

Addendum to “Getting Stronger—Part 4”

FD/MM/FM 5/05

Dear Family,

GBAKY! We love you and thank the Lord for you, and we pray for His continued anointing and strength for each task and challenge you face.

In this Addendum you will find Charter amendments that have been made as a result of the introduction of the coach program. You will also find amendments that have been made to sections of GN 1109a and GN 1109b (Addendums to GN 1109, “Getting Stronger—Part 2”) to accommodate for the introduction of the coaches.

As you’ll see, there are explanations that precede some of the sections to help clarify the changes being made. In other sections the changes are self-explanatory and no preceding explanations were necessary.

We love you and pray for you, as you complete this year of strengthening. PTL!

Love, WS

1. ADDITION TO RESPONSIBILITIES AND AUTHORITY OF FAMILY SHEPHERDS

Responsibilities and Authority of Coaches

Coaches are members of the Coaching and Shepherding (CS) board and are appointed by the regional shepherds.

The main job of the coaches is to train and advise the Home shepherds in matters that pertain to the spiritual shepherding of their Home, to help the Home shepherds learn to spiritually shepherd the individuals in the Home, to give counsel to the Home shepherds regarding the implementation of the CS board criteria, and to check up on the Home shepherds to make sure they are doing their job of ensuring that the spiritual aspects of the other boards’ criteria are fulfilled in the Home.

Home shepherds do not elect their coach; they are only involved in the confirmation process. Coaches will be confirmed in accordance with the Charter “Election Rules.” When the regional shepherds appoint a coach, the coach’s duties begin immediately. The coach will coach the Homes in his coaching circle unless the coach is either removed from his coaching responsibilities by the regional shepherds or is not confirmed in the vote of confirmation.

If a simple majority of the Home shepherds in his coaching circle confirm the coach’s appointment, he will remain their coach. If the coach does not receive a majority approval from the Home shepherds he coaches, the regional shepherds will appoint a new coach for those Homes. Not receiving the majority vote of the Home shepherds in his coaching circle does not automatically mean a coach will be relieved of his coach position. After prayerfully considering the situation, the regional shepherds may assign that coach to another coaching circle.

Coaches are responsible and/or have the authority to:

- A. Fulfill the “Obligations of All Family Shepherds.”**
- B. Fulfill their responsibilities as members of the Coaching and Shepherding board and the duties of the coach program.**

1. Coaches will coach the Home shepherds of three to five Homes.

Coaches generally will have from three to a maximum of five Homes within their coaching circle. However, the regional shepherds can, under exceptional circumstances, assign a coach to fewer than three Homes. A coach's resident Home may be included in the Homes he coaches.

C. Coaches may not sit on other boards, their Home's Steering Council, or be Home criteria monitors.

The job of the coach is to mentor, advise, give counsel and teach others to do the job of a Home shepherd. If a coach were allowed to also fill the role of a Home shepherd, Home manager, criteria monitor, or be a member of a board other than the CS board, the coach would get more involved in the Home or other boards to the neglect of their job of teaching the Home shepherds how to do their job.

D. Communicate with and train the Home shepherds of the Homes they coach in matters relating to spiritual shepherding and in fulfilling the CS board criteria. Ensure that the Home shepherds are doing their job of making sure that the spiritual aspects of the other boards' criteria are fulfilled in the Home. Personally shepherd the Home shepherds in their coaching circle.

The primary duty of a coach is to help counsel, instruct, guide and train the Home shepherds of the Homes in their coaching circle. They will do this by staying in touch with the shepherds, either by e-mail, phone, or seeing them personally. They will meet, discuss, and pray together, as needed. The coach will offer counsel or help to direct them to the printed Word. The coach can help remind them to hear from the Lord on shepherding matters, but he has no authority over the Home's decisions. He is not to direct the Home shepherds regarding the direction of the Home, but rather he is to give counsel to the Home shepherds regarding fulfilling the CS board's criteria and to check up on the Home shepherds to make sure they are doing their job of ensuring that the spiritual aspects of the other boards' criteria are fulfilled in the Home.

The relationship between the Home shepherds and the coach should be similar to the relationship that the Home shepherds have with each other, that they are open to receiving counsel, safeguarding, instruction and correction from one another. This means the coach can help to spiritually shepherd the Home shepherds, and they can spiritually shepherd him. And the Home shepherds spiritually shepherd each other.

1. If there is a conflict between Homes, the shepherds of the respective Homes should first attempt to work out the conflict. However, if they cannot resolve the matter on their own, they may ask their coach for help. The involvement of the coach, however, is limited to counseling and praying with the Home shepherds to help them work with their respective Homes in resolving the conflict.

