
**AMENDED AND
RESTATED BYLAWS**

OF

ABUNDANT LIFE TRES DIAS

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ARTICLE I - NAME

The official name shall be Abundant Life Tres Dias (also referred to herein as "ALTD" or "Community").

ARTICLE II - AFFILIATION

ALTD is chartered by the International Secretariat of Tres Dias (the "International Secretariat" or "International"), and as such is governed by the Constitution and Bylaws of Tres Dias International and agrees to follow the Essentials of Tres Dias.

ARTICLE III - ACTIVITIES

The purpose of the organization is to strengthen and extend the body of Christ through development of Christian leaders. Primarily, the means to accomplish this is to conduct the three-day Tres Dias experience (the "Weekend") on a regular basis. After the Weekend (the "Fourth Day"), activities will be provided for those who have experienced an ALTD Weekend (the "Pescadores"), or a recognized equivalent (a movement based on Cursillo de Christianidad), to help sustain and further their life in Christ.

ARTICLE IV – STATEMENT OF BELIEF

The Tres Dias Statement of Belief, as adopted by Abundant Life Tres Dias:

1. We believe and profess our faith in one Triune God - The Father, The Son and The Holy Spirit (Matt. 28:19).
2. We believe and profess that Jesus Christ is the only Savior and is God in the flesh (John 1:1, 1:14, 3:36, 14: & Heb. 2:17).
3. We believe and profess that The Holy Spirit is God and is The Lord and Giver of life, who continues to work in believers today to sanctify, edify and empower the whole Christian church on earth - - - for His purpose (Job 33:4, Acts 1:8, John 14:26 & Rom. 8:11).
4. We believe and profess that the Holy Scriptures are the inspired and completely true Word of God (II Tim. 3:16-17).
5. We believe and profess that all have sinned and fallen short of the glory of God; that forgiveness of sins is received through confession and repentance - - and that our sins are washed away through the blood of Jesus Christ (Acts 2:38, I John 1:9 & Rom. 3:23).
6. We believe and profess that salvation is a gift of God's grace received through personal faith in Jesus Christ (Eph. 2:8).
7. We believe and profess that the Body of Christ is to make every effort to keep the unity of the Spirit through the bond of peace until we all reach unity in the faith and in the knowledge of The Son of God (Eph. 4:3, 13).
8. We believe and profess that God's unconditional love, as made manifest to us through Jesus Christ, is the primary witness by which people are renewed, edified and changed (I Cor. 13:8).

9. We believe and profess that God has called us to live holy lives that will bring glory to His name (Col. 3:1-25).

Note: For purposes of standards and principles, Tres Dias ascribes to those stated in the "Authorized King James Version" of the Bible of 1611 (KJV).

ARTICLE V – QUALIFICATIONS FOR LEADERSHIP

Any person serving in a Community Leadership position must be living a life that is not in a state of rebellion against God. A state of rebellion against God can best be described as an unrepentant, open and active participation in or advocacy of activities contrary to the commands (for example, “The TEN COMMANDMENTS”) and guidelines in *Scripture for holy living and Christian leadership. Some examples (although not limited to these areas) are:

1. dependence upon alcohol or illegal drugs;
2. involvement in illegal activities whereby such involvement knowingly violates federal, state or local laws, statutes or ordinances;
3. involvement in lustful, immoral or perverted activities such as, but not limited to, pornography and/or any sexual relationship outside of a lawful marriage between a man and a woman;
4. involvement in the occult or Satanic worship;
5. openly professed allegiance to any non-Christian religion or organization which denies the deity of Jesus Christ.

* NOTE: For purposes of standards and principles, Tres Dias ascribes to those stated in the “Authorized King James Version” of the Bible of 1611 (KJV).

