

**Secretariat Membership**  
**As set forth in the Tres Dias Guidelines**

1. *Eighteen (18)* elected lay persons; married couples may serve as one member and have one vote.
2. Three (3) elected clergy persons; clergy and their spouse may serve as one member and have one vote.
3. No married couple shall have more than one vote.

**Qualifications**

- I. Shall have attended a Tres Dias or other recognized weekend
2. Be active in their home church, and accept the Statement of Belief set forth by International Tres Dias.
3. Shall make the commitment to attend all Secretariat meetings to the best of their abilities.
4. Clergy members shall have appropriate standing in their denominations throughout their term of office.
5. The chairperson of the clergy shall be ordained whenever possible.
6. Shall serve on a committee of their choice

**Attendance**

If a member misses two (2) consecutive meetings of the Secretariat, the president shall direct the secretary to contact that member as to their intent to serve, this is to curb unnecessary absenteeism. If the Secretariat determines there is a lack of a valid excuse for the absenteeism, the nominating committee shall be asked to nominate a someone else to fill that position.

**Term of Membership**

The full term shall be three (3) years. An individual may be elected no more than two (2) consecutive terms, a maximum of six (6) years.

**Secretariat Meetings**

There shall be four (4) meetings per year, quarterly, with additional meetings if deemed necessary. Plus annual meeting held in Sept for elections.