If the conflict is between Homes from different coaching circles, the two coaches may counsel with each other and the shepherds of their respective Homes to help them work out the problem.

a. If, after the coaches have offered counsel and help to their respective Home shepherds, the matter is not resolved, then it should be referred to the RSs.

The RSs may counsel with any RC members as needed, depending on the nature of the conflict, and then take the necessary steps to resolve the conflict. In most cases this may mean placing the Homes involved on PN.

2. **If there is ongoing conflict within a Home’s Steering Council that they cannot resolve themselves, the coach will first attempt to work with the Home shepherds to resolve the conflict.**
 - a. **If by working with the Home shepherds the coach is unable to help the Steering Council resolve the conflict, then the coach, with approval from the shepherding desk, may help solve the conflict by communicating and/or meeting with the Steering Council as a whole.**
 - b. **If the coach must get involved with the Steering Council to help them solve the conflict, the coach must immediately notify the Home Council that there is ongoing conflict in the Steering Council which they have been unable to resolve on their own.**
 - i. **The Steering Council has 21 days to resolve the conflict from the time the coach first gets involved and notifies the Home Council of the conflict.**
 - ii. **If after 21 days the Steering Council has not resolved their conflict, the Steering Council will be dissolved and the Home must hold new elections within seven days.**

It’s inevitable that there are differences of opinion when you have a team of people working together, as you bring together different personalities and modes of operation. This, however, does not automatically mean that there is ongoing conflict in a Steering Council. An ongoing conflict would not simply be any disagreement or misunderstanding between two or more Steering Council members. For there to be ongoing conflict in a Steering Council, it would mean that there is disunity or disagreement that those involved cannot work out, or cannot bring themselves to lovingly work through and reach resolutions on. If it reaches the extent that it affects their unity and working relationship, then the Steering Council would be in ongoing conflict.

When the coach learns of disunity in the Steering Council, he would first counsel with the Home shepherds, and try to help them make the necessary steps to resolve the conflict that has arisen in their Steering Council. Only if the disunity persists over a period of time, and after attempts have been made by the coach to work through the Home shepherds to help the Steering Council solve the problem, would the coach have the option of getting involved.

The coach must receive the approval of the shepherding desk first, since it is a serious matter that could result in the dissolving of the Steering Council if not resolved within 21 days.

- E. **Train Home shepherds on how to initiate or administer appropriate discipline to errant Home members, as well as ensure they report probationary status or excommunicable offenses to the shepherding desk.**
- F. **Suggest to the Home shepherds that they recommend to the Home a change of status for an errant Home member who is violating, contravening, or failing to fulfill the “Responsibilities of Individual Members” or the “Fundamental Family Rules” if they see that the Home is not taking this possibility into account when dealing with the individual.**

It is not the responsibility of the coach to let the Home shepherds know when someone needs a change of status. This responsibility lies with the Home shepherds and the Home.

However, the coach has the right to suggest a change of status for a member if he believes that it is needed and the Home is not taking the necessary steps themselves. However, his suggesting that the Home shepherds look into it does not mean that the coach shares the responsibility. The Home is accountable to shepherd its members, including recommending that those who are not

living the FD standard be moved to another status, if after faithful shepherding they have not made the strides necessary to remain a Family disciple.

- G. Report monthly to his regional Coaching and Shepherding board chairperson(s) informing them of his personal activities and interaction with the Home shepherds that he coaches, as well as responding to any points he may be asked to respond to or report on by the Coaching and Shepherding board chairperson(s).**
- H. Faithfully check his e-mail and answer matters pertaining to his coaching duties in a timely manner.**
- I. Fulfill assignments given by the regional Coaching and Shepherding board chairperson(s) and/or the shepherding desk.**

There will be instances when a coach might be requested by the CS RBC to act as a designated representative (DR) for different reasons, or he may be asked to visit one of the Homes in his coaching circle. Although traveling will not be a major part of the coach job, it will come up from time to time, and a coach should be willing to fulfill this responsibility when needed and possible.

2. CHANGES TO THE CHARTER RECLASSIFICATION PROCEDURE

Below you will find the revised procedure for moving Family disciples to Missionary or Fellow membership. This replaces the procedure by the same name printed in GN 1109a.

As you will see, this procedure no longer includes the RSs or the SD (shepherding desk) as one of the bodies that initiate the process for moving an individual member to Missionary or Fellow membership. The reason for this change is that it is the job of the Home, in the interest of Home accountability, to shepherd its members.

If a member is failing to live up to the discipleship standard, and after faithful shepherding it becomes clear that member is best suited for another status, the responsibility to take the necessary steps to move the individual lies with the Home.

If the Home is not doing anything about it, and it becomes a matter that affects the entire Home and possibly other Homes, the RSs can place that Home on PN; or the Home may fail review and be moved to another level of membership.

The bottom line is that it is the responsibility of the Home to shepherd its members, which includes initiating the procedure to move a member to another level of membership if that is needed.

