

THE GIDEONS INTERNATIONAL

GUIDE BOOK

2019-2020 Policies & Procedures



The Gideons
International



The Gideons
International

The Gideons International
P.O. Box 140800
Nashville, TN 37214-0800
www.gideons.org

All Scripture quoted herein is the English Standard Version (ESV) unless otherwise noted.

INTRODUCTION

It has been said that the genius of The Gideons International is that it is a simple, disciplined, well-defined ministry. This is truly a membership-driven ministry. The approximately 162,000 Gideons located in some 200 countries, territories, and possessions of the world, are united in carrying out the same program using the same methods to accomplish the single objective of winning others for Christ.

The ministry of The Gideons International does not happen by accident. There must be specific policies and procedures, and these must be carefully understood and followed. Otherwise, in an interdenominational, worldwide association as large as The Gideons International, members at every level—camp, national, and international—would be conducting their own programs in their own ways with little uniformity, resulting in a chaotic approach to ministry. Without a precise guide to give uniform direction, the

“Let all things be done decently and in order.”

I Corinthians 14:40

membership would succumb to the same temptation which confronted the Israelites so long ago to do what is right in their own eyes.

This Guide Book is designed to meet that need. The policies and procedures it sets forth have been approved by the International Cabinet under its management function as set forth in Article 4 of the Constitution of The Gideons International. These policies and procedures have been carefully and prayerfully established through years of experience. With a growing worldwide ministry, it is imperative that all officers, as well as individual members, be well-acquainted with the contents of this Guide Book, management manuals and program manuals. The effectiveness of The Gideons International is directly related to a knowledge of and adherence to these policies and procedures. This will ensure maximum efficiency with a minimum expenditure of time, energy, and funds. Details of programs are described in each of the program manuals instead of this Guide Book.

“In those days there was no king in Israel but every man did that which was right in his own eyes.”

Judges 17:6

“Run with endurance the race that is set before us.”

Hebrews 12:1

In every undertaking within the Association, all glory is unto the Lord, who blesses our work to accomplish our singular objective.

The integrity of The Gideons International, by the grace of God, has been above reproach since its inception. As a membership-driven ministry consisting of men from many denominations, cultures, and backgrounds, it is incumbent on us all to diligently maintain that standard. As a part of the church, we must always guard our reputation with Christian character, always careful to give all glory and honor to our Lord Jesus Christ who alone is worthy of our praise.

CONTENTS

OVERVIEW & HISTORY	1
Foundational Core Values of the Association	1
History.....	3
THE CONSTITUTION OF THE GIDEONS INTERNATIONAL	11
THE BYLAWS OF THE GIDEONS INTERNATIONAL	13
ORGANIZATION AND GOVERNANCE	41
The International Cabinet	41
USA State Associations.....	48
National Associations	52
The Camp	58
INTERNATIONAL OUTREACH MINISTRY	75
Organization of New Countries and Camps	75
International Outreach Countries	85
Funding for the International Outreach Ministry	89
Languages.....	90
Operating Principles and Policies	94
THE AUXILIARY OF THE GIDEONS INTERNATIONAL	103
THE LIFE BOOK	109
GIDEON MEMBERSHIP	111
Qualifications for Membership	111
Properly Submitting the Application.....	115
Membership Dues	117
Change in Occupational Status or Spiritual Beliefs.....	117
Membership Discipline	119

KEY POLICIES OF THE GIDEONS INTERNATIONAL	129
Scripture Versions Policy	129
Scripture Distribution Affiliation Policy	129
Non-Qualified Churches	130
Safekeeping of Records and Finances	130
The Approved Gideon Emblem	131
Use of Gideon Name and Emblem	132
Meaning of the Emblem	132
Electronic Communications	133
Business Use of Gideon Information	136
Publicity	136
Topics of Discussion	137
Social, Political, and Other Causes	138
Policy on Human Sexuality	138
Gideons Traveling Abroad	138
Bequests, Trusts, and Other Special Gifts	139
Approved Methods for Securing Funds	139
Use of Published Music	140
Policy on Attire	140
Presentation of Awards	144
Separate Meetings at International Convention	144
Parliamentary Procedure	144
Policies Related to Conducting Specific Programs	144
 FRIENDS OF GIDEONS	 147
 FINANCE	 149
Financial Management	149
Legal and Tax Exempt Status – USA	149
Fiscal Year	151
Allocation of Contributions	151
Scripture Fund Transfers	155

The Administrative Fund	155
Special and Planned Gifts.....	156
INTERNATIONAL HEADQUARTERS	161
History and Function.....	161
Organization and Management.....	162
The Gideons International Websites and Apps	165
Ordering Scriptures and Merchandise	168
INTERNATIONAL PROGRAMS	173
Appendix of Program Manuals	173
Membership	174
Church Ministry.....	176
The GideonCard Bible Program.....	179
Scripture Distribution.....	180
Faith Fund	183
Prayer & Personal Witnessing	185
FREQUENTLY ASKED QUESTIONS	187
PROGRAM-SPECIFIC QUESTIONS	207
INDEX	235

OVERVIEW & HISTORY

Scripture records that Gideon was a man who, in spite of his own uncertainty, was willing to do exactly what God wanted him to do without regard to his own judgment as to the plans or results. Humility and faith were great elements of his ultimate character. This is the standard that Gideons pursue today as each man stands in his place, spreading God's Word and reaching others for Christ.

FOUNDATIONAL CORE VALUES OF THE ASSOCIATION

The following attributes, or core values, are essential to the identity of the Association and, therefore, must be subscribed by every member. It is critical to understand how these core values are supported by the organizational structure of the camp and how each aspect of the camp impacts the ministry as a whole.

1. An uncompromised belief that the Bible is the inspired, infallible, and inerrant Word of God.
2. An intentional focus on the objective of winning others to the Lord Jesus Christ, through:
 - a. the association of Christian business and professional men for service;
 - b. personal testimony and personal work by individual Gideons;
 - c. placing the Bible—God's Holy Word—or portions thereof, in hotels, hospitals, schools, institutions, and also through distribution of same for personal use.
3. A membership consisting of business and professional men.
4. An integral part of the Association known as the Auxiliary which is comprised of the member wives of Gideons who meet the same spiritual qualifications. The purpose of the Auxiliary is to assist the Gideons in their single objective through prayer, personal testimony, personal work, association for service, and placing and distributing the Bible—God's Holy Word—or portions thereof in approved venues.
5. An ongoing emphasis on the importance of fulfilling the seven spiritual objectives.

6. Funding for the mission of the Association is secured through personal contributions and bequests, church offerings, and through the GideonCard Bible Program.
7. Recognition of an intentional relationship with evangelical and protestant churches as a prayer base, a source of members, and financial support.
8. A simple, disciplined, well-defined ministry that is carried out exclusively by the membership of the Association under the authority and direction of the International Cabinet.

*“So shall My word be
that goeth forth out of my
mouth; it shall not return
unto me void, but it shall
accomplish that which I
please, and it shall prosper
in the thing where unto I
sent it.”*

Isaiah 55:11 (KJV)

HISTORY

The history of The Gideons International illuminates its character, faith, courage, and vision. It gives us something to celebrate, as well as a standard by which to live and look to the future. History illustrates faith in action and God's blessing as His Word is carried to the uttermost parts of the earth.

It has long been said that The Gideons International is a missionary arm of the church; yet, that is an understatement. In fact, Gideons are an integral part of the church. By their common confession, Gideons are members in good standing of evangelical, protestant bodies of believers with a stated, heartfelt purpose of reaching lost souls for Christ, not unlike the church itself. Gideons take the Word of God to places that individual churches and denominations may not be able to go, and thus carry the Gospel to the far reaches of the earth. Gideons work on the cutting edge of evangelism where, thousands of times every day, someone will have their first encounter with the living God through contact with His Word. Untold thousands of salvation testimonies document the truth of Isaiah 55:11.

Gideons are disciplined in their approach so that they do not duplicate or interfere with programs of individual churches or other Christian organizations, but complement the work of others and therefore maximize evangelistic efforts.

Gideons, both individually and corporately, highly value relationships with pastors, church staff, missionaries, evangelists, and others who are also engaged in reaching others. That philosophy emanates from the very early days of the Gideon outreach. In the fall of 1908, at a meeting of the Ministerial Association of Cedar Rapids, Iowa, a pastor, Dr. E. R. Burkhalter, made the motion that the churches of Cedar Rapids provide the funds that would allow Gideons to place a copy of God's Word in all the guest rooms of every hotel in the city. The freewill offering from God's people in local churches has always been a mainstay of our ability to take God's Word to a lost world.

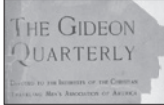
HISTORY OF THE GIDEONS INTERNATIONAL

1898. John H. Nicholson and Samuel E. Hill pray over the vision of what would later be The Gideons International.



1899. Nicholson, Hill and William J. Knights determine, "We shall be called Gideons."

1900. First USA camp organized. *The Gideon Quarterly*, forerunner of *The Gideon* magazine, first published.



1901. First Gideon constitution and bylaws adopted. Auxiliary members recognized as integral component without formal organization.

1903. First headquarters established in the Dexter Building, 84 Adams St., Chicago, Illinois

1908. Bible placements begins with first 25 Bibles placed in the Superior (Montana) Hotel.



1911. Gideon ministry officially organized in Canada as the first national association outside the USA.

1916. Gideons begin placing Bibles in hospitals, as well as hotels.

1925. First Auxiliary officers elected, and work begins on first constitution, which is adopted three years later.



1934. Auxiliary begin placement in "women's homes," hospitals, and YWCAs.

1941. Distributions to individuals begin with Service Testaments to both military personnel and nurses.



1944. Construction begins on a wholly owned headquarters building in Chicago, Illinois, which would serve as the headquarters for 17 years.

1946. Gideons begin distributing New Testaments to students in the fifth through twelfth grades.

1949. The first Gideon camp in Japan is requested by General Douglas MacArthur and opened a year later.



1950. The Gideons is organized in South Africa, the first on the African continent.

1957. Mass distribution of the New Testament to inmates in jails and prisons begins.



1962. The International Cabinet votes to relocate the ministry's headquarters to Lebanon Road in Nashville, Tennessee.

1966. The Memorial Bible Program, now known as the GideonCard Bible Program, is initiated in the USA following usage in Canada since 1947.

1972. Gideons accept a new challenge in Scripture distribution to college students.



1978. First Extension Action Program, now known as International Scripture Blitz, is held in Mexico.

1980. The Gideons International is now organized in 124 countries. During the next decade, an additional 19 countries would be opened for a total of 143.

1989. First countries of the former USSR and Eastern European Bloc are opened to the Gideon ministry.



2001. President Bush presented with a Scripture commemorating the 1 billionth Gideon Scripture ordered.

2003. International Headquarters relocated to 50 Century Blvd., Nashville, Tennessee.

2008. 100th Anniversary of Gideon Scripture distribution.

2010. The 1.6 billionth Gideon Scripture is distributed.

2015. The 2 billionth Gideon Scripture is distributed.

A SPIRITUAL FOUNDATION

It is imperative that all Gideons maintain a strong spiritual foundation, as salvation is not the work of man but the Spirit of God. The following spiritual objectives guide our vision and undergird our work.

MEN OF THE BOOK

Gideons hold fast to the truth of the Bible as the inspired, infallible, inerrant Word of God. The same is an unqualified requirement for membership. In the absence of this fundamental belief, there would be no reason to consider the power of God's Word in the lives of those who receive it.

Romans 1:16 "For I am not ashamed of the gospel, for it is the power of God for salvation to everyone who believes, to the Jew first and also to the Greek."

I Timothy 4:13 "Until I come, devote yourself to the public reading of Scripture, to exhortation, to teaching."

II Timothy 2:15 "Do your best to present yourself to God as one approved, a worker who has no need to be ashamed, rightly handling the word of truth."

MEN OF FAITH

Faith is the foundation of the Christian confession. Gideons are men of strong faith. Volumes have been written on the subject; however, perhaps none better than the following:

Hebrews 11:1 "Now faith is the assurance of things hoped for, the conviction of things not seen."

Hebrews 11:6 "And without faith it is impossible to please him, for whoever would draw near to God must believe that he exists and that he rewards those who seek him."

Ephesians 2:8 "For by grace you have been saved through faith. And this is not your own doing; it is the gift of God."

MEN OF PRAYER

Prayers of Gideons worldwide undergird open doors for the placement of Scriptures in locations that only God could open. Fervent, effective prayer

(James 5:16) is the bedrock of the ministry of The Gideons International, keeping Godly watch care over those who are traveling worldwide, providing Scriptures in special circumstances that only God could know, and opening the doors to new countries where so many thousands have never had free access to the Word of God.

Ephesians 6:18 “Praying at all times in the Spirit, with all prayer and supplication. To that end keep alert with all perseverance, making supplication for all the saints.”

Philippians 4:6 “Do not be anxious about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God.”

