellowship with Christ and with one another according to 1 John 1:3 by organizing seminars, camps, and other such meetings on regular basis and or as need arises.
- c) To disciple believers according to Matthew 28:19 – 20, Mark 3:14

2. Environmental Conservation;

- a) To create awareness and sensitize the members and general public on the effect of environmental degradation to their livelihoods.
- b) To empower the general public to take direct responsibility of the natural resources they depend on directly or indirectly for their livelihoods and to exploit them in a sustainable manner.
- c) To mobilize the members and the general public to initiate, implement and manage or participate in environmental conservation projects and activities in their local areas.

3. Agriculture and Nutrition;

- a) To promote modern farming technologies those maximizes land and labour productivity and are environmentally friendly.
- b) Encourage and promote farming systems that are sustainable and ensure balanced diets at household level in order to mitigate health and food related challenges such as malnutrition.

4. Reproductive Health;

- a) to create awareness and sensitize members and the public on the existence and facts about HIV-AIDS
- b) Promote and advocate for behavioural change, especially among the youth as a critical means of stemming the challenge of HIV-AIDS pandemic.
- c) To offer spiritual, emotional, psychological and material (or financial) support to people affected or infected with HIV-AIDS e.g. the orphans and vulnerable children (O.V.C).

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- d) Serve as a useful link between people living with HIV-AIDS and the government or Non governmental organization offering assistance in finding, provision of information and medical care.

5. Incoming Generating Activities.(IGA)

- a) To set up income generating activities that will ensure sustainability of the societies projects and activities without undue reliance on external support.
- b) To encourage and support its members to engage in IGA at individual or household level to stem the challenge of unemployment and boosting members income.

4. MEMBERSHIP

- a) Any Born again Christian who is above 18 years old shall be eligible for membership and shall subject to the signing of the declaration under schedule A herein, become a full member of the society.

“In joining WESO I declare my faith in Jesus Christ as my saviour, my lord, and my God and it is my desire to hereby declare to give active support to WESO as it seeks to fulfil its objective. ”

- b) Members shall register in either of the following categories.
 - i. Students in tertiary colleges and universities
 - ii. Non-students
- c) There shall be no membership fee. However, members shall be required to submit some periodical payments as shall be determined by the General Executive Committee from time to time.
- d) Any person desirous of terminating his/her membership with the society shall submit a written notice of his/her intention to do so to the Secretary which resignation shall take effect from the date of receipt of such notice and the Secretary shall acknowledge receipt thereof.
- e) A member shall be expelled from membership by the Annual General Meeting if:
 - i. He acts in a way that adversely affects the reputation, dignity and or esteem of the society or has contravened any of the provisions of this/her constitution and
 - ii. The General Executive Committee after futile attempts to advise the member to reform, recommends for his/her expulsion to the General Meeting and
 - iii. The General Meeting resolves to expel him/her by majority vote.
- f) The society shall have no liability whatsoever to any person who for whatever reason ceases to be a member.

5. OFFICE BEARERS

- a) The office bearers of the society shall be:
 - i. The Chairperson
 - ii. The Vice Chairperson
 - iii. The General Secretary
 - iv. The Assistant Secretary
 - v. The Treasurer
 - vi. The Fellowships Coordinator

All of them shall be Members of the society and shall be elected at the General Meeting to be held in each year and subject to sections 7(b) and 9(b) (iv) herein.

- b) All office bearers shall hold office according to the duration of their terms hereunder stated and subject to the conditions contained in subsections (c) and (d) of this/her section.

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- i. The Chairperson, Treasurer and Fellowships Coordinator shall each hold office for a renewable term of two years for a maximum of two terms, after which a member may be elected only after a minimum of one year out of office.
 - ii. The other bearers together with the committee members, save the General Secretary, shall hold office for one year terms for a maximum of three consecutive terms after which a member may be elected only after a minimum of one year out of office.
 - iii. The General Secretary shall serve on contract of renewable terms of five years and shall draw a monthly allowance as shall be determined by the General Executive Committee from time to time provided that the General Secretary shall not be a representative of any Regional Coordinating Committee.
- c) Any office bearer who ceases to be a member of the society shall automatically cease to be an office bearer thereof.
- d) Office bearers may be removed from office in the same way as is laid down for the expulsion of members in section 4(e) herein and vacancies thus created shall be filled by persons elected at the General Meetings resolving the expulsion in accordance to section 7(b) herein provided that in the case where all the office bearers contravene the provisions of this/her constitution and or act in a manner that adversely affects the reputation of the society, the Board of Trustees may remove the said office bearers from office at a special general meeting and thereby appoint interim office bearers providing their ratification at the General Meeting.