By placing this responsibility squarely on the shoulders of the Home we are again emphasizing Home accountability in the long-term strengthening of the Homes.

Procedure for Moving Family Disciples to Missionary or Fellow Membership

- A. A member's Family discipleship can only be revoked and the member moved to Missionary or Fellow member status if the member violates, contravenes, or fails to fulfill the "Responsibilities of Individual Members" or the "Fundamental Family Rules." Recommendation for Missionary or Fellow membership can be made by a two-thirds majority of their Home and by adhering to the following procedures:**
 - 1. The Home shepherds must first have endeavored through prayer and shepherding to help the member live up to the "Responsibilities of Individual Members" and**

the "Fundamental Family Rules" by informing them of the way in which they have been failing to live up to their responsibilities and what changes they should make in their life, and then to have allowed reasonable time for compliance.

- a. If the member fails to comply, the Home shepherds must inform them that they are being recommended for Missionary or Fellow membership.**

If a case arises in which a Home's members feel one or more of their Home shepherds should be moved to Missionary or Fellow membership, but find it difficult to bring this up in a Home Council meeting, they may write to their coach or shepherding desk for counsel.

- b. The Home shepherds must clearly explain and show just cause to the Home Council of why they feel the member should be recommended for Missionary or Fellow membership. The matter is to be discussed, with the member in question being present and able to present their view, if they so choose. The recommendation will then be voted on by secret ballot.**

- i. All voting members of the Home, including the member in question, have the right to vote on the matter.**

- c. If a two-thirds majority of the Home's voting members agree with the recommendation, a letter stating the reasons for the recommendation and the outcome of the vote must be sent to the shepherding desk within 14 days. A copy must also be given to the member being recommended for Missionary or Fellow membership.**

- i. The shepherding desk must acknowledge receipt of the letter within 14 days.**

- 1. The member being recommended for Missionary or Fellow membership has the right to send an appeal to the shepherding desk within 14 days of the Home's vote.**

- 2. If the member sends an appeal, the shepherding desk must investigate the matter and inform the member and their Home of the decision within 45 days of receipt of the appeal.**

- ii. If the shepherding desk agrees with the Home, the member will be moved to Missionary or Fellow membership accordingly.**

- iii. If the shepherding desk does not agree with the Home, the matter will go to the regional shepherds, who will make the final decision by a two-thirds majority.**

- 2. Once the Home votes to recommend a member for Missionary or Fellow membership, the member:**

- a. Loses their "Right of Mobility" until the matter is decided.**

- b. Loses their right to vote on Home matters.**

- c. Must be freed from their portion of the Home's debts and liabilities.**

- i. If the member is personally responsible for creating, in whole or in part, debts and/or liabilities due to personally spending or authorizing the spending**

of funds which were not agreed upon by two-thirds of the Home's voting members, they will retain responsibility for those debts. The amount is to be decided by a two-thirds majority of the Home's voting members.

If a disciple loses their Family discipleship status and becomes a Missionary or Fellow member, they normally must be freed from their portion of all debts and liabilities of the Home. In the case where the member in question caused all or part of the debts or liabilities of the Home through spending funds without having authorization from the Home, they will still be responsible for all or part of the debt. For example, if they spent \$300 on unauthorized international telephone calls, they would not necessarily be freed from that financial obligation.

The amount of obligation that the member in question would have for the debt or liability in such a case would depend on their personal responsibility for the debt. If two members of the Home made a major purchase which put the Home in debt without prior authorization, the two members would continue to share responsibility for the debt after becoming Missionary or Fellow members.

- d. Is free to begin fundraising activities to facilitate their potential move.**
 - i. A minimum of 50% of the member's net income generated must be used to facilitate their move to Missionary or Fellow membership. The amount of funds and the time needed to raise these funds can be determined by a two-thirds majority of the Home.**

Once a member has been notified that they are being recommended for Missionary or Fellow membership, they may begin fundraising to help facilitate their potential move. Remember, it is only a recommendation at this stage that the member change to Missionary or Fellow membership; they are not yet a Missionary or Fellow member.