In addition to their personal devotions, Gideons gather together for prayer specifically for the Association. The international, national, and/or state association and camp prayer calendars are excellent tools for focused prayer. Gideons have a long history of kneeling to pray when possible, although it is recognized that one's posture has nothing to do with prayer itself.

Daily Hour of Power – Between 7:00 and 8:00 a.m., Gideons worldwide spend a moment in prayer for God's blessing on Scripture distributions and other activities of The Gideons for that day. It can be said that the sun never sets on The Gideons. Some can spend the whole hour in prayer while others can allow only a couple of minutes; however, regardless of the amount of time spent, the fervency of the Hour of Power is critical to reaching others with the Gospel.

Weekly Prayer Meeting – Every camp around the world is encouraged to hold a 30-minute weekly prayer meeting when members can come together in corporate prayer for the needs of the ministry. Many camps hold a breakfast fellowship in conjunction with the prayer meeting.

Monthly Camp and Cabinet Meetings – Gideon activities and meetings always begin and end with prayer.

International Day of Prayer – The second Saturday of June is designated annually as the International Day of Prayer worldwide for the ministry of The Gideons International. The extended program and agenda are drafted by the international chaplain and promoted through official Gideon publications. This is a wonderful opportunity to join with our Christian brothers and sisters around the world to express thanksgiving to God for the fiscal year just ended and implore His continued blessings on the activities and goals of the future.

Online Prayer Needs – From time to time, urgent prayer needs are brought to the attention of the membership by the international chaplain using email. Members are asked to pray urgently and fervently for these unusual needs.

MEN OF SEPARATED WALK

A person's worldview is the lens through which he interprets his environment—the world, the universe, and every principle of what is right or wrong. As Gideons hold to the principle of verbal, plenary inspiration of Scripture, they would be said to hold a Biblical worldview. All those who hold a Biblical worldview would be Christians; however, all who claim Christianity do not necessarily hold a Biblical worldview. Thus, Gideons would consider themselves to be men of a separated walk.

II Corinthians 6:14-18 “Do not be unequally yoked with unbelievers. For what partnership has righteousness with lawlessness? Or what fellowship has light with darkness? What accord has Christ with Belial? Or what portion does a believer share with an unbeliever? What agreement has the temple of God with idols? For we are the temple of the living God; as God said, ‘I will make my dwelling among them and walk among them, and I will be their God, and they shall be my people. Therefore go out from their midst, and be separate from them, says the Lord, and touch no unclean thing; then I will welcome you, and I will be a father to you, and you shall be sons and daughters to me, says the Lord Almighty.’”

Romans 16:17-18 “I appeal to you, brothers, to watch out for those who cause divisions and create obstacles contrary to the doctrine that you have been taught; avoid them. For such persons do not serve our Lord Christ, but their own appetites, and by smooth talk and flattery they deceive the hearts of the naive.”

Ephesians 5:15 “Look carefully then how you walk, not as unwise but as wise.”

MEN OF COMPASSIONATE HEART

Gideons have a burden for those who do not know the Lord Jesus Christ as their Savior. From the rich to the poor, from the oppressed to the free; regardless of race or place or culture or language, Gideons demonstrate their burden for the lost and the love of Christ to all they encounter.

Matthew 25:40 “And the King will answer them, ‘Truly, I say to you, as you did it to one of the least of these my brothers, you did it to me.’”

Matthew 9:36 “When he saw the crowds, he had compassion for them, because they were harassed and helpless, like sheep without a shepherd.”

Psalms 86:15 “But you, O Lord, are a God merciful and gracious, slow to anger and abounding in steadfast love and faithfulness.”

1 Peter 3:8 “Finally, all of you, have unity of mind, sympathy, brotherly love, a tender heart, and a humble mind.”

MEN WHO WITNESS

The Constitution of The Gideons International states in Article 2—Object; “The object of The Gideons is to win others for the Lord Jesus Christ, through: (a) the association of Christian business and professional men for service; (b) personal testimony and personal work by individual Gideons; and (c) placing the Bible – God’s Holy Word – or portions thereof, in hotels, hospitals, schools, institutions, and also through the distribution of same for personal use.” Thus, being men who witness is a built-in characteristic of Gideons.

The Gideons International was founded as an association of Christian commercial traveling men who would boldly share their faith. Even though today many recognize us for our distribution of Scriptures, we must remain strong in telling people about Jesus. This has been and will continue to be a foundational value of The Gideons International. For more on personal witnessing and the use of Personal Workers Testaments, see Item 115, *Scripture Distribution Program Manual*.

The Christian’s responsibility is a very serious one. Between God and a perishing world stand the Book and the believer. It is our responsibility to engage in personal evangelism and to support the church in organized evangelistic efforts.

Counsel those to whom you witness in the Christian walk. When you are dealing with local individuals, stay in touch with them until you have them rooted in faith. When dealing with others, refer them to a Bible-centered church in their community.

The Gideons International offers a number of tools to assist members in their personal witnessing, as follows:

- Personal Workers Testaments with the “helps” section in the front and plan of salvation in the back, KJV (Item 4080) or ESV (Item 4380). Personal Workers Testaments are presented to individuals during the course of a Gideon’s personal witness.
- *Share Jesus Without Fear* (Item 415) is a book by Bill Fay, edited especially for The Gideons, that provides useful and time-tested methods for sharing our faith. It is especially helpful as a complement to using Personal Workers Testaments.
- *Secret to an Open Door* (Item 418) by David A. Morel ignites a passion for the lost and emphasizes the work of the Holy Spirit in the witnessing process.
- Bible App Cards (Items 402 and 403)
- Tracts (Items 405-408)
- Scripture Memory Course (Item 404)
- The Personal Witnessing Tool Kit (Items 4002, 4003, 6002, and 6003) contains 52 Personal Workers Testaments, a witnessing journal, tracts, and the above books.

INSTRUCTIONS FOR TRACT DISTRIBUTION

1. Tracts should be given or sent as a positive, loving witness:
 - In sidewalk distributions to those who willingly take it
 - With a generous tip for servers in restaurants
 - As an enclosure to letters
 - To business associates/clients
 - In a display in your office or business
2. Tracts should never be used indiscreetly, thereby creating a negative witness and hurting the Association or dishonoring our Lord:
 - Never leave tracts in public places where they appear as litter (restrooms, counters, etc.)
 - Never place them on or in private property without permission (newspaper racks, merchandise displays, counters, etc.)
 - Never leave discarded tracts on the sidewalks or the grounds after a distribution (clean up the area before leaving).
 - Never distribute tracts in churches.

Acts 1:8 “But you will receive power when the Holy Spirit has come upon you, and you will be my witnesses in Jerusalem and in all Judea and Samaria, and to the end of the earth.”

Proverbs 11:30 “The fruit of the righteous is a tree of life, and whoever captures souls is wise.”

II Corinthians 4:13 “Since we have the same spirit of faith according to what has been written, ‘I believed, and so I spoke,’ we also believe, and so we also speak.”

MEN WHO GIVE

Gideons give willingly of their time, energy, and resources continually to see the purpose of our ministry fulfilled. The love of God’s Word and the passion to see it spread into all the world drives each member to unusual service in the cause of Christ. All men are not called to the same activity within the Association; however, there is an expectation that all will participate in the activities of their camp.

II Corinthians 8:5, 8, 24 “and this, not as we expected, but they gave themselves first to the Lord and then by the will of God to us.”

“I say this not as a command, but to prove by the earnestness of others that your love also is genuine.”

“So give proof before the churches of your love and of our boasting about you to these men.”

I Chronicles 29:11-14 “Yours, O LORD, is the greatness and the power and the glory and the victory and the majesty, for all that is in the heavens and in the earth is yours. Yours is the kingdom, O LORD, and you are exalted as head above all. Both riches and honor come from you, and you rule over all. In your hand are power and might, and in your hand it is to make great and to give strength to all. And now we thank you, our God, and praise your glorious name. But who am I, and what is my people, that we should be able thus to offer willingly? For all things come from you, and of your own have we given you.”

II Corinthians 9:7 “Each one must give as he has decided in his heart, not reluctantly or under compulsion, for God loves a cheerful giver.”

All have heard it said that a chain is only as strong as its weakest link; likewise, as this is a spiritual association, it can only be as strong as the spiritual strength of its individual members. It is therefore prudent for each member to make the Seven Spiritual Objectives personal standards for involvement.

THE CONSTITUTION OF THE GIDEONS INTERNATIONAL

ARTICLE 1 – NAME

The name of this association shall be The Gideons International.

ARTICLE 2 – OBJECT

The object of The Gideons is to win others for the Lord Jesus Christ, through:

- (a) the association of Christian business and professional men for service;
- (b) personal testimony and personal work by individual Gideons;
- (c) placing the Bible – God’s Holy Word – or portions thereof, in hotels, hospitals, schools, institutions, and also through distribution of same for personal use.

ARTICLE 3 – MEMBERSHIP

The membership shall consist of business and professional men, except clergymen, who believe in the Bible as the inspired, (i.e., infallible & inerrant) Word of God, believe in the Lord Jesus Christ as the eternal Son of God, have received Him as their personal Savior, endeavor to follow Him in their daily life, and who are members in good standing of an evangelical or protestant church, congregation, or assembly.

ARTICLE 4 – MANAGEMENT

The management of The Gideons International shall be vested in a governing body to be known as the International Cabinet, which shall consist of president, vice president, treasurer, chaplain, trustees from the United States of America and trustees from among qualified national associations.

ARTICLE 5 – AMENDMENTS

This Constitution may be amended in whole or in part at any annual meeting by two-thirds of the voting power of the membership present, provided that notice has been given in the last preceding convention setting forth the proposed amendment.

Before any amendment is noticed by a Gideon, it must have the written concurrence of either (1) his local camp and 0.5% (one half of one percent) of the total worldwide camps, no more than two camps from an individual state or equivalent association, or (2) the International Cabinet.

Any amendment failing to pass at convention may not be presented again for consideration at the next convention.

THE BYLAWS OF THE GIDEONS INTERNATIONAL

ARTICLE 1 - MEMBERSHIP

Section 1. On and after December 31, 1957, the membership shall consist of one class comprised of:

- a) members paying dues annually
- b) life members
- c) veteran members

Section 2. Any business or professional man who shall qualify under Article 3 of the Constitution, except those engaged in the manufacture or sale of alcoholic beverages, and except those engaged in a business the character of which is inconsistent with accepted Christian standards, is eligible for membership in this Association.

Section 3. Membership shall be applied for by signing a properly completed standard application and sending same to the Secretary of the Association at PO Box 140800, 50 Century Boulevard, Nashville, TN 37214, USA or the appropriate national association secretary, together with the membership dues as specified in these Bylaws.

Section 4. All applications shall be referred to the Membership Committee for their verification, approval, or disapproval. If any Gideon objects to the action taken by the Membership Committee and, within one year of date of action taken, states to them in writing over his own signature the reason for his objections, the Membership Committee shall reconsider their action in regard to approval or disapproval. If the aforesaid member again objects in writing within 10 days of notification of the decision reached by the Membership Committee, the application with the finding of this committee and the written objection shall be referred to the International President, who shall refer same to the International Cabinet for final action, unless he is able to satisfy the objector, and have the objection withdrawn.

Section 5. Before acting on any application, the Membership Committee shall secure a statement as to the applicant's eligibility from the camp to which he shall be assigned. Where a camp does not exist or refuses to act, such statement after verification shall be secured from the State Cabinet.

Section 6. Applications for membership shall not be referred to the Membership Committee unless accompanied by the required membership dues.

Section 7. Upon approval by the Membership Committee, each applicant shall be assigned by the Secretary of the Association to a camp, and a membership card accompanied by a Gideon emblem shall be sent to him.

Section 8. Any Gideon desiring to withdraw from the Association may do so by making known his wishes in writing to the Secretary of the Association or the appropriate national association secretary. Upon receipt of said notice, the secretary shall then terminate his membership.

Section 9. Former Gideons desiring reinstatement shall present the standard application, indicating thereon that the application is for reinstatement, to the Membership Committee for action as described in above Section 4 for new applicants, which application shall be accompanied by membership dues.

Section 10. If the beliefs of a Gideon change and he no longer holds implicitly to all of the spiritual qualifications enumerated in Article 3 of the Constitution, upon notice and verification by the Membership Committee his membership shall be terminated. If a Gideon changes his status from that of a business or professional man and is no longer considered as such, or is a clergyman, upon notice and verification by the Membership Committee, his membership shall be terminated.

When a man retires from a business or profession, his occupational status at that time shall be retained indefinitely insofar as his Gideon eligibility is concerned, unless he becomes a clergyman, in which latter case his membership shall be terminated upon verification by the Membership Committee. The Gideon may appeal as provided for in the above Section 4.

Section 11. If requested by any camp, the Secretary of the Association shall furnish a current list of members to the secretary of such camp.

Section 12. The matter of discipline of Gideons shall be left largely with the churches. However, when any Gideon willfully continues practices injurious to the spiritual life of a Christian or fails to act in the best interests of the Association (see Article 3, section 7), he shall be requested to withdraw from the Association in compliance with the requirements contained in the application, and his name shall thereupon be dropped from the rolls. This action, however, shall be taken only in extreme cases following a careful review by the International Cabinet and/or National Association Cabinet, as appropriate.