ARTICLE VI – THE SECRETARIAT

- A. Abundant Life Tres Dias shall be represented by, and shall administer all of its affairs through, the Secretariat.
- B. Responsibility and authority for the administration of the policies, aims, and goals, of the Tres Dias community lies with the Secretariat
- C. The Secretariat shall consist of the following members:
 1. Spiritual Director
 2. Lay Director
 3. Secretary
 4. Treasurer
 5. Pre-Weekend Chair
 6. Weekend Chair
 7. Post-weekend Chair
 8. Leaders Chair
 9. Palanca Chair
 10. Communications Chair

11. Reunion Group Coordinator

- D. The term of office for each member is three (3) years, with one-third the membership being selected each year. Those elected to a three-(3) year term shall not be eligible to run for a successive term. The Secretariat offices shall be grouped together for election purposes as follows: Group A includes Leaders Chair, Treasurer, Pre-weekend Chair, and Communications Chair; Group B includes Lay Director, Post-weekend Chair, and Reunion Group Coordinator; Group C includes Secretary, Weekend Chair, Palanca Chair, and Head Spiritual Director. These groups shall have their terms of office staggered so as to allow only one group to come up for election in any given year. Those appointed to fill a vacancy position on the Secretariat shall have the right to run for a successive three (3) year term, if they have filled the vacancy position for eighteen (18) months or less. A person shall be absent from the Secretariat for one (1) year before becoming eligible to serve on the Secretariat again, if he or she has served a three (3) year elected term or filled an appointed vacancy position for over eighteen (18) months.
- E. The Secretariat may appoint temporary members from the Fourth Day community to fill a vacancy.
- F. The Secretariat members shall serve without financial compensation, but may be reimbursed for expenses incurred.
- G. Two (2) unexcused absences from Secretariat meetings by a member may result in a meeting with the Spiritual Director and the Lay Director to discuss their intentions regarding their work on the Secretariat. The Spiritual Director and the Lay Director will also meet with any Secretariat member who is failing to perform their duties- to ascertain their intentions. Upon recommendation by the Spiritual Director and the Lay Director, the Secretariat will, by a two-thirds (2/3) majority vote, remove a non-performing Secretariat member, or a Secretariat member not in compliance with Article VI, paragraph H.
- H. Secretariat members shall come from the Fourth Day community. They should be active in their church, be a member of a Reunion Group, participate in Secuelas, and have team experience. In addition, a person holding a Secretariat office:
1. Must have declared his/her personal relationship with Jesus Christ as Lord and Savior,
 2. Must have read or had explained to him/her, the "Tres Dias Statement of Belief" and declared his/her agreement with it,
 3. Must have read or had explained to him/her, the "Abundant Life Tres Dias By-laws" and the "Essentials of Tres Dias," and declared his/her agreement with such documents and expressed a willingness to abide by them,
 4. Meet the Qualifications for Leadership as per Article V.

- I. The time, place, and frequency of Secretariat meetings shall be determined by the Secretariat. The Secretariat shall meet at least quarterly.
- J. Each member of the Secretariat, except the Spiritual Director, shall have one vote (couples holding one position will share one vote) with the Lay Director voting only in case of ties. A quorum, for voting purposes shall consist of two-thirds of the Secretariat voting members. The Secretariat may conduct any regular business if at least 50% of its total voting membership is present at any pre-scheduled meeting of which the date and location was announced to and approved by the voting membership ninety days or more in advance, and written notice of the meeting was given to officers and members at least fifteen days in advance, then the officers and members of Secretariat present at such meeting shall be authorized to conduct any necessary business which they, in their sole discretion, believe is import to conduct considering the ongoing best interests and well-being of the organization.
- K. Normal and Routine Business, which includes normal and routine expenses for conducting weekends and up to \$100.00 for non-budgeted and unusual expenses, will be decided by a simple majority of voting members in attendance at any meeting.
- L. Change of Policy Decisions - All voting members of Secretariat will be notified by mail within 20 days after a meeting where a policy decision has been moved and seconded. Having been notified of the next meeting and content of the issue, 50% of voting members in attendance at the next meeting of Secretariat and the issue will be decided by a two-thirds vote of the voting members present.
- M. By Laws Changes - All voting members of the Secretariat will be given 20 days written notice by mail after a By Law change has been moved and seconded. The By Laws change will be brought up at the next meeting of Secretariat and the issue will be decided by a two thirds vote of the voting members present.
- N. The meetings of the Secretariat shall be open to all members of the Community.
- O. The following Secretariat positions may be filled by a couple or by an individual:
(couples will share one vote)
 - Pre-weekend Chair
 - Weekend Chair
 - Post-weekend Chair
 - Leaders Chair
 - Palanca Chair
 - Communications Chair
 - Reunion Group Coordinator

- P. The annual meeting of Abundant Life Tres Dias shall be held in conjunction with the Secuela most closely preceding July 1. Election of Secretariat members shall occur at that meeting. Other business may include committee reports, financial reports, and reports of the Lay Director and the Spiritual Director.
- Q. No less than ninety days prior to the annual meeting, the Lay Director shall appoint a nominating committee, whose purpose shall be to nominate members for vacancies on the Secretariat. Nominations from the floor may be made at the annual meeting.