- 3. If the member is not moved to Missionary or Fellow membership they:**
 - a. Regain their "Right of Mobility."**
 - b. Regain their right to vote on Home matters.**
 - c. Regain their portion of the Home's debts and liabilities, if any.**
 - d. If the member wishes to remain in the Home, they must turn in to the Home any funds they generated to facilitate their potential move to Missionary or Fellow membership.**
 - e. If the member wishes to depart from the Home, they must submit their 30-day notice of intention to depart from the Home. In this case, all funds generated through their fundraising activities are first to be used to pay their portion of any Home debts or liabilities, with the remaining balance to be used to facilitate their move.**
 - i. The departure period can be shortened by a two-thirds majority vote of the Home if the member requests to leave earlier. The member must leave the Home by the end of the 30-day period unless the Home makes arrangements for the member to remain for a determined amount of additional time before moving on.**
- 4. If the member is moved to Missionary or Fellow membership, the Home and members are responsible to ensure that the departing member:**

- a. **Prepares to leave the Home in an orderly fashion by turning over pertinent ministry materials, contacts, or other legal material, bank accounts, post office boxes, and funds belonging to the Home or to the Family, and thoroughly explains their ministries, duties and responsibilities to the appropriate persons.**
- b. **Has an address and related instructions for reporting as a Missionary or Fellow member.**

Once the decision has been made to move a member to Missionary or Fellow membership, the Home should continue to treat the person lovingly and kindly—as brethren. They are still part of the Family and are just moving to a circle of membership for which they may be better suited. An effort should be made to make their move as practical and easy as possible.

If it is a family, a single parent with children, or a young person changing status, it would be helpful if an effort could be made to help them find a place to stay, or find them an initial landing place of some sort, perhaps with other Missionary or Fellow members. This will not be possible in every case, and in some cases they may not need the help, but the point is to be loving and kind to our brethren.

3. ADDITION TO DEFINITION OF TERMS

Designated representative: A designated representative (DR) is appointed for a specified time and purpose by the shepherding desk. The authority of the designated representative extends only as far as outlined by the shepherding desk. If the designated representative already holds a title or has other authority within their job (i.e., the individual is a coach or a regional board chairperson) they do not retain that authority while acting as a designated representative, unless it is part of the authority granted for the given mission.

4. ADDITION TO THE RESPONSIBILITIES AND AUTHORITY OF THE REGIONAL SHEPHERDS

Regional shepherds are responsible for and/or have the authority to:

- A. **Appoint designated representatives to act in their stead for visitation or investigative purposes as may be necessary. The designated representative’s authority extends only for the period of time and specific purpose outlined by the regional shepherd.**

A regional shepherd or SD, if the DR is appointed by the SD, must notify any Homes of the reasons for the DR’s visit and the specific authority that is being granted to them. The DR will have no jurisdiction or authority outside of the authority granted them for their visit.
- B. **Appoint coaches and designate the Homes they coach, as well as remove or replace coaches, providing they first inform the international Coaching and Shepherding board chairpersons.**
 1. **The international Coaching and Shepherding board chairpersons have the authority to nullify the decision within two weeks.**

5. ADDITIONS AND CHANGES TO THE ELECTION RULES

There have been a number of procedural changes to the "Election Rules," so we are including here the new "Election Rules."

Concerning Steering Council elections: The question was raised as to whether a six-month tenure for the Steering Council is long enough for a coach to get involved with training Home shepherds. Or should it be longer so that more input can be given, rather than having to start all over again if a new team is elected? On the other hand, with Home accountability, if a Steering Council is not doing its job, the Home should be able to replace them.

The decision the Lord confirmed was that Homes will have one mandatory Steering Council election yearly. They will also have the regular vote of confirmation every three months. At the six-month point, where there previously would have been a new election, the Home would instead vote as to whether they would like to hold new elections. If a simple majority vote for this, new elections will be held. Otherwise they will simply hold another vote of confirmation.

This gives the option to Homes who feel their Steering Council is doing well to not have to go through the election process every six months. However, they would have the option to decide to hold new elections should they feel a change is needed in their Steering Council and criteria monitors.

Election Rules

A. General voting rules:

- 1. Unless specified otherwise in the "Charter of Responsibilities and Rights" or in these "Election Rules," a simple majority determines the outcome of the matter being voted on.**
- 2. A two-thirds majority either in a Home vote or for area referendums is required to determine the outcome on any financial matter.**
 - a. Only voting members 18 and over may vote on financial matters.**
- 3. Unless specified otherwise in these "Election Rules" a Home should, by a simple majority, determine a fair, practical, and efficient method of voting.**

Some voting procedures require the use of a secret ballot, but most do not; therefore each Home may decide by a simple majority what method of voting it will use. Such methods could include a discussion and simple show of hands, or checking off a chart on the Home's bulletin board. There are a variety of options and the Home must decide by a simple majority which one they would like to use.