Section 13. Individuals qualifying for membership under this Article shall not be considered “members” as that term is defined in Article 7 of the Illinois General Not for Profit Corporation Act of 1986, 805 ILCS 105/107.03 et seq. Accordingly, the rights and privileges of the members of The Gideons International are limited to those expressly set forth in these Bylaws. Members are not entitled to the rights and privileges set forth in 805 ILCS 106/107.03, et seq.

Section 14. A member is in good standing if his dues for the current year have been paid and he is not the subject of a discipline proceeding.

ARTICLE 2 – INTERNATIONAL OFFICERS AND CABINET

Section 1. The following officers: president, vice president, treasurer, and chaplain shall be elected at the annual meeting to serve for a term of one year or until their respective successors are duly elected. There shall be twelve trustees for the U.S.A., four elected in one year and four in each of the following two years, for a term of three years, or until their respective successors are duly elected. There shall be one trustee for each qualified national association elected for a term of three years, or until his respective successor is duly elected. The elected officers and trustees shall comprise the International Cabinet. Not more than nine trustees for qualified national associations may vote in cabinet meetings. The International Cabinet shall have the discretion to extend or limit the initial term of a trustee to facilitate the trustee election format.

Section 2. The term of office of president, vice president, treasurer and chaplain shall be limited to three successive terms and trustees for the U.S.A. and trustees for qualified national associations shall be limited to two successive terms. A term shall be understood to cover a part of a term to fill a vacancy.

Section 3. The International Cabinet shall elect the Secretary of the Association who shall serve at all meetings of the cabinet, with voice, but without vote.

Section 4. The secretary, the treasurer, and such employees as the International Cabinet may decide, shall furnish bonds satisfactory to the Cabinet. The expense of securing these bonds shall be paid from the General Fund.

Section 5. The Cabinet shall elect such other officers as it deems necessary and prescribe their duties.

Section 6. Any vacancy in an elective office or on a committee may be filled by the Cabinet, upon the recommendation of the Executive Committee, but the person so selected to fill a vacancy shall hold office only until the close of the succeeding International Convention.

ARTICLE 3 – DUTIES OF INTERNATIONAL OFFICERS AND CABINET

Section 1. The president shall perform all duties usually pertaining to that office and have general supervision of the work of all committees and branch organizations.

Section 2. The vice president shall perform the duties of the president in his absence.

Section 3. The treasurer shall be responsible for safekeeping all monies belonging to the Association, and paying out the same only upon vouchers signed by the secretary or president. He shall make a report of the finances at each session of the Cabinet, and at the Annual Meeting.

Section 4. The chaplain shall seek in every way to deepen the Christian life of the membership.

Section 5. The secretary shall keep a careful record of all business transactions, and a complete record of all members and their addresses. He shall receive all monies, account for such monies by issuing receipts and depositing same in the Association's bank account, and perform such other duties as the cabinet may direct.

Section 6. The Cabinet governs and generally manages all of the operations, policies and procedures of The Gideons International. The Cabinet accomplishes this through six primary governing functions:

1. Constitution and Bylaws;
2. Defining and maintaining membership qualifications;
3. Determining and overseeing finances and budgets;
4. Determining versions and translations of Scriptures to be used;
5. Approving international programs;
6. Approving international committees.

Section 7. The cabinet has jurisdiction over all U.S.A. state associations, all national associations and international outreach countries, and all camps

and officers in each, with power to remove or cause to have removed from office, any officer or set of officers, or to suspend or expel from membership any Gideon who, in its judgment, is not efficient or who fails to perform his official duties or work in harmony with a majority of such camp and/or for the best interest of the association.

Section 8. The U.S.A. shall be divided into 12 zones. The geographic boundaries of these zones and the state associations that comprise these zones shall be fixed by the cabinet.

ARTICLE 4 – MEETINGS

Section 1. The annual meeting of the association shall be held as part of the International Convention to start no later than the Saturday preceding the fourth Sunday in July, or such other date as may be set at a preceding International Convention, at such place as may have been designated by a previous International Convention. Annual conventions are authorized to act upon invitations for conventions no fewer than four years in advance. The International Cabinet shall fix the hour of convening the program and shall have the power, in case of emergency, to change the time and place of the International Convention.

Section 2. Any Gideon in good standing shall have the right to a seat in the convention and be granted all convention privileges.

Section 3. The only new business that will be considered at the annual business meeting will be: (i) items recommended by the International Cabinet or (ii) items proposed by a member in good standing who provided notice of the item of new business in the manner described in this section. Any item of new business a member in good standing submits must be delivered to the International Secretary in writing so that it is received at least 28 days prior to the Saturday session of the International Convention. Members may submit an item of new business by email to tgi@gideons.org or by mail to International Secretary, The Gideons International, P.O. Box 140800, Nashville, Tennessee, 37214, USA. An item of new business submitted within 28 days prior to the Saturday session of the annual business meeting shall be considered at the next annual business meeting. This section shall not apply to nominations for elections at the annual business meeting.

Notwithstanding anything in these Bylaws to the contrary, no new business shall be conducted at the annual business meeting except in accordance with this section. The International President or presiding officer of the meeting shall, if the facts warrant, determine that the item of new business was not

properly brought before the meeting in accordance with this section, and if he should so determine, he shall so declare to the meeting and that item of new business shall not be considered.

Section 4. The International Cabinet shall hold its first regular meeting immediately following the International Convention in the convention city. The International Cabinet shall also hold a meeting at the place of and immediately preceding each International Convention. The International Cabinet also will meet in October and February.

Section 5. Special meetings of the International Cabinet may be called by the international president and shall be called by the president upon written request of a majority of its members. Such special meetings shall be held at such time and place as the notice of the president or the request may provide.

Section 6. The necessary expenses of the members of the International Cabinet and international committees to attend the International Cabinet and committee meetings, and in the discharge of other duties of their office, may be paid from the treasury when approved and these expenses shall be the first charged against the dues.

ARTICLE 5 – ELECTIONS AT THE INTERNATIONAL CONVENTION

Section 1. The election of international officers and trustees shall take place on the Saturday of the annual meeting of The Gideons International, and shall be the first order of business.

Section 2. Nominations for officers and trustees shall be made on the floor of the annual meeting. Any Gideon nominated must be a member in good standing. Only one nominating speech may be made for any one nominee. Up to two supporting speeches may be made for any one nominee, but are not required.

Section 3. The trustees for the U.S.A. and qualified national associations shall be elected at the annual meeting.

Section 4. After all nominations for an office are made, nominations shall be declared closed and a ballot shall be taken. If any nominee receives the majority of all votes cast, he shall be declared elected. When there are more than three nominees, if no nominee receives such majority on the first ballot, all except the three nominees receiving the highest number of votes shall

be dropped and a new ballot shall be taken. If one of the three nominees shall receive the majority of all votes cast on the second ballot, he shall be declared elected; but if no one receives such majority, the nominee receiving the lowest number of votes shall be dropped and another ballot taken.

Section 5. Election shall be by secret vote. In cases where there is only one nominee for the office, the membership may vote to instruct the secretary to cast a unanimous ballot for the election of such nominee.

Section 6. Voting Strength

Except as provided in A. and B. below, on all matters coming before the annual meeting, at any of its sessions, each Gideon in good standing who is duly registered shall be entitled to cast one vote. The voting power for use in the election of international officers and trustees and amending the Constitution and Bylaws shall be:

- A. Each U.S.A. state association or its equivalent structure within a qualified national association shall be allowed to cast a vote equal to its full membership in good standing, and such vote may be divided equally among the Gideons in good standing present at the annual meeting from the said state or equivalent association who are registered by 5:00 p.m. on the day preceding the day of voting.
- B. In a supported national association and/or a country not having the equivalent of a U.S.A. state association, each camp shall be allowed to cast a vote equal to its full membership in good standing, and such vote may be divided equally among the Gideons in good standing present at the annual meeting from the said camp who are registered by 5:00 p.m. on the day preceding the day of voting.

Section 7. The terms of all officers and trustees elected at an annual meeting shall begin at the close of the convention at which they are elected.

ARTICLE 6 – DUES

Section 1. The dues for a Gideon in the U.S.A. shall be sixty dollars (US\$60.00) payable annually by April 30. Dues are payable in advance for the fiscal year June 1 to May 31. For new Gideons joining after November 1, dues received with the application will be credited for the current fiscal year and the ensuing fiscal year.

Section 2. The annual dues for a Gideon living in a country having a national association shall be fixed by and retained by the national association.

Section 3. The annual dues for a Gideon in an international outreach country shall be fifteen dollars (US\$15.00). April 30 is the established yearly expiration date.

Section 4. Any Gideon in the U.S.A. may have a life membership by making a one-time payment of one thousand five hundred dollars (\$1,500.00) whereupon no further dues shall be required of him. The total amount received for a life membership, less the amount paid to the state association, shall be placed in the Endowment Fund, and cannot under any circumstances be refunded. Upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the General Fund.

Section 5. Any Gideon living in a country having a national association which has established a life membership option may have a life membership by payment of an amount which shall be fixed by the national association, whereupon no further dues shall be required of him. The total amount received for a life membership, less any refund to a state or equivalent association, shall be placed in the Endowment Fund of the national association, and cannot under any circumstances be refunded. Upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the appropriate administrative fund within the national association.

Section 6. Any Gideon in an international outreach country may have a life membership by payment of four hundred and fifty dollars (US\$450.00) whereupon no further dues shall be required of him. The total amount received for a life membership shall be placed in the Endowment Fund, and cannot under any circumstances be refunded. Upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the General Fund.

Section 7. Any Gideon at least 65 years of age, who has been a member in good standing for a continuous period of twenty years, and is thereafter unable to pay his dues, shall, at his option, be designated a veteran member. Such veteran member shall be exempt from any further payments of dues and his membership shall be for life. A letter to the Secretary of the Association or the appropriate national association secretary, shall be sufficient to effectuate the reclassification.

ARTICLE 7 – FUNDS

Section 1. All monies received by the parent association, when not designated, shall constitute the General Fund, but legacies or large donations, contributions from Friends of Gideons, or any part thereof may be placed in the Scripture Fund by action of the Finance Committee.

Section 2. Money received for Bibles and New Testaments shall constitute the Scripture Fund.

Section 3. Treasurers of camps and state associations are authorized to receive funds on behalf of the Association and to issue receipts as appropriate for the same. All Scripture funds received on behalf of the Association by camps or state associations shall be sent at least monthly to International Headquarters where they will be credited to the state association or camp from which the same was received.

Section 4. All Scripture funds raised in national associations may be retained by them for their use, and/or contributed to the International Outreach Fund.

Section 5. Monies received for life memberships and monies received for endowment shall constitute the Endowment Fund. Such monies, except the necessary expenses of procuring this fund, shall be invested as approved by the Finance Committee. Only the income from these investments shall be used for the general expenses and credited to the General Fund. Except that upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the General Fund.

Section 6. The international treasurer shall keep the funds of the Association in such depositories as the Cabinet may designate.

Section 7. The annual dues received from members in the U.S.A. shall be apportioned as determined by the Finance Committee among the following:

- A. State Association Promotion Funds
- B. The General Fund

Section 8. The portion of the annual dues apportioned to state associations shall be apportioned to each state association according to the membership assigned to it as of May 31. The international treasurer shall remit such

amounts to state treasurers on or before August 31. All such monies rebated are to be used exclusively for the approved promotional costs of the association's programs. These funds must not be used for the purchase of Bibles or New Testaments.

Section 9. If and when a life membership as provided in Article 6, Section 4 of these Bylaws is secured by a member of a state association, the international treasurer, upon receipt of payment in full, shall remit to the state treasurer three hundred seventy-five dollars (\$375.00) of the payment for each such membership which shall be promotional funds as described in Section 8 above.

Section 10. The fiscal year of the Association shall end on May 31 of each year.

ARTICLE 8 – COMMITTEES

Section 1. The president shall, subject to the approval of the cabinet, appoint the following standing committees:

Executive Committee

Membership Committee

Finance Committee

International Outreach Committee

Auxiliary Advisory Committee

The Secretary of the Association or his designee shall serve as secretary at all meetings of these committees with voice, but without vote.

Section 2. The Executive Committee shall consist of three members of the Cabinet and, on behalf of the Cabinet, shall exercise oversight and management of the membership function and all international programs, as well as other authority as delegated by the International Cabinet. The president shall be a member and chairman of this committee.

Section 3. The Membership Committee shall consist of at least ten members and shall handle all Gideon and Auxiliary applications for membership in compliance with Articles 1 and 11 of these bylaws.

Section 4. The Finance Committee shall consist of five members, and it shall be the duty of the committee to prepare the budget each year and through the budget to supervise all financial matters. It shall recommend

securities for investment of the monies of the Association. It shall arrange for an annual audit of the books of account of the Association. The treasurer shall be a member of, and chairman of, the committee.