ARTICLE VII - JOB DESCRIPTIONS

A. COMMUNITY SPIRITUAL DIRECTOR

1. Shall be an ordained or licensed minister.
2. Shall be the primary adviser and course of counsel and inspiration for the Community regarding spiritual direction.
3. Shall be appointed by the Secretariat for a three (3) year term.
4. Acts as a resource person for the Secretariat in all spiritual and theological matters and their application to the Tres Dias movement.
5. Must have experienced a Cursillo-method weekend and have served as a weekend Spiritual Director.
6. Should attend all Secretariat meetings and Secuelas.
7. Shall assist in selection of team and weekend Spiritual Directors.
8. Shall promote Tres Dias in the community.
9. With the Lay Director, meets with a member of Secretariat who has unexcused absences from meetings or has failed to carry out duties, or is in violation of Article VI., paragraph H.
10. Shall counsel with pastors who are to be candidates on a Tres Dias weekend.
11. Counsels with the weekend Spiritual Directors and provides supporting resource materials for their Grace talks and meditations.
12. Ensures that the Grace talks and meditations follow the approved outlines, and are presented properly.
13. Is a non-voting member of the Secretariat.

B. LAY DIRECTOR

The Lay Director is the Chief Executive officer of the Secretariat and will represent the Secretariat when dealing with other organizations or bodies. Duties include the following:

1. Calls and conducts meetings and retreats of the Secretariat.
2. Prepares meeting agendas.
3. Forms and dissolves special committees and appoints their chairs with the approval of the Secretariat.
4. Coordinates the work of the members and of the committees of the Secretariat.
5. Assures Secretariat compliance with written procedures and policies.

6. Appoints nominating committee, who with approval of the Secretariat, selects candidates to fill positions on the Secretariat.
7. Has been a Rector/Rectora before serving as Lay Director, and should have extensive knowledge of weekend dynamics, purpose, and Essentials of Tres Dias.
8. The Lay Director shall cast votes only in the case of tie votes of the Secretariat.

C. SECRETARY

The duties of the Secretary include:

1. Keeping accurate and official records of Secretariat meetings, and distribute copies at regularly scheduled meetings.
2. Distributing minutes of Secretariat meetings to all members of the Secretariat.
3. Informing Secretariat members of the meeting schedule.
4. Processing all official Secretariat correspondence and keeping appropriate files for the Secretariat.
5. Performing other secretarial duties as directed by the Secretariat.
6. Maintaining the original copy of Bylaws and Policies and Procedures, preferably backed up on disk.
7. Shall see that a copy of the Essentials Of Tres Dias, a current copy of the Community Bylaws and Policies and Procedures are at each meeting of the Secretariat.

D. TREASURER

The duties of the Treasurer chair include:

1. The treasurer shall have charge of all receipts and moneys of the Secretariat, deposit them and disburse funds as authorized by the Secretariat.
2. Keep regular accounts of receipts and disbursements, submit the record when requested, and give an itemized statement at regular meetings of the Secretariat.
3. Sign checks and withdrawal slips on behalf of the Secretariat upon any and all of its bank accounts.
4. Performs such duties as may from time to time be assigned by the Lay Director of the Secretariat.
5. Files all necessary forms required by state and local government for financial reporting.

E. PRE-WEEKEND CHAIR

1. Shall be responsible for organizing and presenting regular informational updates for Secretariat.
2. Receiving and processing all applications of weekend candidates.
3. Provides for scheduling of Tres Dias weekend site and date selection.
4. Update and distribute candidate applications.
5. Provide all pre-weekend correspondence for candidates and sponsors.
6. Correspondence with Rector/Rectora & Head Cha.

7. Provide updated candidate lists for community and be responsible for name buttons.
8. Coordinate send-off activities and dedication of crosses. Works with Head Chapel Cha for the weekend for dedication of crosses and transporting of crosses to the center.