6. DUTIES OF OFFICE BEARERS.

a) The Chairperson

The chairperson shall, unless prevented by illness or sufficient cause, preside over all meetings of the committee and at all General Meetings. He shall be responsible for facilitating the achievements of the society's objectives.

b) The Vice Chairperson

The Vice Chairperson shall assist the Chairperson in his/her responsibilities and shall represent the Chairperson in his/her absence. In the event that the Chairperson is a non-student, the Vice Chairperson shall be a student and vice versa.

c) The General Secretary

- i. The General Secretary shall deal with all the correspondence of the society under the general supervision of the General Executive Committee. In case of urgent matters where the General Executive Committee cannot be consulted within reasonable time, he shall consult the Chairperson and or the Vice Chairperson; in which case the decisions reached shall be subject to ratification or otherwise at the next General Executive Committee meeting. The General Secretary shall issue notices concerning all meetings of the General Executive Committee and all General Meetings of the society and shall be responsible for keeping minutes of all such meetings and for the preservation of all records of proceedings of the General Executive Committee and of the society.
- ii. The secretary shall be the head of the secretariat serving on a full time basis as stated under section 5(b) (iii) and shall be the Chief Executive and spokesman of the society.
- iii. The secretary shall organize and coordinate all missions of the society in collaboration with the Regional Missions Coordinators and respective fellowships.
- iv. The secretary shall keep and update the member's directory.

d) The Assistant Secretary

In the absence of the secretary, the Assistant Secretary shall perform all the duties of the

Secretary and such other duties as shall be assigned to him/her by the Secretary or the General

Executive Committee from time to time. He/she shall also coordinate all the society's prayer programmes.

e) The Treasurer

The treasurer shall receive and also disburse, under the General Executive Committee's directions, all monies belonging to the society and shall issue receipts for all monies received and preserve vouchers for all monies paid out.

The treasurer is responsible to the committee, to the members and to God that proper books of account of all monies received and paid out by the society are written up, preserved and available for inspection.

f) The Fellowships Coordinator

- i. He/she shall ensure that all fellowships are working in accordance and towards the objectives of the Society as stated in section 3 of this constitution.
- ii. He/she shall initiate new fellowships of the society where they were non-existent subject to section 14 (b) (ii).
- iii. He/she shall collect relevant information and keep an up-to-date report of all the society's fellowships.

7. THE GENERAL EXECUTIVE COMMITTEE

- a) The General Executive Committee shall consist of all the office bearers of the society and five other members elected by their respective Regional Coordinating Committees and the Annual General Meeting in each year. Such Committee members shall hold office until the following Annual General Meeting and shall perform such duties as shall from time to time be assigned to them by the Committee or the Chairperson and shall fully participate in the Committee's decision and implementations thereof.
- a) The Committee shall be composed of representatives from the various Regional Coordinating Committees from whom the office bearers shall be proposed by the sitting Committee for the General Meeting's ratification.
- b) Each Regional Coordinating Committee shall elect 3 representatives to the sitting General Executive Committee which shall comprise of 11 members.
- c) The sitting General Executive Committee members may be re-elected by their respective Regional Coordinating Committees subject to section 5(b)
- d) Each Regional Coordinating Committee shall have among the elected representatives at least one student and which representative should not be composed of people of only one sex.
- e) The patron shall be an ex-officio member of the General Executive Committee.
- f) Any casual vacancies in the committee caused by death, resignation, expulsion or otherwise shall be filled by the committee until the next Annual General Meeting subject to section 5(d) herein.

8. DUTIES OF THE GENERAL EXECUTIVE COMMITTEE

- a) The committee shall be responsible for safe and proper keeping of any and all assets acquired and owned by the society.
- b) The committee shall be responsible for appointing such other sub-committees as it may see desirable including the Regional Coordinating Committees and fellowships to be in charge of activities in their respective jurisdiction, such subcommittees shall make reports to the General Executive Committee upon which any action may be taken as seems fit and desirable to the General Executive Committee.
- c) The committee shall be responsible for the management of the society and in accordance therewith may give directions to the office bearers as to the manner in which within the law, they shall perform their duties.
- d) All monies disbursed on the behalf of the society shall be authorized by the committee except as specified in section 13(d) herein below.