- 4. An abstention either in a Home vote or for an area referendum will decrease the voting population by one for that vote.**
- 5. If voting members are absent from the Home at the time a vote is taken, they must be informed and allowed to cast their vote on the matter, either at that time or upon their return.**
 - a. A Home can still vote on a matter and enact the outcome. If, however, the vote of an absent member causes a change in the outcome of a Home's vote, the matter enacted will cease.**
 - b. The absent members may, if they choose, appoint a proxy to vote in their place. If a proxy is appointed, the absent members cannot vote again upon their return.**

- i. **A proxy cannot vote in place of an absent member on financial matters.**

B. Elections for Home shepherds, Home managers, and criteria monitors:

1. **Each Family discipleship Home will elect by secret ballot a minimum of two or three Home shepherds, a minimum of two or three Home managers, and criteria monitors for each of the six board pillars.**
 - a. **If a Home has 12 or less voting or nonvoting members age 16 and over, they must elect a minimum of two voting members 18 years and over to be their Home shepherds and a minimum of two voting members 18 years and older to be their Home managers.**
 - b. **If a Home has 13 or more voting or nonvoting members age 16 and over, they must elect a minimum of three voting members 18 years and over to be their Home shepherds and a minimum of three voting members 18 years and older to be their Home managers.**
 - c. **Criteria monitors may be elected from any of the voting members of the Home age 16 and over.**
 - i. **Since the Coaching and Shepherding criteria monitor must be elected from one of the Home shepherds, only those 18 and up may hold that position.**

A criteria monitor, except the CS criteria monitor, who must be a Home shepherd, can be any member of the Home's voting population. The Home shepherds and Home managers do not have to be criteria monitors. Whether they are or not is up to the Home and would depend on the size of your Home. A Home could have Home shepherds and Home managers, and as many as five other criteria monitors, none of whom are Home shepherds or Home managers. The overall goal is to share the load by having different people take different criteria monitor positions as much as may be possible.

2. **Elections for Home shepherds, Home managers, and criteria monitors are to be held within seven days of the Home's May TeleTRF.**
 - a. **Elections must be held within seven days of opening a new Family discipleship Home.**
 - i. **Regardless of the date the new Home held its first Home elections, the Home must hold either its next Home election or a vote of confirmation in accordance with the timetable prescribed in these "Election Rules."**
3. **One week before Home elections, the Home must read the Home Election Guidelines, Appendix E, and hold a meeting in which Home members decide the number of Home shepherds and Home managers they will elect and then submit their nominations for Home shepherds, Home managers, and criteria monitors.**
 - a. **Nominations must have a second. Nominated members have the right to decline their nomination.**
 - b. **The names of those nominated must be posted publicly in the Home until the elections are held.**
 - c. **Home members can be nominated for more than one position.**

Larger Homes may want to elect more than the required number of Home shepherds and Home managers for their population. It depends on the needs of the Home. The number of Home shepherds and Home managers does not have to be the same, but there must be at least two or three in each body, depending on the number of members in the Home 16 and up.

- 4. When Home elections are held, each individual position should be voted on separately by secret ballot.**
 - a. All Home shepherds should be elected first, all Home managers should be elected second, and the criteria monitors should be elected third.**
 - b. A Home's voting member cannot simultaneously hold both the position of a Home shepherd and that of a Home manager.**
 - c. Home managers and Home shepherds may additionally hold the position of up to two criteria monitors.**
 - i. The Home shepherd elected as the Coaching and Shepherding criteria monitor may not be the criteria monitor for a second board pillar as well.**
- 5. A committee selected from two or three of the Home's voting members must count the votes. This committee will announce the results of the election to the Home Council.**
 - a. The nominee who receives a simple majority vote for the position being voted on will occupy that position.**
 - b. In the event of a tie vote, a run-off election is held for that Home position.**
 - i. If the tie is still unbroken after three run-offs, the Home must decide, by a simple majority, whether both of the two candidates should hold the position in question.**
- 6. Once the elections are held and the results announced, the terms of office will begin immediately.**
 - a. Outgoing Home shepherds and Home managers must turn over all files and information, Home records, and HER fund locations held in their portfolio to the new incoming Home shepherds and Home managers within 24 hours of the election.**
- 7. If a Home shepherd, Home manager, or criteria monitor position becomes vacant at any time for longer than two months, the Home must hold an election within seven days to fill the position. The person elected to this position would hold office subject to either the Home's next Home election or a vote of confirmation in accordance with the timetable prescribed in these "Election Rules."**

C. Vote of confirmation within the Home:

There are two kinds of votes of confirmation within the Home. The first is the required quarterly vote of confirmation for the Home shepherds, Home managers, and criteria monitors. The second is a vote of confirmation for the Home shepherds, Home managers, and criteria monitors to be held 14 days from the date a Home has been placed on probationary notice, to give them the opportunity to change any of their three elected bodies, if needed.

When a Home engages in a vote of confirmation, they vote for or against the specific body as a whole. So, if there is one member of one of the elected bodies who the Home members feel is not doing a good job and they would like them to step down from their position, the Home would need to vote to not confirm that entire body. For example, if the Home’s voting members do not confirm the Home shepherds, then a new election would be called for all the Home shepherds, though not for the Home managers or the criteria monitors, if those two bodies were reconfirmed. If Home members wish to re-nominate any of the previous shepherds who they feel should be reelected, they may do so, as well as any other of the Home’s eligible members.