F. WEEKEND CHAIR

The Weekend Chair is responsible for all the logistics leading up to and during the three-day weekend. Included in those responsibilities are:

1. Transportation: where applicable, shall arrange candidate transportation via bus from send-off site to weekend site and return.
2. Set-up and clean-up: Arrangements shall be made for recruiting and appointing chairperson of set-up and teardown crews.
3. Shall provide Candidate Packet information.
4. Arrange the taking and developing of group photographs.
5. Tres Dias supplies: All Rollo room, chapel, palanca, dorm, kitchen, etc. supplies necessary for conducting a Tres Dias weekend be purchased, procured, inventoried, secured, and be made available to those authorized to use such supplies by this chair and/or his representatives.
6. Make regular reports to Secretariat with regard to above.

G. POST-WEEKEND CHAIR

The major responsibility of the Post-weekend Chair is the facilitation of Fourth Day activities of the Abundant Life Tres Dias Community. This responsibility encompasses organizing post-weekend activities and maintaining communication and records of post-weekend activities throughout the churches of the Abundant Life Tres Dias Community. Specifically, the Post-weekend Chair is responsible for:

1. Organizing Secuelas throughout the year.
2. Inform Secretariat and Community of upcoming Secuelas and events occurring at Secuelas.
3. Oversee and coordinate each Clausura as follows:

H. LEADERS CHAIR

The Leaders Chair is a key Secretariat position. Qualifications include:

1. The Leaders Chair should have extensive team experience, should be a past Rector/Rectora or Head Cha and he/she should be very familiar with the Essentials of Tres Dias.
2. He/she should be very familiar with and understand the dynamics of the weekend.
3. He/she should work closely with the Lay Director in all matters.
4. Leaders Chair is the chairperson of the Rector/Rectora Selection Committee.
5. Provide Rector/Rectora with Rector Guidelines, team selection guidelines, Secretariat policies, dates of weekends, and locations of send-offs and Clausuras.

6. Leaders Chair will secure locations for team meetings.
7. Chair will work with Rector/Rectora in selecting dates of team meetings and secure all locations for team meetings.
8. Provide the Rector/Rectora and their Head Chas with team application forms of those who responded to serve on team.
9. The Rector/Rectora and their respective Head Cha will work with a committee of the Secretariat to do team selection. The Leaders Chair, Lay Director, Secretariat Spiritual Director, and at least two other Secretariat members appointed by Lay Director and approved by Secretariat are members of this committee.
10. Leaders Chair is responsible for ALL team manuals. After each weekend, each Men's Head Cha and Women's Head Cha will return team manuals to Leaders Chair. Leaders Chair will update and make necessary changes to the team manuals as needed.
11. Leaders Chair is a resource person for the Rector/Rectora.
12. Organization of the Tres Dias School and Essentials Training.
13. Leader's Chair is responsible for overseeing any Rector/Rectora Training and for maintaining a current list of pre-approved Spiritual directors to serve on ALTD weekends.
14. Keeps official roster of ALTD Community.
15. Presides over Secretariat meetings during absence of Lay Director.

I. PALANCA CHAIR

The Palanca Chair has the following responsibilities within the Tres Dias Community:

1. Make sure the weekend dates are posted on the tresdias.org website.
2. Respond to requests for palanca from other Fourth Day movements.
3. Send requests for palanca for our Tres Dias weekends.
4. Keep all palanca received prior to the weekend and get them to the Head Palanca Chas at the beginning of the weekend.
5. Organize the 72-hour prayer list for the Tres Dias weekends. Circulate the prayer charts at each team meeting as well as at the Secuela prior to the weekends.
6. Maintain the actual Prayer Scroll for the weekend, passing it on to the Head Chapel Cha at the beginning of the weekend.
7. Try to keep current with any deaths within the community and send sympathy cards from "your brothers and sisters of Tres Dias." Also communicate any deaths to the Communications Chair.
8. Maintain a list of all communities that have asked for palanca support and print it in the newsletter at least once per year.
9. Maintain on-going communication with the Fourth Day community about various prayer palanca opportunities. Make the community aware of all activities to be supported by prayer, such as: team meetings, Secuelas, Leader's Schools, Rector/Rectora selection, team selection, and Secretariat meetings, etc. The Palanca Chair should on occasion remind the community of the nature of palanca and what constitutes authentic palanca.