- e) The committee shall oversee the efficient and effective operations of the secretariat and shall sanction any office or person of the secretariat.
- f) The quorum for the meetings of the committee shall not be less than seven members.

9. THE GENERAL MEETINGS

- a. There shall be two classes of general meetings – Annual General Meetings and Special General Meetings.
 - b. The Annual General Meeting shall be held not later than 15 months and not earlier than 10 months in each year. Notice in writing of such Annual General Meeting accompanied by the annual statement of account and the Agenda for the meeting shall be sent to all members and officials of every fellowship not less than 21 days before the date of the meeting and where practicable, by press advertisement not less than 14 days before the date of the meeting.
- A.** The Agenda for any Annual General Meeting shall be the following;
- i. Confirmation of the minutes of the previous Annual General Meeting,
 - ii. Consideration of the accounts,
 - iii. Reports from the General Executive Committee, the subcommittees and the fellowships.
 - iv. Election of office bearers, the committee members and the patron.
 - v. Appointment of auditors in accordance with section 12 (a) here in.
 - vi. Such other matters as the committee may decide or to which a member or members shall have given notice in writing to the secretary at least four weeks before the date of the meeting.
 - vii. Any other business with the approval of the Chairperson.
- B.**
- i) All society members shall be members of the Annual General Meeting and voting shall be limited to two representatives from every fellowship subject to section 10 (c) herein.
 - ii) All outgoing and incoming members of the General Executive Committee and the Regional Coordinating Committees shall attend the Annual General Meeting unless prevented by sickness and or other sufficient cause in which case the Chairperson must be informed.
 - iii) Every fellowship shall send at least two representatives to the Annual General Meeting.
 - iv) A two-thirds representation on the basis of at least two representatives from every fellowship shall be deemed to constitute a quorum for the Annual General Meeting.
 - v) The Annual General Meeting shall pass resolutions and shall have power to amend the constitution when necessary, subject to the consent in writing from the Registrar in accordance to the section herein.
 - vi) The sitting General Executive Committee shall propose their successors for the Annual General Meetings ratification or otherwise from names forwarded by the various Regional Coordinating Committees.

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- vii) In the event that any proposed office bearer is not accepted by the Annual General Meeting, the Annual General Meeting shall in the stead of such office bearer elect from those present in the General Meeting a person of its choice for such a post.
- viii) The sitting General Executive Committee's Chairperson shall preside over the Annual General Meeting except during the elections when the patron shall preside. In the absence of the patron, the Annual General Meeting shall appoint a presiding officer to preside over the Annual General Meeting during the elections thereof only.

C.

- i. A special General Meeting may be called for any specific purpose by the Board of Trustees. Notice in writing of such meeting shall be sent to all members and officials of every fellowship not less than 14 days before the date thereof and where practicable by press advertisements not less than 7 days before the date of such a meeting.
- ii. A special general meeting may also be requisitioned for a specific purpose by order in writing to the secretary of not less than two thirds of any fellowship representation and such meeting shall be held within 28 days of the date of requisition. The notice for such meeting shall be in accordance with that in section 9(c)(i) and no matter shall be discussed other than that stated in the requisition.

10. PROCEDURE AT MEETINGS

- a. At all meetings of the Society, the Chairperson, or in his/her absence, the Vice Chairperson, or in the absence of these officers, a member selected by the meeting shall take the chair.
- b. The Chairperson may at his/her discretion limit the number of persons permitted to speak in favour of and against any motion.
- c. Resolution shall be decided by simple majority by a show of hands except in the Annual General Meetings when only the fellowship representatives shall vote. In the case of equality of votes, the chairperson shall have a second or casting vote except during the Annual General Meetings when all members shall be allowed to vote and a simple majority shall win. The chairperson shall have a casting vote in case of a second tie in votes

11. THE PATRON

- a) The patron of the society shall be an ex-officio member of and shall advise the General Executive Committee in all matters pertaining to the society as need arises.
- b) The patron shall be proposed by the General Executive Committee for ratification by the Annual General Meeting by a two-thirds majority of the members present.
- c) The patron shall meet all the qualifications of an overseer as set out in 1Timothy 3:1 – 7 and shall be at least 33 years old.
- d) The patron must be well versed with the original vision and objectives of society to be able to fulfil his/her duties stated under this section.
- e) The patron shall preside over all the elections during the Annual General Meeting subject to section 9(c) (ii) of this constitution.
- f) The patron shall hold office for a renewable term of 3 years.
- g) The Annual General Meeting shall have the power to remove the patron if it deems fit and proper to do so and any vacancy due to the said removal and or resignation or otherwise subject to section 4(d) and (e), shall be filled at the same or at the next General Meeting whereby the provisions of this constitution shall apply herein mutatis mutandis.