1. **The three- and nine-month quarter-term votes of confirmation for the Home shepherds, Home managers, and criteria monitors must be held by secret ballot within seven days of the Home’s August and February TeleTRFs.**
 - a. **The voting ballot should read:**
 - I confirm the Home shepherds: yes ___ no ___
 - I confirm the Home managers: yes ___ no ___
 - I confirm the criteria monitors: yes ___ no ___
 - b. **If there is a two-thirds majority vote against confirming any one of the three elected bodies, the Home will hold Home elections for that body within seven days.**
 - i. **The term of office for the newly elected Home shepherds, Home managers, or criteria monitors will be subject to either the Home’s next Home election or a vote of confirmation in accordance with the timetable prescribed in these “Election Rules.”**
2. **At the six-month point the Home will vote on whether they will hold new elections. This six-month midterm vote must be held by secret ballot within seven days of the Home’s November TeleTRF.**
 - a. **The voting ballot should read:**
 - I would like Home elections: yes ___ no ___
 - b. **If there is a simple majority vote to hold new elections, the Home will do so within seven days.**
 - c. **If a simple majority does not vote to hold new elections, the Home will instead hold a vote of confirmation, following point 1 above.**
3. **The probationary notice vote of confirmation must be held when a Home has been placed on probationary notice to confirm whether the Home shepherds, Home managers, and criteria monitors continue to have the support of the Home.**
 - a. **The probationary notice vote of confirmation must be held by secret ballot 14 days from the date the Home was placed on probationary notice.**
 - i. **If the reason for probationary notice was resolved and the Home was notified within 14 days that they are no longer on probationary notice, the vote of confirmation is not needed.**
 - ii. **If the reason for probationary notice was not resolved within 14 days, the Home should proceed with the vote of confirmation. The voting ballot should read:**
 - I confirm the Home shepherds: yes ___ no ___
 - I confirm the Home managers: yes ___ no ___
 - I confirm the criteria monitors: yes ___ no ___

I confirm the Home shepherds: yes ___ no ___

I confirm the Home managers: yes ___ no ___

I confirm the criteria monitors: yes ___ no ___

- b. If there is a simple majority vote against confirming any one of the three elected bodies, the Home will hold Home elections for that body within seven days, in accordance with these "Election Rules."**
 - i. The term of office of the new Home shepherds, Home managers, or criteria monitors is only until the next Home election date as specified in these "Election Rules."**

The probationary notice vote of confirmation must be held if a Home has not heard back from their reporting office, shepherding desk, or regional desk within 14 days of being placed on probationary notice that they are no longer on probationary notice. The purpose of this confirmation vote is to make it possible to call for the election of either one or all of the bodies of Home shepherds, Home managers, and criteria monitors in the case of the Home being placed on probationary notice.

While the Home is fully accountable as a whole for being placed on probationary notice, because the members of the Steering Council bear a great deal of responsibility in how the Home is run and in the fulfillment of the Home's responsibilities, and the criteria monitors in monitoring the Home in its fulfillment of the boards' criteria, part of the solution to getting off probationary notice may be to change one or more of these elected bodies, if the Lord leads.

In the case of probationary notice, because of the time constraints placed on the Home's Family discipleship status—i.e., if the specific issues aren't rectified within 60 days, the Home will become an MM or FM Home—in order to remove any of the three elected bodies in the Home at the PN vote of confirmation, it will only require a simple majority to recall them from office, rather than the two-thirds majority vote required during the normal vote of confirmation. Since voting to recall your Home shepherds, Home managers, or criteria monitors is a rather sensitive matter, the vote of confirmation is to be held by secret ballot.

D. Vote of confirmation for coaches:

- 1. Although the Home's coach is appointed by the regional shepherds, a vote of confirmation by the Home shepherds in their coaching circle must be held by secret ballot within seven days of the Home's May and November TeleTRFs.**
 - a. Each Home shepherd will send their vote to the shepherding desk, who will tally the votes. Home shepherds who do not send in their votes by the specified dates will have their votes counted as abstentions.**
- 2. If the coach does not receive a confirmation by a simple majority of all the Home shepherds in his coaching circle, the regional shepherds will appoint a new coach for the Homes who did not confirm the coach within three months.**

E. Home referendums:

- 1. A Home referendum may be conducted at any time by the Regional Council via the regional desk to establish area goals. The referendum must be conducted as follows:**
 - a. The Regional Council must submit a written proposal to the concerned Family discipleship and/or Missionary member and/or Fellow member Homes stating exactly what issues the Homes are being asked to vote on. The proposal**

must list both the pros and cons to the proposal and be read by all of the Home's members 16 and over before voting.