Section 5. The International Outreach Committee shall consist of six members from the U.S.A. It will also include members from among qualified national associations which regularly contribute financially to the International Outreach Fund. The total number of committee members shall not exceed nine. It shall be the duty of the committee to administer funds committed to it in accordance with policies and procedures approved by the International Cabinet and to promote and supervise the work in outreach countries.

Section 6. The Auxiliary Advisory Committee shall consist of three members. The vice president shall be a member and chairman of this committee. It shall meet with the International Auxiliary Cabinet and counsel with the International Auxiliary Cabinet on all matters pertaining to the work and the functions of the Auxiliary.

Section 7. The president may, subject to the approval of the Cabinet, appoint such other committees as he deems advisable for the successful and efficient promotion of the work of the Association.

ARTICLE 9 – U.S.A. STATE ASSOCIATIONS

Section 1. The state association shall be the governing body for the ministry of The Gideons International in the geographic area assigned to it. Each camp organized in that geographic area shall be part of that state association.

Section 2. The management of each state association shall be vested in a governing body to be known as the “State Cabinet,” which shall include five elected officers, to be elected at the annual state convention. These officers are: president, vice president, secretary, treasurer and chaplain and shall constitute the “Primary Cabinet.” The Primary Cabinet shall elect a regional director for each region and a program coordinator for each international program as determined by the International Cabinet. The Primary Cabinet, regional directors, and the program coordinators shall comprise the State Cabinet. The trustee for the zone shall serve as an ex-officio member of the State Cabinet. The role of the trustee is to exercise the authority and management function of the International Cabinet as it relates to the state association. The State Cabinet shall appoint area directors and regional program leaders for each of the international programs. The State Cabinet may also

appoint a state editor, a state webmaster and other personnel as necessary.

Section 3. Each state association shall have an annual convention which shall include a business meeting at the time and place determined at a prior convention. In case of emergency, the State Cabinet may change the date and/or time and/or place of the convention.

Section 4. Elections at State Association Conventions

- A. The election of the Primary Cabinet shall take place during the Saturday morning business meeting of the annual convention.
- B. Nominations for officers shall be made on the floor of the business meeting. Any Gideon nominated must be a member in good standing. Only one nominating speech may be made for any one nominee. Up to two supporting speeches may be made for any one nominee, but are not required.
- C. After all nominations for an office are made, nominations shall be declared closed and a ballot shall be taken. If any nominee receives the majority of all votes cast, he shall be declared elected. When there are more than three nominees, if no nominee receives such majority on the first ballot, all except the three nominees receiving the highest number of votes shall be dropped and a new ballot shall be taken. If one of the three nominees shall receive the majority of all votes cast on the second ballot, he shall be declared elected; but if no one receives such majority, the nominee receiving the lowest number of votes shall be dropped and another ballot taken.
- D. The election shall be by secret vote. In cases where there is but one nominee for the office, the membership at the business meeting may vote to instruct the secretary to cast a unanimous ballot for the election of such nominee.
- E. On all matters coming before the business meeting, each Gideon in good standing who is duly registered shall be entitled to cast one vote.
- F. The terms of all officers, regional directors and program coordinators shall be for one year and shall be limited to three successive terms.
- G. The terms of area directors and regional program leaders shall be for one year and shall be limited to six successive terms.

- H. All terms shall begin at the close of the convention. Any vacancy in an elective or appointive office may be filled by the Primary Cabinet but the person so elected to fill a vacancy shall hold office only until the close of the succeeding convention. A term shall be understood to cover a part of a term to fill a vacancy.

Section 5. Duties of Officers

- A. The president shall perform all duties usually pertaining to that office and have general supervision of the work of all committees. The president shall chair each meeting of the State Cabinet and the annual business meeting at the State Convention.
- B. Each state association shall have one vice president. The vice president shall perform the duties of the president in his absence. The vice president will serve as the chairman of the State Convention Program Committee and have the responsibility for the state convention. He shall also perform such other duties as the president may direct.
- C. The treasurer shall be responsible for all funds received. He shall make a report of the finances at each session of the cabinet, and at the annual state convention.
- i. He will promptly provide receipts to donors for Scripture funds and remit all of the Scripture funds to International Headquarters not less than monthly.
 - ii. He will pay out promotional funds only as authorized by the State Cabinet for approved promotional expenses. He will issue receipts as necessary for donors to the state association promotional fund as well as the State Auxiliary Promotional Fund.
 - iii. He will pay out other monies designated for promotional related purposes as approved.
- D. The chaplain shall seek in every way to deepen the Christian life of the membership.
- E. The secretary shall keep a careful record of all meetings and business transactions. He shall also perform such other duties as the State Cabinet may direct.
- F. The regional directors, program coordinators, area directors, and

program leaders shall perform such duties as specified by the International Cabinet.

Section 6. The State Cabinet shall hold its first meeting at the noon hour on the Saturday of the state convention. The cabinet shall meet at least three (3) other times before the next convention. Special meetings of the State Cabinet may be held at such time and place as noticed by the state president.

Section 7. There shall be no assessment of dues levied for state association activity, but free will offerings may be received.

Section 8. No state association shall employ paid field workers, under whatever name.

Section 9. Camps may be organized by the State Cabinet with a minimum of six Gideons in good standing. The State Cabinet may also close a camp if doing so is determined to be in the best interest of the ministry.

ARTICLE 10 – RULES GOVERNING CAMPS

Section 1. Camps shall elect officers from amongst members in good standing and shall operate in accordance with the constitution, bylaws and policies determined by the International Cabinet.

Section 2. The officers of camps shall be: president, vice president, secretary, treasurer and chaplain. They shall be elected to serve for one year; and until their successors are duly elected said officers' terms are to be limited to three successive terms. A term shall be understood to cover a part of a term to fill a vacancy. The officers shall elect a program chairman for each international program as determined by the International Cabinet for one year and until their successors are duly elected. There is no limit on the number of terms a program chairman may serve. The camp officers and the program chairmen shall constitute the camp cabinet.

Section 3. There shall be no assessment of dues levied for camp activity, but free will offerings may be received. These free will offerings are referred to as the camp fund. The camp fund will be used to pay all approved expenses of the camp.

Section 4. The camp treasurer shall be responsible for all funds received. He shall make a report of the finances at each camp cabinet meeting.

- A. He will promptly provide receipts to donors for Scripture funds on behalf of the association as appropriate and remit all of the Scripture

funds received on behalf of the association to International Headquarters not less than monthly, noting the sources and designations for all of the monies remitted.

- B. He will pay out camp funds only as authorized by the camp cabinet. He will issue receipts as necessary for donors to the camp fund and/or the Auxiliary camp fund.
- C. The camp may commingle the camp fund and the camp Scripture fund in one bank account held in the camp's name, but the camp may not, under any circumstances, use Scripture funds to pay expenses of the camp.

Section 5. It shall be the duty of the officers of each camp to:

- A. lead the camp in devoted service in fulfilling the object of The Gideons International as set out in Article 2 of the Constitution;
- B. encourage each member to active personal participation in Gideon work; and
- C. maintain contact with camp members to sustain their interest in Gideon activity and to avoid having them drop their memberships through disinterest.

ARTICLE 11 – THE AUXILIARY OF THE GIDEONS INTERNATIONAL (AUXILIARY)

Section 1. Purpose

The Auxiliary is an integral part of The Gideons International. The purpose of the Auxiliary is to assist the Gideons in their single objective through prayer, personal testimony, personal work, association for service and placing and distributing the Bible – God's Holy Word – or portions thereof in approved venues.

Section 2. Membership

- A. The membership shall consist of women who are the wives of Gideons, except clergywomen, and who believe in the Bible as the inspired (i.e. infallible, inerrant) Word of God, believe in the Lord Jesus Christ as the eternal Son of God, have received Him as their personal Savior, endeavor to follow Him in their daily life, and who are members in good standing of an evangelical or protestant church, congregation or assembly.

- B. Membership shall be applied for by signing a properly completed standard Auxiliary application and sending same to the Secretary of the Association, at PO Box 140800, 50 Century Boulevard, Nashville, TN 37214, USA or the appropriate national association secretary, together with the membership dues as specified in these Bylaws.
- C. All applications shall be referred to the Membership Committee for their verification, approval, or disapproval. If any member objects to the action taken by the Membership Committee and within one year of date of action taken, states to them in writing over his/her own signature the reason for his/her objections, the Membership Committee shall reconsider their action in regard to approval or disapproval. If the aforesaid member again objects in writing within 10 days of notification of decision reached by the Membership Committee, the application with the finding of this committee and the written objection shall be referred to the International President, who shall refer same to the International Cabinet for final action, unless he is able to satisfy the objector, and have the objection withdrawn.
- D. Before acting on an application, the Membership Committee shall secure a statement as to the applicant's eligibility from the camp to which she shall be assigned. Where a camp does not exist, or refuses to act, such statement after verification shall be secured from the State Cabinet.
- E. Applications for membership shall not be referred to the Membership Committee unless accompanied by the required membership dues.
- F. Upon approval by the Membership Committee, each applicant shall be assigned by the Secretary of the Association or the appropriate national association secretary, to a camp, and a membership card accompanied by an Auxiliary emblem shall be sent to her.
- G. Any Auxiliary desiring to withdraw from the Association may do so by making known her wishes in writing to the Secretary of the Association or the appropriate national association secretary. Upon receipt of said notice the secretary shall then terminate her membership.
- H. Former Auxiliary desiring reinstatement shall present the standard Auxiliary application, indicating thereon that the application is for reinstatement, to the Membership Committee for action as described

in Article 11, Section 2C for new applicants, which application shall be accompanied by membership dues.

- I. Membership shall continue provided her Gideon spouse remains in good standing, and as long as she continues to meet the requirements of these Bylaws. The widow of a Gideon may continue to hold her membership in The Auxiliary of The Gideons International provided she continues to meet the requirements specified in these Bylaws. Should a widow remarry, her eligibility for membership (regular, veteran, or life) shall be determined by the new husband's membership status.
- J. If the beliefs of an Auxiliary change and she no longer holds implicitly to all of the spiritual qualifications enumerated in Article 3 of the Constitution, upon notice and verification by the Membership Committee, her membership shall be terminated. If any Auxiliary loses her identity with her Gideon spouse, or becomes a clergywoman, her membership in The Auxiliary of The Gideons International terminates, except as specified in Section I above.
- K. The matter of discipline of an Auxiliary shall be handled as described in Article 1, Section 12 of these bylaws.
- L. An Auxiliary is in good standing if her dues for the current year have been paid and she is not the subject of a discipline proceeding.

Section 3. International Auxiliary Officers and Cabinet

- A. The following officers: president, vice president, secretary and chaplain shall be elected at the Auxiliary business session of the International Convention to serve for a term of one year or until their respective successors are duly elected, and they shall comprise the International Auxiliary Cabinet.
- B. The term of office of each of these officers shall be limited to three successive terms. A term shall be understood to cover a part of a term to fill a vacancy.
- C. Any vacancy in an elective office may be filled by the International Cabinet upon recommendation of the Auxiliary Advisory Committee, but the person so elected to fill a vacancy shall hold office only until the close of the succeeding International Convention.

- D. Management of the Auxiliary shall be vested in the International Auxiliary Cabinet, together with the Auxiliary Advisory Committee.
- E. The president shall perform all duties usually pertaining to that office and have general supervision of the work of all committees.
- F. The vice president shall perform the duties of the president in her absence.
- G. The secretary shall keep a careful record of all meetings and perform such other duties as the Cabinet may direct.
- H. The chaplain shall seek in every way to deepen the Christian life of the membership.

Section 4. Meetings

- A. The Auxiliary shall meet at the International Convention.
- B. The International Auxiliary Cabinet shall hold its first regular meeting immediately following the International Convention in the convention city. The International Auxiliary Cabinet shall also hold meetings at the place of, and immediately preceding, meetings of the International Cabinet or at such other time as the International Cabinet may designate.
- C. All Auxiliary in good standing shall be granted all convention privileges.
- D. The necessary expenses of the International Auxiliary Cabinet members to attend the International Auxiliary Cabinet meetings, committee meetings and international conventions may be paid from the General Fund.

Section 5. Auxiliary Elections at the International Convention

- A. The election of international officers for The Auxiliary shall be the first order of business in the Saturday Auxiliary business session of the International Convention.
- B. Nominations for officers shall be made on the floor of the Auxiliary business session. Any Auxiliary nominated must be a member in good standing. Only one nominating speech may be made

for any one nominee. Up to two supporting speeches may be made for any one nominee, but are not required.