12. BOARD OF TRUSTEES.

- a) The Board of Trustees shall consist of at least seven honorary members appointed by the General Executive Committee in accordance with section 8(b) of this constitution, among who shall be the General Secretary, a student representative from the General Executive Committee and the Patron.
- b) Each member of the Board Of Trustees shall serve for a renewable term of 5 years each save for the General Executive Committee members thereof whose membership with the board shall be automatically determined after the determination of their term on the General Executive Committee.

Provided that if the board members who are simultaneously the General Executive Committee members are retained on the board, the number of the board members shall be increased to accommodate a member from the General Executive Committee then in office.

- c) The board shall be led by a honorary Chairperson, Treasurer, who shall be the chief trustee and the board Secretary all of which shall be elected by the board members during the first meeting of every term save that the General Secretary of the General Executive Committee shall automatically be the board Secretary.
- d) The work of the Board Of Trustees shall include:
 - i. Being the main custodians and trustees of all the assets of the society including that which was formally acquired in whichever form.
 - ii. Advising officials and members of the society on matters relating to acquisition and disposal of assets, and in all other matters as may arise.
 - iii. Overseeing the implementation of the society's plan of action as approved by the Annual General Meeting.
 - iv. Assisting the General Executive Committee in carrying out the society's vision including the aim and objectives thereof by giving active support concerning the society's programmes, getting sponsors and or donors for the society and or taking any other action that would enable the society to fulfil its objectives effectively and expediently.
- e) The board members shall at least once in every 6 months meet in any venue as shall be agreed upon by the members thereof.

13 THE AUDITOR

- a) The Annual General Meeting shall appoint an auditor for the following year in the same way as the patron and the provisions of sections 11(b) of this constitution shall apply herein mutatis mutandis.
- b) All the society's account, records and documents shall be opened to the inspection of the auditor at any time.
- c) The treasurer shall produce an account of the receipts and payments and a statement of assets and liabilities made up to a date, which shall not be less than six weeks and not more than three months before the date of the Annual General Meeting. The auditor shall examine such annual accounts and statement and either clarify that they are correct, duly vouched and in accordance with the law or report to the society in what respect they are found to be incorrect, unvoiced or not in accordance with the law.
- d) A copy of the Auditor's report on the accounts and statements together with such accounts shall be furnished to all members at the same time as the notice convening the Annual General Meeting.

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- e) An Auditor may be paid such honorarium for his/her duties as may be resolved by the Annual General Meeting appointing him/her.
- f) No Auditor shall be an office bearer or member of any of the society's committees and or sub committees.

14. FUNDS

- a) The society's funds shall be received in cash or in kind and sources thereby will include:
 - i) Members of all categories,
 - ii) Churches,
 - iii) Charitable organizations
 - iv) Friends.
- b) The funds of the society may only be used for the purpose the General Executive Committee considers proper and in accordance with the society's objectives.
- c) All members:
 - i. Of the student fellowship and shall be required to make a termly contribution of Ksh 100 payable to the treasurer of the fellowship who **MUST** issue a receipt of payment on behalf of the General Executive Committee Treasurer . 40% of this subscription is to be send to the secretariat, 10% to the Region co-rdinating committee and the remaining 50% for use in the fellowship. There are also other activities contribution which shall be payable to the treasurer and returns of the use of the Money shall be send to the GEC treasurer.
 - ii. Of the Non- student fellowship shall be required to contribute at **LEAST** Ksh 500 per month payable to the treasurer of the fellowship who **MUST** issue a receipt of payment on behalf of the General Executive Committee Treasurer. 50% of this subscription is to be send to the secretariat, 10% to the Region co-rdinating committee and the remaining 40% for use in the fellowship. There are also other activities contribution which shall be payable to the treasurer and returns of the use of the Money shall be send to the GEC treasurer.
 - iii. These subscription shall be reviewed from time to time by Executive Committee may be mandated by the general meeting.
- d) All monies and or funds shall be received by and paid to the General Executive Committee Treasurer and shall be deposited by him/her in the society's name in any bank or banks approved by the General Executive Committee.
- e) No payments shall be made out of the bank account without a resolution of the committee authorizing such payments and all cheques on such bank account shall be signed by the treasurer and two other office bearers who shall be appointed by the General Executive Committee.
- f) A sum of not exceeding Ksh 750 may be kept by the treasurer for petty disbursements of which proper account shall be kept.
- g) The General Executive Committee shall have power to suspend any office bearer who it has reasonable cause to believe he is not properly accounting.