- b. A simple majority of the total members 16 and over of all Homes affected by the referendum will determine the outcome, unless the referendum is regarding a financial matter, in which case a two-thirds majority of members 18 and over of all Homes affected by the referendum will determine the outcome.**
 - i. Home members who do not vote on the Home referendum will have their votes counted as abstentions.**
- c. The exact tally of the Home's votes for and against the referendum must be conveyed to the regional desk at the same time as their Home's TeleTRF for that month.**
 - i. Homes that do not send in the correct tally of all votes for and against and all abstentions will have all their total votes counted as abstentions.**
- d. Homes that do not respond to a Home referendum at the same time as they send their TeleTRF for that month will have all their members' votes counted as abstentions.**

The RC can conduct a referendum affecting FD, MM, and FM Homes in a city or area, a referendum affecting only the FD Homes, affecting only the MM Homes or affecting only the FM Homes in the city or area, or any combination of these three categories of Family membership. Since FD, MM and FM Homes can vary greatly in population, ranging from one person to many, for a referendum to accurately reflect the wishes of the majority of the area's members, each of the affected Homes must send the tally of its Home members' individual votes to the regional desk to determine the outcome of the vote on the referendum.

For instance, if your Home has 31 voting members and 25 of those members vote on the referendum, 12 vote for and 13 against it, you would send the following tally to the regional desk: 12 votes in favor, 13 votes against, and 6 abstentions.

- e. Once tallied, the outcome of the referendum must be announced to all participating Homes.**
- f. Home referendums are subject to a vote of confirmation conducted by the regional desk every May and November and can be nullified by a simple majority of the total members 16 and over of all the Homes affected by the referendum. If the matter is financial, it can be nullified by a two-thirds majority of the total members 18 and over of all the Homes affected by the referendum.**

6. PROBATIONARY NOTICE PROCEDURES

Following are the new PN procedures, which replace the temporary PN procedures in GN 1109a (Addendum to GN 1109, "Getting Stronger—Part 2"). There are only minor changes to the procedure. GN 1109a said, "Later in the year, once the coach program has begun, we will revise these procedures to include the coaches." However, after further counsel, prayer and deliberation on the matter, the coaches will not be included in the PN process. They, as well as non-RS RBCs, are free to mention to an RS that they feel a Home should be placed on PN for whatever reasons. However, aside from automatic PNs, the RSs are the only ones who have the authority to place a Home on PN.

Procedure for Placing a Family Discipleship Home on Probationary Notice

- A. A Home will automatically be placed on probationary notice for failure to fulfill the reporting, financial, and Home-size requirements outlined in "World Services Reporting and Mailing Rules," "Financial Rules," and "Home Size Rules." The reporting office will notify the Home that they are on probationary notice, with copies to the regional and shepherding desks.**
- B. A Home can be placed on probationary notice by a regional shepherd using either of the following two methods:**
- 1. A regional shepherd, while visiting a Home, determines that the Home is violating, contravening, or failing to fulfill the "Responsibilities of a Family Discipleship Home" or the current board criteria, or has committed collective infractions in violation of the "Responsibilities of Individual Family Disciples" or the "Fundamental Family Rules."**

A regional shepherd may appoint a designated representative to enact this procedure in their place in accordance with the definition of a designated representative.

- a. The regional shepherd will assemble the Home's voting members and declare their intention to put the Home on probationary notice, specifically stating in which way the Home is in violation of the "Responsibilities of a Family Discipleship Home" or the current board criteria, or has committed collective infractions in violation of the "Responsibilities of Individual Family Disciples" or the "Fundamental Family Rules."**
 - i. If the regional shepherd determines through discussion with the Home members that there are extenuating circumstances or valid reasons why certain responsibilities of the Home are not being fulfilled, the Home will not be placed on probationary notice.**
 - ii. If the regional shepherd determines that there are no circumstances or valid reasons for the Home not to be placed on probationary notice, probationary notice will begin.**
 - iii. The regional shepherd will notify the shepherding desk within ten days, with copies to the Home, specifying the reasons for probationary notice and the date it began.**
 - b. If the Home wishes to appeal the decision, they may write the regional shepherds via the shepherding desk, explaining why they disagree. The regional shepherds will review the matter and the shepherding desk will respond to the Home with the outcome within 14 days of receipt of the Home's letter.**
- 2. If a regional shepherd intends to put a Home on probationary notice through written communication, they must specify to the Home how it is violating, contravening, or failing to fulfill the "Responsibilities of a Family Discipleship Home" or the current board criteria, or has committed collective infractions in violation of the "Responsibilities of Individual Family Disciples" or the "Fundamental Family Rules." The letter must also specify what changes the Home must make and the date that probationary notice will begin.**