J. COMMUNICATIONS CHAIR

The duties of the Communications Chair include:

1. Development, publishing, and distribution of a community newsletter, for the purpose of reporting events, such as Secuelas, information concerning upcoming weekends, and the opportunities to serve.
2. Works with the Leaders Chair to maintain current up-to-date ALTD mailing list, which is our active Fourth Day Community. Review periodically, and revise with corrections, and request assistance in maintaining the accuracy of our information. This list may include others who have attended as participants of Cursillo, Walk to Emmaus, and Via de Cristo, as well as Tres Dias members.
3. Develop an e-mail network for the distribution of information, to serve with the newsletter as well as prayer chain information. Work with Palanca Chair for the prayer chain information, and combining our community's needs in a healthy prayer network which can respond to the prayer needs of ALTD.
4. Assist the Secretariat in providing a directory of the active community, and provide this as requested in a manner that guards confidentiality. The list shall not be sold, used for material gain, or contacting others for political or non-sanctioned solicitations.
5. Maintain contact with other regional Secretariats and the International Tres Dias Secretariat. Include them in the mailing list for purpose of notifications and for requesting prayer support.
6. Maintain a copy of each newsletter for archive purposes.
7. Ability to spell, type, edit, and layout copy is helpful, or to have the ability to recruit resources to provide these supportive services; computer access is important for data.
8. Provide the Secretariat with active support of the community. Included as part of the support, the willingness to be flexible, yet systematic in the manner of reporting deadlines, and following in a timely fashion the mailings, and notices of Secretariat business. Mailings should reflect the vision, the events and the business decisions of the community; their goal is to promote Christ-centered involvement and to encourage growth and service.

K. REUNION GROUP COORDINATOR

The Coordinator will function as a shepherd for the reunion groups, encouraging and equipping them in their task of being ongoing vehicles of mutual support, accountability, and spiritual formation and renewal in Christ. The Coordinators' duties are as follows:

1. Supply Palanca Cha with Reunion Group information for the weekend packet.
2. Works with the Pre-weekend Chair to be sure sponsors know it is their responsibility to lead their candidate(s) to a Reunion Group if not currently in one.
3. Follow-up with sponsors to help ensure their candidate finds a comfortable reunion group.
4. Request each Reunion group to designate a contact person. Maintain an accurate list of contact persons to ensure our community's reunion list can be updated periodically.

5. Offer support and guidance to reunion groups, in order to maintain and build the quality of their life together.
6. Brings needs/questions/problems regarding reunion groups to the Secretariat.
7. Work with the pastors in the movement to suggest study resources for individuals and/or whole reunion groups (i.e. some groups might want to read a book together, etc.), and ideas for learning to pray together.
8. Help shepherd Community members into reunion groups when and wherever possible.

L. NATIONAL TRES DIAS DELEGATE(S)

The ALTD Secretariat may select from one, up to the total number of delegates authorized by the International secretariat, to attend the Tres Dias Annual Assembly of Secretariats. Delegates fill the position for one calendar year, from the beginning of the Annual Assembly to day before the next Assembly.

The delegate(s) must be able to attend the Annual Assembly and therefore must know where and when it is to be held. The delegate(s) will report back to the Secretariat and meeting following the Assembly. The report may include any proposals for the Secretariat based upon the Assembly. A delegate may be recipient of additional communications from the Tres Dias International Secretariat that need to be passed on to the ALTD Secretariat throughout the year.

ARTICLE VIII – PURPOSE

ALTD is organized exclusively for charitable, religious and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

No part of the net earnings of ALTD shall inure to the benefit or, or be distributable to its members, trustees, officers or other private persons, except that ALTD shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes forth in this Article III.

No substantial part of the activities of ALTD shall be the carrying on of propaganda or otherwise attempting to influence legislation, and ALTD itself shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these Articles of Incorporation, the Corporation shall not carry on any other purposes not permitted to be carried on by (i) an organization 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 (ii) an organization to which contributions are

deductible under Section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

ARTICLE IX - DISSOLUTION

Upon the dissolution of ALTD, assets shall 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 shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of ALTD is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.