15 REGIONS

- I. There shall be three regions constituting the society and each of them shall be named according to its geographical location. These shall include;
 - i) Nairobi region
 - ii) Rift valley region
 - iii) Western regionProvided that the General Executive Committee may be mandated by the general meeting to establish more regions as and when it is necessary.

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- II. Every region shall be headed by the Regional Coordinating Committee, which shall consist of five office bearers and members.
- III. Persons serving the Regional Coordinating Committee shall constitute only of the members appointed by each fellowships provided that each fellowship shall appoint only one member to be its representative on the Regional Coordinating Committee for a full term of office subject to section 5 c and d of this constitution, which section shall apply mutatis mutandis.
- IV. The office bearers of the Regional Coordinating Committee shall be:
 - a) The Chairperson
 - b) The Secretary
 - c) The Treasurer
 - d) The Fellowships Coordinator
 - e) The Missions Coordinator
- V. The Regional Coordinating Committees responsibilities shall be determined by the General Executive Committee
- VI. The Regional Coordinating Committee shall meet at least once in every two months.
- VII. Every Regional Coordinating Committee shall forward the names of their representatives to the sitting General Executive Committee not later than twenty-eight days before the next Annual General Meeting subject to section 5b of this constitution.
- VIII. Any person serving on the Regional Coordinating Committee can be appointed to the General Executive Committee, provided that;
 - a. In the event that person serving on the Regional Coordinating Committee is an office bearer and is appointed to the General Executive Committee, He/She shall upon such appointment forthwith cease from holding such office but shall only remain a member of the respective Regional Coordinating Committee.
 - b. In the event that any person appointed as the Regional Coordinating Committee representative to the General Executive Committee becomes the Chairperson of the General Executive Committee, He/She shall forthwith cease from being a representative of his/her Regional Coordinating Committee and the affected Regional Coordinating Committee shall appoint another representative on his/her behalf.

16. FELLOWSHIPS

- i) A fellowship shall consist of three or more members of the society found within the same locality and conveniently placed to meet at least once every month.
- ii) Every fellowship shall have three office bearers elected by fellowship members on behalf of the General Executive Committee:
 - a) The Chairperson
 - b) The Secretary
 - c) The Treasurer
- iii) Every fellowship shall hold its meetings at least once every month
- iv) Every fellowship shall have one representative on the Regional Coordinating Committee heading the region within which the fellowship is located, provided that in the event that an office bearer of a fellowship becomes an office bearer on the Regional Coordinating Committee he/she shall forthwith cease from being the office bearer of the respective fellowship.
- v) The General Executive Committee shall determine the responsibilities of the fellowships.

17. AMENDMENTS TO THE CONSTITUTION

This constitution shall not be amended unless by at least a two-thirds majority vote of members at a general meeting of the society, provided that such amendments shall not be implemented unless there is prior

consent in writing of the Registrar, obtained upon application to him made in writing and signed by three of the office bearers.

18. DISSOLUTION

- i) The society shall not be dissolved except by a resolution passed at a general meeting of members by a vote of two-thirds of the members present.
- ii) The quorum at the meeting shall be as in section 9B III (b) and unless such quorum is obtained, the proposal to dissolve the society shall be submitted to further general meeting which shall be held not early than two months from the date thereof. Notice of this meeting shall be given to all members of the society at least fourteen days before the date of the meeting. The quorum of this second meeting shall be the number of the members present provided, however, that no dissolution shall be effected without prior permission in writing of the Registrar, obtained upon application to him/her made in writing and signed by three of the office bearers.
- iii) When the dissolution of the society has been approved by the Registrar, no further action shall be taken by the committee or any office bearer of the society in connection with the objectives and the aims of the society other than to get in and liquidate for cash all the assets of the society, and subject to the payment of all the society's debts the balance there of shall be distributed in such manner as may be resolved by the meeting at which the resolution for dissolution is passed.

19. INSPECTION OF ACCOUNTS AND LIST OF MEMBERS

The books of accounts and all other documents relating thereto and a list of all members of the society shall be available for inspection at the registered office of the society by any officer or member of the society on giving not less than seven (7) days notice in writing to the secretary of the General Executive Committee.

Prepared by:
The General Secretary
Western Outreach (WESO) ministry
For all weso members