- a. **If the Home wishes to appeal the decision, they may write the regional shepherds via the shepherding desk, explaining why they disagree, or any extenuating circumstances or reasons why certain responsibilities of the Family discipleship Home or its individual members are not being fulfilled or are being contravened. The regional shepherds will review the matter, and the shepherding desk will respond to the Home with the outcome within 14 days of receipt of the Home's letter.**
- C. Once placed on probationary notice, the Home has 60 days to make the specified changes.**
1. **Members of the Home temporarily relinquish their "Right of Mobility." They may not join or open another Family discipleship Home during the period of probationary notice, unless the Home was put on probationary notice due to being either undersized or oversized.**
 2. **Once placed on probationary notice, the Home must within 14 days hold a vote of confirmation for the Home shepherds, Home managers, and the criteria monitors in accordance with the "Election Rules."**
- A vote of confirmation must be held if a Home has not heard back from their reporting office, regional desk, or shepherding desk within 14 days of being placed on probationary notice that the matter has been resolved and they are no longer on probationary notice. The purpose of this confirmation vote is to make it possible to call for a new election of either one or all of the bodies of Home shepherds, Home managers, and criteria monitors in the case of the Home being placed on probationary notice.
- While the Home is fully accountable as a whole for being placed on probationary notice, because the members of the Steering Council bear a great deal of responsibility in how the Home is run and in the fulfillment of the Home's responsibilities, and the criteria monitors in monitoring the Home in its fulfillment of the boards' criteria, part of the solution to getting off probationary notice *may* be to make changes in one or more of these elected bodies. On the other hand, the Home may vote to continue with the existing Steering Council.
- D. Once the changes are made, they must be verified within the 60-day period by either of the following two methods:**
1. **The Home is visited by a regional shepherd to determine through observation, investigation, and discussion with the Home members that the changes have been made.**
 2. **Where visitation by a regional shepherd is not warranted, practical, or possible, the Home should write to the shepherding desk, signed by at least a two-thirds majority of the Home's voting members, explaining the changes that have been made.**
- E. If it is determined that the Home has made the specified changes, the shepherding desk must immediately notify the Home, and the Home's reporting office, that the Home is no longer on probationary notice.**
- F. If after the 60 days of probationary notice it is determined by the regional shepherds that the Home has not made the specific changes, the shepherding desk will inform the Home, their coach, the regional desk, and the Home's reporting office in writing of the Home's new classification as a Missionary member Home. If the Home's infractions make it ineligible for Missionary membership, the Home will be classified as a Fellow member Home.**

7. CHANGES TO MEETING RULES

With the introduction of the Home Review, which grades each Home on its performance by each board, there has been a change to the Charter meeting requirements.

The Charter will continue to require four Home meetings each month. However, rather than specifying one outreach meeting, childcare meeting, etc., you will now simply be required to ensure that all six pillars are covered in your meetings over a two-month period. Additionally, you will still need to allocate time each month to discuss Home financial matters.

We pray that this will make things easier for you by allowing you to plan your meetings according to the needs of your Home.

This will remain in play until at least April 2006. Lord willing, sometime after April 2006, the Charter will no longer dictate what matters need to be covered during Home meetings. We plan to keep the four required meetings each month but leave it up to the Home and Home accountability to determine how board matters are fit into your monthly meeting slots.

Required Meetings and Activities

- C. Hold a minimum of four Home Council meetings per month to discuss the needs of the Home and its members.**
- 1. A majority of the Home's voting members must be present at Home Council meetings.**
 - 2. Sufficient time and attention should be allotted to topics related to each of the six board pillars in order to help ensure that the criteria for each is being covered within each two-month period.**

The Home needs to make sure that issues relating to each of the board's criteria is covered sufficiently during their Home meetings. How this is done is up to the Home Council to decide. At times it may be necessary to focus primarily on one or two board pillars, recognizing that there are areas in a board's criteria that require more attention within their Home at the present time than others.

Regardless of how the Home chooses to organize their Home Councils, the Home is accountable to ascertain and prioritize what needs to be covered and then to discuss and pray about those topics during their Home Council meetings.

As well, Home members may at any time bring up matters on any topic (including those relating to a board pillar) for Home Council meetings, to be discussed within 15 days in accordance with the "Rights of the Individual within the Home," D.

- 3. Sufficient time must be allocated during at least one Home meeting per month to discuss Home financial matters, at which time the Home managers must present a detailed report of the state of the Home's finances.**
- 4. Any Home member who does not have Home voting rights, including new disciples, those on Home censure or probationary status, junior teens, or JETTs, may be allowed to attend an appropriate Home meeting as nonvoting members with the agreement of the Steering Council.**
- 5. If a majority of the Home's voting members agree, due to the demands of Christmas outreach, Home Council meetings are not required during the month of December.**