- C. After all nominations for an office are made, nominations shall be declared closed and a ballot shall be taken. If any nominee receives the majority of all votes cast, she shall be declared elected. When there are more than three nominees, if no nominee receives such majority on the first ballot, all except the three nominees receiving the highest number of votes shall be dropped, and a new ballot shall be taken. If one of the three nominees shall receive the majority of all votes cast, she shall be declared elected; but if no one receives such majority, the nominee receiving the lowest number of votes shall be dropped and another ballot taken.
- D. The election shall be by secret vote. In cases where there is but one nominee for the office, the Auxiliary membership may vote to instruct the secretary to cast a unanimous ballot for the election of such nominee. Upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the General Fund.
- E. The voting calculations in The Auxiliary elections shall be conducted similarly to those used for the election of international officers and trustees as specified in Article 5, Section 6 of these Bylaws.
- F. The terms of all officers elected at the business session shall begin at the close of the convention at which they are elected.

Section 6. Dues

- A. The dues for an Auxiliary in the U.S.A. shall be thirty dollars (US\$30.00) payable annually by April 30. Dues are payable in advance for the fiscal year June 1 to May 31. For new Auxiliary joining after November 1, dues received with the application will be credited for the current fiscal year and the ensuing fiscal year.
- B. The annual dues for an Auxiliary living in a country having a national association shall be fixed by and retained by the national association.

- C. The annual dues for an Auxiliary in an international outreach country shall be three dollars (US\$3.00). April 30 is the established yearly expiration date.
- D. Any Auxiliary in the U.S.A. who is married to a life member may have a life membership by making a one-time payment of three hundred dollars (US\$300.00) whereupon no further dues shall be required of her. The total amount received for a life membership shall be placed in the Endowment Fund, and cannot under any circumstances be refunded. Upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the General Fund.
- E. Any Auxiliary living in a country having a national association which has established a life membership option may have a life membership by payment of an amount which shall be fixed by the national association, whereupon no further dues shall be required of her. The total amount received for a life membership shall be placed in the Endowment Fund of the national association, and cannot under any circumstances be refunded. Upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the General Fund.
- F. Any Auxiliary in an international outreach country who is married to a life member may have a life membership by payment of ninety dollars (US\$90.00) whereupon no further dues shall be required of her. The total amount received for a life membership shall be placed in the Endowment Fund, and cannot under any circumstances be refunded. Upon the death of a life member, or the termination or resignation of the membership of a life member, the escrowed life membership dues in the Endowment Fund attributed to that life member shall be transferred from the Endowment Fund to the General Fund.
- G. Any Auxiliary who is at least 65 years of age, who has been a member in good standing for a continuous period of twenty years, and is thereafter unable to pay her dues, shall, at her option, be designated a veteran member. Such veteran member

shall be exempt from any further payments of dues and her membership shall be for life. A letter to the Secretary of the Association or the appropriate national association secretary shall be sufficient to effectuate the reclassification.

Section 7. Auxiliary Funds

- A. The annual dues received from an Auxiliary in the U.S.A. and international outreach countries shall be apportioned as determined by the Finance Committee among the following:
 - i. Auxiliary State Association Promotion Funds
 - ii. The General Fund
- B. The portion of the annual dues apportioned to state associations shall be apportioned to each state association Auxiliary according to the Auxiliary membership assigned to it as of May 31. The international treasurer shall remit such amounts to state Auxiliary secretary/treasurers on or before August 31. All such monies rebated are to be used exclusively for the approved Auxiliary promotional costs of the state association's programs. These funds must not be used for the purchase of Bibles or New Testaments.
- C. The portion of the annual dues apportioned for expenses of The Auxiliary are placed in the General Fund and are used to defray the expenses of the International Auxiliary Cabinet and Auxiliary programs.
- D. The camp Auxiliary Scripture Fund is comprised of offerings received from individual Auxiliary and will be delivered to the camp treasurer when collected. He shall promptly deposit these funds into the camp bank account and forward said monies to International Headquarters, designated as "Auxiliary Scripture Fund."
- E. A portion of the camp Auxiliary Scripture Fund will be allocated to the camp Scripture fund account and may be used to obtain any other Scriptures that the camp usually obtains, including the Scriptures to be placed or distributed by The Auxiliary.
- F. A portion of the camp Auxiliary Scripture Fund will be allocated to the International Auxiliary Scripture Fund and shall

be used to obtain Medical Testaments for state, national, or international medical conventions and to defray the necessary expense incurred in making distribution of these Testaments. These funds can also be used to provide Scriptures to international outreach countries and supported national associations.

- G. The Finance Committee shall determine the allocation of the camp Auxiliary Scripture Fund between the camp Scripture Fund and the International Auxiliary Scripture Fund. The Finance Committee shall also determine the portion of the International Auxiliary Scripture Fund that will be used to provide Scriptures to international outreach countries and supported national associations.
- H. All designated monies (such as Faith Fund offerings) received by the camp Auxiliary and/or state association Auxiliary, shall be immediately turned over to the camp treasurer or the state association treasurer, who shall promptly forward said monies to International Headquarters, properly designated.
- I. The fiscal year of The Auxiliary shall end on May 31 of each year.

Section 8. Committees

The International Auxiliary President may, subject to the approval of the International Cabinet upon recommendation of the Auxiliary Advisory Committee, appoint such committees as she deems advisable.

Section 9. U.S.A. Auxiliary State Associations

- A. The management of the international Auxiliary programs in each state association shall be vested in a body known as the “Auxiliary State Cabinet,” which shall include four elected officers, to be elected at the annual state convention. These officers are: president, vice president, secretary/treasurer and chaplain and shall constitute the “Primary Auxiliary Cabinet.” The Primary Auxiliary Cabinet shall elect a regional director for each region and a program coordinator for each international Auxiliary program as determined by the International Cabinet. The Primary Auxiliary Cabinet, regional directors and the program coordinators shall comprise the Auxiliary State Cabinet. The trustee for the zone shall serve as an ex-officio member of the Auxiliary State Cabinet. The Auxiliary State Cabinet shall appoint area directors and re-

gional program leaders for each international Auxiliary program as determined by the International Cabinet.

- B. The Auxiliary of a state association shall meet in convention at the same time and place as the state association.
- C. The election of the Primary Auxiliary Cabinet shall take place during the Auxiliary business session of the annual convention.
- D. Nominations for officers shall be made on the floor of the Auxiliary business session. Any Auxiliary nominated must be a member in good standing. Only one nominating speech may be made for any one nominee. Up to two supporting speeches may be made for any one nominee, but are not required.
- E. After all nominations for an office are made, nominations shall be declared closed and a ballot shall be taken. If any nominee receives the majority of all votes cast, she shall be declared elected. When there are more than three nominees, if no nominee receives such majority on the first ballot, all except the three nominees receiving the highest number of votes shall be dropped and a new ballot shall be taken. If one of the three nominees shall receive the majority of all votes cast on the second ballot, she shall be declared elected; but if no one receives such majority, the nominee receiving the lowest number of votes shall be dropped and another ballot taken.
- F. The election shall be by secret vote. In cases where there is only one nominee for the office, the membership at the Auxiliary business session may vote to instruct the secretary/treasurer to cast a unanimous ballot for the election of such nominee.
- G. On all matters coming before the Auxiliary business session, each Auxiliary in good standing who is duly registered shall be entitled to cast one vote.
- H. The terms of all officers, regional directors and program coordinators shall be for one year and shall be limited to three successive terms. The terms of area directors and regional program leaders shall be for one year and shall be limited to six successive terms.
- I. Any vacancy in an elective or appointive office may be filled by the Primary Auxiliary Cabinet with the approval of the state cabinet, but the person so elected to fill a vacancy shall hold office

only until the close of the succeeding convention. A term shall be understood to cover a part of a term to fill a vacancy.

- J. All terms shall begin at the close of the convention. Any vacancy in an elective or appointive office may be filled by the Primary Auxiliary Cabinet with the approval of the Primary Cabinet, but the person so elected to fill a vacancy shall hold office only until the close of the succeeding convention. A term shall be understood to cover a part of a term to fill a vacancy.

K. Duties of Officers

- i. The president shall perform all duties usually pertaining to that office and have general supervision of the work of all committees. The president shall chair each meeting of the state Auxiliary cabinet and the annual Auxiliary business session at the state convention.
- ii. Each state association shall have one vice president. The vice president shall perform the duties of the president in her absence. The vice president will serve as the chairman of the State Convention Auxiliary Program Committee and have the responsibility for the state convention Auxiliary arrangements. She shall also perform such other duties as the president may direct.
- iii. The secretary/treasurer shall keep a careful record of all meetings and business transactions and be responsible for all the Auxiliary promotional funds and any other funds belonging to the Auxiliary of the state association. She will promptly remit all Auxiliary Scripture funds to the state treasurer. She will pay Auxiliary state promotional funds only as authorized by the state Auxiliary cabinet for approved promotional expenses. She will pay other monies received that are designated for promotional related purposes in accordance with the designation for the funds. She shall make a report of the finances at each session of the state Auxiliary cabinet, and at the annual state convention. She shall also perform such other duties as the state Auxiliary cabinet may direct.
- iv. The chaplain shall seek in every way to deepen the Christian life of the membership. She shall also perform such

other duties as the state Auxiliary cabinet may direct.

- v. The regional directors, program coordinators, area directors, and regional program leaders shall perform such duties as specified by the International Cabinet.
- vi. The state Auxiliary cabinet shall hold its first meeting on the Saturday of the state convention. The state Auxiliary cabinet shall meet at least three (3) other times before the next convention. Special meetings of the state Auxiliary cabinet may be held at such time and place as noticed by the state president.
- vii. There shall be no assessment of dues levied for state Auxiliary activities, but free will offerings may be received.
- viii. A camp Auxiliary may be organized with a minimum of four Auxiliary in good standing. The state cabinet may also close a camp Auxiliary if doing so is recommended by the state Auxiliary cabinet and/or is in the best interests of the ministry.

Section 10. Camp Auxiliaries

- A. Camp Auxiliaries shall elect officers from members in good standing and shall operate in accordance with the constitution, bylaws and policies determined by the International Cabinet.
- B. The officers of camp Auxiliaries shall be: president, vice president, secretary/treasurer and chaplain. They shall be elected to serve for one year and until their successors are duly elected, said officers' terms to be limited to three successive terms. A term shall be understood to cover a part of a term to fill a vacancy. The officers shall elect program chairmen as determined by the International Cabinet for one year and until their successors are duly elected. There is no limit on the number of terms a program chairman may serve. The officers and the program chairmen shall constitute the camp Auxiliary cabinet.
- C. There shall be no assessment of dues levied for camp activity, but free will offerings may be received. These free will offerings are referred to as the camp Auxiliary fund. The camp Auxiliary fund will be used to pay all approved expenses of the camp Auxiliary.

- D. It shall be the duty of the Auxiliary officers of each camp Auxiliary to: (a) lead the camp Auxiliary in devoted service in fulfilling the object of The Gideons International as set out in Article 2 of the Constitution; (b) encourage each Auxiliary to active personal participation in Auxiliary activity; (c) maintain contact with camp Auxiliary to sustain their interest in Auxiliary activity and to avoid having them drop their memberships through disinterest.

ARTICLE 12 – NATIONAL ASSOCIATIONS

Section 1. A national association may be formed in a country where the Gideons meet specified criteria established by the International Cabinet.

Section 2. National association status can only be granted by the International Cabinet, on recommendation of the Executive Committee.

Section 3. National associations are organized into a tier structure for purpose of representation on the International Cabinet. The International Cabinet sets the criteria for each level of the tier structure.

Section 4. A “qualified national association” is one which contributes annually to the International Outreach Fund and meets other criteria established by the International Cabinet.

Section 5. Each qualified national association shall be entitled to designate one Gideon, who will be nominated for election as trustee at the International Convention, to serve on the International Cabinet and exercise the authority and management function of the International Cabinet as it relates to the national association.

Section 6. As part of the requirements to be a national association, the functional equivalent of its charter, constitution or articles of incorporation must include the wording of Articles 2 and 3 of the Constitution of The Gideons International.

Section 7. As part of the requirements to be a national association, the functional equivalent of its bylaws must be as similar to Articles 1-11 and 13 of these bylaws as practical within the legal requirements of that country.

Section 8. As part of the requirements to be a national association, the functional equivalent of its charter, constitution, articles of incorporation and bylaws, and any amendments to these must be approved by the International Cabinet.

Section 9. If the Constitution of The Gideons International and/or these bylaws is amended, the related documents for the national association must be amended within a reasonable time to include the amendments.

Section 10. A national association operates the Gideon ministry within the framework of the governance and management guidelines established by the International Cabinet.

Section 11. If a national association persistently fails to comply with the policies and procedures established by the International Cabinet, the International Cabinet may suspend or limit the appointment of members from that national association to committees and/or take other appropriate action, including suspending or terminating its status as a national association.

ARTICLE 13 – FRIENDS OF GIDEONS

Section 1. Purpose

Friends of Gideons is a non-member group which provides much needed prayer and financial support to the ministry of The Gideons International.

Section 2. Friends of Gideons Funds

- A. Friends of Gideons contributions provide funding for the purchase of Scriptures and related Scripture distribution support costs.
- B. The minimum annual contribution for Friends of Gideons will be established by the International Cabinet for the U.S.A. National association cabinets will set their own required annual contribution levels.

ARTICLE 14 – EMBLEM

Section 1. The emblem of the Association shall be of gold and enamel having a blue background, upon which appears a white pitcher, from which protrudes a red flame torch. This emblem is to be worn by every member for recognition, preferably on the left lapel of his coat.

Section 2. The Auxiliary emblem shall consist of a Gideon emblem in the center surrounded by lilies of the valley and shall be made of similar material to the Gideon emblem.

Section 3. The adopted flower shall be the lily of the valley, when procurable, with the white carnation as a substitute.

ARTICLE 15 – AMENDMENTS

These bylaws may be amended, in whole or in part, at any International Convention, by two-thirds of the voting power of the International Convention as defined in Article 5, Section 6 of these bylaws, provided notice setting forth the proposed amendment shall have been printed in The Gideon magazine, in the April issue preceding the International Convention or a prior issue during the same fiscal year.

ORGANIZATION AND GOVERNANCE

To accomplish our purpose and carry on the ministry of The Gideons, God has provided a unique organizational structure, which has expanded as the work has been blessed of the Lord and Scripture placements and distributions have increased exponentially. The Gideons International is worldwide in its scope. Approximately 11,500 camps are organized in some 200 countries, territories, and possessions.

THE INTERNATIONAL CABINET

The worldwide membership, under the voting strength rules established by Article 5, Section 6 of the Bylaws of the Association, elects the International Cabinet at the Annual Meeting of The Gideons International. The International Cabinet is constitutionally charged with management and governance of the Association. Standing committees and special committees work on various assignments and projects, making their reports to the Cabinet. After further prayer, study, and deliberation, the will of the Association is then communicated to International Headquarters. Through the trustees, decisions of the International Cabinet are further communicated and implemented in national associations, state associations, and camps. The Gideon Cabinet Management Chart (Item 540) in this section illustrates the relational aspects of organization and governance within the Association. It is prudent, however, to explain in more detail the functions of officers and trustees who serve on the International Cabinet.

- A. The international president is elected for a one-year term at the annual International Convention and may serve for a maximum of three consecutive one-year terms. He performs all duties usually pertaining to the office of president and has general supervision of the work of all committees of the International Cabinet. He is responsible for appointing members of all standing and special committees, who serve with the approval of the International Cabinet. He is chairman of the Executive Committee.
- B. The international vice president is also elected annually by the membership at the International Convention for a one-year term and may serve up to three consecutive one-year terms. He presides over meetings and performs other duties of the president in his absence. The international vice president is appointed by the president to serve as chairman of the International Auxiliary Advisory Committee; he is also often appointed as chairman of other special committees.

- C. The international treasurer is also elected annually by the membership at the International Convention and serves for a maximum of three consecutive one-year terms. He is responsible for safe keeping all monies belonging to the Association, and making payments upon vouchers signed by either the international president or the international secretary. He presents a detailed report of the financial condition of the Association at each meeting of the International Cabinet, and at the International Convention. The international treasurer is appointed by the international president to be chairman of the Finance Committee. Also, he is often appointed as chairman of other special committees.
- D. The international secretary is elected by the International Cabinet, serves at the will of the cabinet, and is an employee of the Association in the dual role of executive director. As secretary of the Association, he is also the secretary at all meetings of both standing and temporary committees. He does not have a vote in deliberations of the International Cabinet. As executive director, he is in charge of all International Headquarters operations and functions. He is responsible for all business transactions and all membership records, except those pertaining to national associations.
- E. The international chaplain is elected by the membership annually at the International Convention and may serve for a maximum of three consecutive one-year terms. The chaplain's primary responsibility is seeking to deepen the Christian walk of the membership. As such, he provides spiritually based articles, letters, and mailings to the membership from time to time. He also is in charge of the annual International Day of Prayer, which occurs the second Saturday of June.
- F. International trustees for USA zones are elected by the membership at the annual International Convention for three-year terms and may serve a maximum of two consecutive terms (a total of six years). Zone trustees are elected on a rotating basis of four zones per year to provide for continuity on the International Cabinet. Zone trustees are responsible for the management of state associations within their geographic zone and, as such, serve as ex-officio members of USA state association cabinets. Trustees are required to attend at least two meetings of the state leadership teams per year in addition to the state association conventions and all meetings of the International Cabinet.

The following duties apply to international trustees (USA zones):

1. Exercise the authority and management function of the International Cabinet within the USA zone in accordance with cabinet policies
2. Report to the cabinet on matters concerning the USA zone using the form prescribed by the cabinet
3. Report to state associations within the zone on International Cabinet actions by:
 - A. Promoting cabinet-approved policies in a manner that provides united support (discussions belong only in cabinet session – 1 Corinthians 14:8)
 - B. Promoting the international program
 - C. Directing state association activities in the zone as a member, ex-officio, of the state association cabinets
 - D. Supervising state presidents and state cabinets by:
 - a. Establishing a schedule of dates for cabinet and other meetings
 - b. Meeting with each state cabinet at least twice a year
 - c. Guiding cabinet meetings with written agendas (use sample state cabinet meeting agenda found in the *State Association Management Manual* – Item 509)
 - d. Establishing state association goals for international programs
 - e. Adopting state budget (refer to *State Association Management Manual* – Item 509)
 - f. Guiding state convention planning process (use *State Convention Manual* – Item 2102)
 - i. Serve as a member of the state association convention program committee
 - ii. Approve all programs

- g. Supervising Auxiliary activities
 - i. Give general oversight to state Auxiliary activities
 - ii. Approve Auxiliary State Promotional Fund expenditures
 - iii. Approve requests for Auxiliary Scripture Funds (Item 612)
 - iv. Approve Auxiliary program for state convention
 - v. Recommend potential candidates to serve as international Auxiliary cabinet representatives
- 4. Be a spiritual leader and example to the zone – 1 Timothy 4:12-16
 - A. Devotion to Christ
 - B. Attention to the Word of God
 - C. Zeal in witnessing
 - D. Love without hypocrisy – Romans 12:9
- G. International trustees for qualified national associations are also elected by the membership at the International Convention for three-year terms, and they may serve a maximum of two consecutive terms. A maximum of nine trustees from qualified national associations may vote at meetings of the International Cabinet.

The following duties apply to international trustees for national association countries:

- 1. Exercise the authority and management function of the International Cabinet within the national association in accordance with cabinet policies
- 2. Report to the cabinet on matters concerning the national association using the form prescribed by the cabinet
- 3. Report to national association on cabinet actions by:
 - A. Promoting cabinet approved policies with the national association in a manner that provides united support (discussions belong only in cabinet session – 1 Corinthians 14:8)

- B. Promoting the international program
 - C. Directing activities in the national association as a member, ex-officio, of the national association cabinet
 - D. Establishing a schedule of dates for National Cabinet and other meetings
 - E. Meeting with National Cabinet
 - F. Attending meetings of the National Executive Committee as member, ex-officio
 - G. Guiding in the establishment of national goals and programs in accordance with international objectives
 - H. Guiding in preparation of national convention program as a member of the program committee
 - I. Supervising national association Auxiliary activities
4. Be a spiritual leader and example to national association – 1 Timothy 4:12-16
- A. Devotion to Christ
 - B. Attention to the Word of God
 - C. Zeal in witnessing
 - D. Love without hypocrisy – Romans 12:9

H. Committees

As noted in Article 3 of the Constitution, the International Cabinet exercises its governing authority partially through:

- 1. The Constitution and Bylaws
- 2. Defining and maintaining membership qualifications
- 3. Determining and overseeing finances and budgets
- 4. Determining versions and translations of Scriptures to be used
- 5. Approving International Programs
- 6. Approving International Committees

Although the international president appoints members of committees, the appointments must be approved by the entire cabinet,

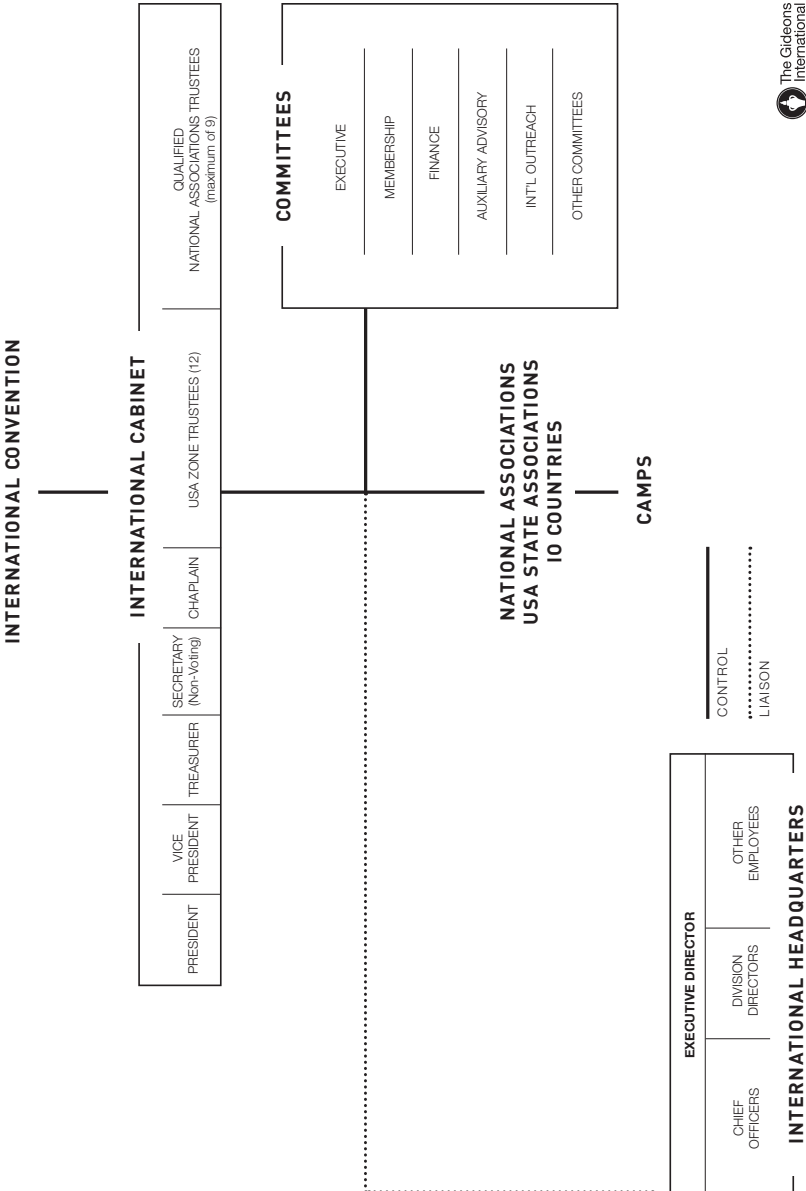
under whose purview the committees function. The International Cabinet exercises its management authority partially through these committees. Article 8 of the Bylaws specifies the standing committees of the International Cabinet and their responsibilities, as follows:

1. Executive Committee
2. Membership Committee
3. Finance Committee
4. International Outreach Committee
5. Auxiliary Advisory Committee

Additionally, Article 8, Section 7 provides for the appointment of other committees, which may include:

1. The Constitution and Bylaws Committee
2. The International Convention Program Committee
3. The Building Committee
4. Ad-hoc committees that may be appointed from time to time and function for a specified purpose

CABINET GOVERNANCE CHART



USA STATE ASSOCIATIONS

In the United States, The Gideons International is made up of twelve zones. A trustee is responsible for each one of these zones, which consists of a number of states. Some states, as geopolitical entities, are combined to form a single state association, and other states may be divided to form more than a single state association (see map on page 70). There are approximately 3,000 camps in the United States. The zone map in this section illustrates the zone structure of The Gideons International in the United States.

The authority for organization and governance within a state association is provided in Article 9 of the Bylaws of the Association. The structure of the state association is shown in the Gideon Officer Management Chart (Item 541) and the State Association Management Chart (Item 546) in this section.

A more detailed description of the function, organization and operation of a USA state association is found in the *State Management Manual* (Item 509).

FUNDING THE STATE ASSOCIATION

Gideon membership dues are \$60.00 per year. Twenty dollars (\$20.00) of this amount is rebated to the state association as soon as possible following the end of the fiscal year, May 31, annually. These rebates, along with other funds so designated, make up the State Promotional Fund and are used exclusively for promotional work during the year in which they are received under direction and approval of the state cabinet.

Promotional funds should not be stockpiled or accumulated from year to year unless there are extenuating circumstances, such as preparation for the International Convention. A general guideline has been established for state associations to end the fiscal year with no more than \$5.00 in promotional funds per state Gideon. Year-end state promotional funds over \$6.00 per state Gideon are considered excessive and subject to being transferred to other states that may have shortages. USA zone trustees of state associations with excessive promotional funds are requested to notify the USA division director so that other zone trustees can be advised in case there is a shortage elsewhere. Any transfer of state promotional funds among state associations must have the prior approval of the zone trustee of the state from which the funds are transferred.

Even though there may be a temporary tendency to be overzealous for some other phase of Gideon activity, it is generally recognized that promotional work must be done. We should keep in mind the basic principle of investing

for the future; that is, we use some of our resources to advance the Gideon work today so that even greater returns will be forthcoming in the future, as the Lord leads.

The following list of promotional items is authorized for payment out of state promotional funds, as approved by the Finance Committee and the International Cabinet. Such funds may be spent only at the request and/or approval of the state cabinet.

A. State Convention

1. Expense of assisting the host camp(s) with the cost of dinner for pastors and prospective Gideons at the state convention Pastors Banquet
2. Hotel and meal expense for Gideon and Auxiliary international cabinet representatives who are assigned to a state convention, USA zone trustee, and testimony speakers. Expenses for a testimony speaker, if not a Gideon, should include travel expenses, one night's lodging (unless it is more economical because of travel expense to include an additional stay over), and an additional \$150 for honorarium and incidental expenses
3. Hotel and meal expense for the Bible Message speaker plus an additional \$250 to \$400 for honorarium and incidental expenses, dependent on the normal local honorarium for an interim church speaker
4. Hotel and meal expenses for International Outreach Ministry speakers and other internationally approved Gideon presenters (usually a member or past member of an international committee)

Additionally, \$50.00 should be allocated for incidental expenses (per international policy, no honorarium should be given to Gideon participants).

5. Printing of programs, and printing and postage for promotional materials
6. Audio and/or visual equipment rental
7. Meeting room charges

B. Church Ministry Program

1. Meeting rooms, mileage, food, and lodging to support state-sponsored Church Relations Days
2. Expenses to support state-sponsored church presentation and speaker training

C. Faith Fund Program

1. Expenses of Faith Fund Rally speakers and meeting room expenses
2. Credit for meals paid for by attendees at rallies

Meal prices should be established to cover all expenses of the Faith Fund Rally

3. Promotional material expenses, such as *Countdown 100*

D. Membership Program

1. Expense of dinners for prospective Gideons at Camp Development Plans
2. Printing and postage expense for letters and postcards used in Camp Development Plans
3. Expenses incurred for telephoning pastors and prospects for Camp Development Plans
4. Speaker and meeting room expenses for Camp Development Plans

Allow \$1,500 per Camp Development Plan for budgeting purposes. Expenses for Annual Membership Dinners and Individual Enlistment are borne by individual camps

E. GideonCard Bible Program

1. Cost of GideonCard supplies for state-sponsored Church Relations Days
2. Expenses of meeting rooms for state-sponsored GideonCard training events

F. Scripture Distribution Program

Incidental expenses of both state-sponsored and USA Metropolitan Scripture blitzes

G. State Cabinet Member Activities

1. Cabinet meeting expenses
2. Mileage for state cabinet members to and from state cabinet meetings at the rate established by the International Finance Committee
3. Other expenses not related to the five major programs
4. Expenses of the state president to attend the biannual International Presidents Conference
5. Expenses of other state cabinet members to attend special meetings and conferences
6. Expenses of a state officer (usually the state president) attending International Convention
7. Camp visitation and training expenses by cabinet members or other authorized members
8. Printing the state prayer calendar
9. Printing state stationery and envelopes

H. Zone or State Conferences, Rallies and Retreats

Approved expenses for speakers, travel, accommodations, etc.

Note: By policy, non-USA Gideons should not be invited to participate in these functions unless they are current or former international or national officers who are already in the USA because of attending an international meeting.

The meal prices for these functions should be set so the final cost of the zone or state conference, rally, or retreat should not exceed \$0.50 per Gideon in the state or zone.

I. State Publications, State Editor, and State Webmaster Expenses

1. Incidental expenses of the state editor and state webmaster,

such as phone calls to state cabinet members, special connection fees, mileage to and from assigned Gideon functions (reimbursed at the most recent rate approved by the International Finance Committee), meals, overnight accommodations when necessary, etc.

2. Printing, addressing, and postage costs for state newsletter or promotional mailings

Note: A nominal fee, not to exceed the cost of production, can be charged to help defray the expense

The cost of printing a four-page paper on 11"x17", 70# paper stock should not exceed \$2.00 per Gideon in the state, exclusive of addressing and postage.

Purchasing capital equipment, such as video projectors, sound systems, computers, etc., should be considered only after prayer and assurance that all other promotional work is properly funded. An important part of the consideration is the useful life of the equipment and the cost and availability of its maintenance. Renting equipment is often a better alternative in view of rapid technological changes. For equipment conformity, state associations should use the International Headquarters Procurement Division to purchase capital equipment. The decision to purchase such items is subject to the approval of the state cabinet with final approval by the USA zone trustee.

NATIONAL ASSOCIATIONS

The authority for establishment of a national association is provided in Article 12 of the Bylaws of the Association. National associations are defined on the basis of having met certain criteria on membership (minimum number of camps and members), the establishment of a national office with a paid staff, and an elected cabinet. A national association will operate independently within the governance and management guidelines established by the International Cabinet. The following countries are identified as national associations:

Qualified National Associations:

- Australia
- Finland
- Germany
- Japan
- Korea
- Norway
- Republic of China (Taiwan)
- South Africa

Supported National Associations:

- Brazil
- Iceland
- India
- Nigeria
- Philippines

A *qualified* national association is one that maintains certain requirements for representation on the International Cabinet. Eight of the above countries are qualified national associations and are classified in a tier structure as defined below. Iceland is a national association; however, based on its size and development, it is not regarded as “qualified” within the tier structure.

The tier placement is based on membership, Scripture funds, Scripture distribution, financial maintenance of a national headquarters and associated bodies and functions, and the contribution to the International Outreach Fund. The following criteria, which must have been met and maintained for two consecutive years, are used to determine the tier structure of a national association:

Tier I – In order to qualify as a Tier I national association:

1. The membership must be at least 2,500 Gideons.
2. The total number of camps must be at least 100.
3. The association must raise at least \$1,000,000 (USD) annually in Scripture funds, of which at least 50% is designated for the International Outreach Fund. The tier threshold requirement for Scripture funds raised increases 1% each year.
4. The association must distribute Scriptures annually in an amount not less than 1.5% of the population of the country.
5. The association must provide adequate funding to maintain a full-time national executive director, national headquarters, support staff, national cabinet, national constitution, and an annual national convention.
6. The association must fully accept and implement all approved international programs.

A Tier I national association is entitled to have an International Trustee elected to the International Cabinet on a permanent basis. A Tier I national association may recommend a member to be appointed on the International Outreach Committee and is eligible

for participation in International Scripture Blitzes.

Tier II – In order to qualify as a Tier II national association:

1. The membership must be at least 1,000 Gideons.
2. The total number of camps must be at least 50.
3. The association must raise at least \$250,000 (USD) annually in Scripture funds, of which at least 20% is designated for the International Outreach Fund. The tier threshold requirement for Scripture funds raised increases 1% each year.
4. The association must distribute Scriptures annually in an amount not less than 1% of the population of the country.
5. The association must provide adequate funding to maintain a full-time national executive director, national headquarters, support staff, national cabinet, national constitution and an annual national convention.
6. The association must fully accept and implement all approved international programs.

A Tier II national association is entitled to have an International Trustee elected to the International Cabinet on a rotating basis as prescribed by the International Cabinet. In those years that a Tier II national association does not have a sitting trustee, it is entitled to have an international advisory trustee. The advisory trustee will have voice but no vote on any matter brought before the Cabinet. The term of office for a Tier II national association trustee includes the time served both as a sitting trustee and as an advisory trustee inclusively. A Tier II national association may request the appointment of a member to the International Outreach Committee and can suggest Gideons for International Scripture Blitzes.

A *supported* national association is one that does not meet the standards for either of the above tier structures but may have a national representative who, at the invitation of the international president, may attend International Cabinet meetings. The national representative will have voice but no vote on any issue presented to the Cabinet. The representative to the Cabinet generally serves as the national association president and is recommended to the International Cabinet by the International Executive Committee. Supported national associations are not expected to raise the funds to supply all their Scripture needs; therefore, they may participate in the 50%

allocation of Scripture funds from church presentations and the GideonCard Bible Program designated for the international ministry. Supported national associations may receive partial funding through the International Outreach Fund, which is described later under the International Outreach Ministry.

The Organization Chart for National Associations of The Gideons International (Item 997NA) illustrates the relationship between the international association and the national association as well as the overall organizational structure for national associations.

The management function of national associations may vary according to the size of the association, but all follow the pattern illustrated on the National Associations Gideon Officer Management Chart (Item 998NA) in this section.

The International Cabinet will review the criteria for all national associations not less than every five years and may change a country's tier status based on the review. The International Cabinet has adopted a policy that the establishment of a national association structure should not be promoted for any country. This policy allows for national association status to be developed naturally as the Gideon ministry expands and grows within a country.

When a member relocates from one national association country to another, he may request that the headquarters of the association in which he holds membership send his original application, or facsimile, with cover letter to the headquarters of the association to which he wishes to transfer. When a Gideon transfers his membership from one Gideon country to another, he then pays dues to the association to which he is transferred, and is eligible to hold office and participate as a member of whatever camp he is assigned. If a Gideon of one country moves to another country, but desires that his Gideon membership remain in the original country, he will continue to be assigned to his camp in the original country, but his mailing address can be changed to the second country. In such case, he will be given the privileges of fellowship with the camp in the second country but will not be eligible to hold office, vote in elections, or otherwise participate in the business of the resident association or camp. Any such transfer of membership is contingent upon the Gideon's retention of his membership qualifications.

GUIDELINES FOR QUALIFIED NATIONAL ASSOCIATIONS IN SELECTING NOMINEES FOR TRUSTEES ON THE INTERNATIONAL CABINET

Appropriate guidelines have been established for qualified national associations to use in selecting nominees for trustee (international trustee, international trustee designate and international advisory trustee) on the International Cabinet to be elected at the International Convention, as follows:

1. Trustee from the qualified national association must attend all meetings of the International Cabinet (normally three per year).
2. Trustee from the qualified national association must attend the annual Convention of The Gideons International.
3. Trustee from a qualified national association visits International Headquarters for two days of orientation and travels with Headquarters personnel, carrying out appropriate field work during the first year of his initial term (length of time and choice of dates to be mutually agreed upon).
4. Trustee from the qualified national association must have had prior experience in leadership, preferably as a national cabinet member. He cannot otherwise concurrently serve as a national cabinet member or national committee member.
5. Trustee from the qualified national association should be selected for nomination by his national cabinet.
6. Trustee from the qualified national association should be familiar with and prepared to fulfill the duties and responsibilities of an international trustee as listed in the *The Gideons International Guide Book*.
7. Trustee from the qualified national association will attend the national Executive Committee and national cabinet meetings in his country.

MINIMUM MEETING RESPONSIBILITIES FOR INTERNATIONAL OFFICERS AND TRUSTEES

In order for a member of the International Cabinet to fulfill the functions of his office, his minimum responsibilities with respect to participation are:

1. Attendance at Meetings

- a. All meetings of the International Cabinet
- b. The annual Convention of The Gideons International
- c. Appropriate international committee meetings and special cabinet assignments
- d. International Presidents Conference when held
- e. National or state meeting or retreat when held
- f. Each meeting of the national cabinet and national executive committee (national association trustees)
- g. At least two meetings, in addition to the annual Convention, of each state association leadership team (USA trustees)

2. Time Management

Attendance at meetings alone is not a guarantee that the time spent will be used to the fullest. After making a major effort to attend a meeting, the international officer or trustee must insure that the time spent is used wisely and effectively, by:

- a. Having in mind clearly defined objectives for the meeting
- b. Making necessary preparations by letter, email, or telephone prior to the meeting
- c. Confirming all necessary details and specific assignments for the meeting, including a written agenda
- d. Taking the initiative to secure cooperation of Gideons and other attendees

3. Selectivity and Initiative

It is quite normal for international officers and trustees to be besieged with requests to attend meetings, particularly as banquet speakers. While these activities are important, participation in them must be secondary to the meetings outlined above. This means that the international officer or trustee must exercise a high degree of selectivity in accepting such invitations. Priority should always be given to those meetings that will help fulfill the exclusive functions

of his office, bearing in mind no other Gideon in his zone or national association can do this for him.

There is also the matter of initiative. An international officer or trustee cannot afford to accept complacency and substandard performance on the part of those under his authority. He must take the initiative toward corrective action. For example, if a member of a national or state association cabinet is not doing the proper job, and the trustee cannot correct the situation by mail, email or telephone, he should take initiative to meet with the national or state association president to remedy the situation. Such meetings should come about because of necessity and evolve at the initiative of the trustee, himself.

THE CAMP

The camp is the basic operating unit through which individual members can most effectively engage. A camp may be organized where there are at least six Gideons. When a man joins, he becomes a member of The Gideons International, not a state or national association. His membership is then assigned to a camp in his community and can be transferred to another camp if he relocates, unless he prefers to retain his previous camp affiliation. Although The Gideons International is an Association in and of itself, its members must first be members in good standing of a local evangelical, protestant church; hence, like the church, it can be said that the ultimate head of the Association is the Lord Jesus Christ. Our existence must honor and glorify Him at every level.

Inasmuch as all international programs are implemented locally throughout the worldwide ministry, the camp is the fundamental and most important organizational unit. It must be understood and accepted by the membership that a camp, including its geographic territory, is organized and functions within the parameters established by the state association (USA), national association, or the International Outreach Committee, all of which operate under the governance of the International Cabinet. Gideons do not go into other camp territories to place Scriptures, make church presentations, etc., without the express permission of the other camp. A camp does not set its own organizational structure, policies, and procedures, but conforms to those that are prayerfully and carefully established by the International Cabinet. The uniqueness of The Gideons International is that it operates the same way worldwide.

The camp cabinet, consisting of all officers and program chairmen, plans and executes all meetings and other activities of the camp. The organization of the camp cabinet is shown on the Gideon Cabinet Management Chart (Item 540). It should be noted that the proper organizational authority may alter the composition of the camp cabinet depending on unique circumstances; for example, the GideonCard Bible Program is not viable in many countries, so there would be no GideonCard chairman on the camp cabinet.

Planning camp meetings, Scripture distributions and other activities is a major function of the camp cabinet. The Camp Meeting and Event Planner (Item 125), or the online equivalent, is used as a systematic approach to the strategic planning process within the camp, which is a necessity to attain goals. The camp cabinet (including the Auxiliary) holds a special planning session annually during the spring to plan its meetings and events for the coming fiscal year. Goal setting at the camp level is done online using *theConnection*.

CAMP MANAGEMENT, ELECTIONS & TERMS OF OFFICE

The management framework of a camp is defined by Article 10 of the Association Bylaws. Camp management in the USA is executed by five officers elected by the camp membership at large (president, vice president, secretary, treasurer, and chaplain). These five are commonly referred to as the primary cabinet. Additionally, five program chairmen (Church Ministry, GideonCard, Scripture Distribution, Faith Fund, and Membership) are nominated by the camp president and elected by the primary cabinet. These ten officers comprise the camp cabinet. Additionally, a camp webmaster may be appointed by the president and approved by the cabinet. The webmaster is accountable to the camp secretary, but is not a member of the camp cabinet; thus the camp webmaster has neither voice nor vote at cabinet meetings.

Camp management for the Auxiliary is similar except the Auxiliary has fewer officers. The camp president is responsible for the organization, function and welfare of the camp Auxiliary. The camp Auxiliary president, vice president, secretary-treasurer, and chaplain are elected annually by the camp Auxiliary membership. The Auxiliary Scripture secretary and GideonCard liaison are nominated by the Auxiliary president and elected by the Auxiliary cabinet. These six comprise the camp Auxiliary cabinet.

All camps are to hold annual elections for both Gideons and Auxiliary conducted by the area director or his qualified designee. Any officer must be a

member in good standing; i.e., membership dues must be current and they cannot be under any form of discipline. Officers serve for one-year terms until their successors are elected. Primary cabinet officers may serve for a maximum of three successive terms, but program chairmen are not limited to the number of terms they may serve.

In conducting the elections, the area director or his designee should follow the procedure outlined below:

1. Begin with a short season of prayer for God's direction.
2. Briefly review the responsibilities of the camp president (and for each succeeding elected office, in turn), and then ask for and receive nominations for camp president.
3. If there is only one nomination, then ask for a motion that the candidate be elected by acclamation and the secretary be asked to cast a unanimous ballot for the candidate; then ask for a second to the motion if there is none already voiced. After the motion is made and seconded, have a short prayer and ask anyone who wishes to make any further nomination for that office to be standing at the close of prayer. If there are no other nominations, ask for a vote on the motion to elect by acclamation; if the motion passes, the election is completed.
4. If there is more than a single nomination and there are no further nominations, then a motion should be made and seconded to close nominations. After the motion is seconded, have a brief prayer and ask those present to close their eyes and raise their hand when the name of the individual for whom they wish to vote is called. This procedure is commonly referred to as a "sleeper" ballot. A candidate must receive a majority of the votes (greater than 50%) to be elected. If no candidate receives a majority, then drop all but the three having the highest number of votes and take a second "sleeper" ballot. Drop the one receiving the lowest number of votes and take a third "sleeper" ballot. The candidate receiving the majority of votes is then elected.
5. Follow the same procedure for the remaining elected officers – vice president, secretary, treasurer (secretary-treasurer for the Auxiliary) and chaplain.
6. Ask the elected officers to retire to a private location and elect the remaining camp cabinet. Thus, the remaining cabinet members are elected.

Program chairmen also serve for one-year terms until their successors are appointed, but are not subject to a three-term limitation, thus maintaining program continuity from year to year. However, there should always be a designated member who has the attributes necessary to carry on program continuity should any program chairman become unable to serve for any reason.

Results of camp elections should immediately be communicated either on the Camp Officer Election Report (Item 520) or on *theConnection* by the camp secretary to:

1. State Secretary
2. Area Director
3. State Auxiliary Secretary-Treasurer
4. Auxiliary Area Director
5. The Gideons International, P. O. Box 140800, Nashville, TN 37214

Results of officer elections are most easily and efficiently communicated electronically on *theConnection*.

A vacancy in a camp office may be filled by appointment of the camp president with concurrence of the camp cabinet. A term of office is understood to cover part of a term to fill a vacancy.

CAMP OFFICERS' INSTALLATION

This service is to be moderated by the Gideon area director or his qualified designee and is to be held immediately after the elections using the following outline:

- A. Brief (2 min.) challenge to all newly elected officers and other camp members. Use Romans 12:1-2 or another appropriate Scripture. This brief challenge could be given at the conclusion of the installation service rather than at the beginning.
- B. Introduction of camp officers
 1. Camp President
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to him
 - c. Specific prayer (30 sec.) by a selected camp member

2. Camp Auxiliary President
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to her
 - c. Specific prayer (30 sec.) by a selected Auxiliary in the camp
3. Camp Vice President
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to him
 - c. Specific prayer (30 sec.) by newly elected camp president
4. Camp Auxiliary Vice President
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to her
 - c. Specific prayer by newly elected camp Auxiliary president (30 sec.)
5. Camp Secretary
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to him
 - c. Specific prayer (30 sec.) by newly elected camp vice president
6. Camp Treasurer
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to him
 - c. Specific prayer (30 sec.) by newly elected camp secretary
7. Camp Auxiliary Secretary-Treasurer
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to her
 - c. Specific prayer by newly elected camp Auxiliary vice president (30 sec.)
8. Camp Chaplain
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to him
 - c. Specific prayer (30 sec.) by newly elected treasurer
9. Camp Auxiliary Chaplain
 - a. Basic responsibilities (1 min.)
 - b. Commend a verse of Scripture to her
 - c. Specific prayer (30 sec.) by newly elected camp Auxiliary secretary-treasurer

10. Program chairmen elected by the primary Gideon and Auxiliary officers should be asked to stand together, a challenge be given to them to be diligent in executing the program for which they have been appointed, a verse of Scripture be commended to them as a group, and a specific closing prayer by the Gideon who conducts the elections.

MONTHLY CAMP MEETINGS

This monthly experience of fellowship, personal development, and spiritual growth is intended to foster engagement with other members in preparation for what God is doing in the life of the camp, as members "strive side by side for the faith of the Gospel."

Portions of the monthly camp meeting may be conducted with Gideons and Auxiliary together or separate. Some camps find it advantageous, especially for Auxiliary considerations, to conduct a separate prayer time even when the rest of the meeting is held jointly.

Through this event, members around the world will be encouraged to conduct missional activities at similar times. This will enable prayers to be focused on these events collectively, and the move of God will be manifested, as members join with Him in executing the work of The Gideons International.

Coordinated resources are available for download, equipping the camp president to moderate and promote participation in this monthly event. Camp leadership should take time to address the members on camp activities and communicate missional events around the world. In doing so, camp members will develop a sense of urgency to win the lost for Christ.

Members of the leadership team should be invited to address particular program subjects and assist with camp activities when appropriate. For assistance in developing monthly camp meetings that include a program leader or other state or national leader, the camp president should contact the area director.

Under the leadership of the camp president, the camp Auxiliary president, with guidance from the camp Auxiliary cabinet, may occasionally choose to conduct training specific to the work of Auxiliary during a monthly camp meeting or invite the appropriate Auxiliary leader for assistance.

The camp president may, at his option, choose to have another Gideon moderate any part of the monthly camp meeting. Members should be encouraged to share testimonies of their personal witnessing experiences during the dinner/fellowship time.

Sample Monthly Camp Meeting Agenda

Welcome Guests and Introductions (up to 3 min.)	Camp President
Invocation (up to 2 min.)	Camp Chaplain
Meal/Fellowship (up to 40 min.)	
Devotion (up to 5 min.)	Camp Chaplain
Latest News/Developments (up to 5 min.)	Camp President
Gideon and Auxiliary Prayer Time (up to 15 min.)	Joint or Separate
Educational Session (up to 20 min.)	Camp President
Faith Fund Challenge/Offering (up to 5 min.)	Camp Faith Fund Chairman/Camp Treasurer
Camp President's Time (up to 15 min.)	Camp President
Testimony Share Time (up to 10 min.)	Camp President
Closing Prayer	Camp Chaplain

WEEKLY PRAYER MEETING

The weekly prayer meeting is 30 minutes in length and moderated by the camp chaplain. Consisting only of Bible reading and prayer, there should never be any preaching, Bible study, or doctrinal comments.

Camps generally use the New Testament portion of the Daily Bible Reading Calendar (Item 414) for Scripture reading with each Gideon reading a verse at a time until the entire passage is read. Scripture reading is done from a Gideon-approved version of Scripture. It is generally helpful if a single version is used by all in attendance; therefore, the camp chaplain may have a supply of New Testaments available for attendees. Camp members may also download the TGI-Member App which contains all necessary prayer meeting materials.

After Scripture reading, all those present should be given an opportunity to express prayer requests, which should be restricted to Gideon activities, pastors and churches, and immediate personal concerns. This is not the time to voice prayers for healing, extraneous physical needs, or other matters far removed from those in attendance. It is not the function of the camp to supplant the prayer ministry of members' churches.

It is useful to pray for the item(s) on the International Daily Prayer Calendar (Item 411), the prayer calendar produced by the state association and other officially produced prayer calendars (e.g., the International Convention prayer calendar). Also use prayer requests on *theConnection* for those traveling worldwide on behalf of the Gideon ministry.

Verbal prayer should always be entirely voluntary. No one should feel obliged to verbalize a prayer just because it's his turn when the camp is praying in order around a circle or a table. The camp chaplain should emphasize a statement, such as, "Please pray aloud as you feel led, and I will close at the appropriate time." The common Gideon prayer posture in the USA for many years is to kneel for prayer; however, no one should be made to feel uncomfortable due to their inability to kneel.

Sample Prayer Meeting Agenda

Moderator – Camp Chaplain

Brief opening prayer (1 minute)

Scripture reading (use New Testament portion of Daily Bible Reading Calendar) (6 minutes)

Gideon related prayer requests (use international, state, and camp prayer calendars) (5 minutes)

Prayer (on knees if possible) (14 minutes)

Scripture memorization (verse taken from Item 404) (1 minute)

Testimony (2 minutes) Camp Chaplain or selected member—local testimony recommended

Announcements (1 minute)

Breakfast and fellowship (for those who are able to attend)

“Rejoice always, pray without ceasing, give thanks in all circumstances; for this is the will of God in Christ Jesus for you.” – 1 Thessalonians 5:16-18

SERVICES AT JAILS AND RESCUE MISSIONS

For many years, Gideons have conducted evangelistic services at penal institutions and rescue missions with permission of proper authorities. Such services may consist of sharing personal testimonies, Gospel music, prayer, preaching the Gospel, spiritual counseling, invitations to receive Jesus Christ as Savior, etc. Controversial doctrinal matters (baptism, laying on of hands, speaking in tongues, catechism, etc.) should always be avoided.

Since immediate access to those in penal institutions may be limited, Facilities Testaments may be given en masse to them; however, in rescue missions they are only given to individuals who have been counseled personally. Facilities Testaments are charged to the Camp Scripture Fund.

NOTIFICATION OF DEATH

The camp chaplain is responsible for promptly notifying the state chaplain, state Auxiliary chaplain, and International Headquarters upon the home-going of any Gideon or Auxiliary in the camp. He should include the

decedent's name, camp number, and membership number if possible. He should also include the name, address, and relationship of the next of kin, and whether the next of kin is a member of The Gideons International.

A simple way to report the death of a member is to use the Deceased Member Report (Item 106) found on *theConnection*. Go to Camp Activities, Camp Admin, Camp Tools. The report can be completed online and emailed to the necessary individuals.

Upon receipt of this information, the name of the deceased will be included in the "With the Lord" section of *The Gideon* magazine. International Headquarters will also forward that information to the international chaplain or international Auxiliary chaplain so they may send a letter of condolence and encouragement. Camp members should minister to the bereaved locally and personally.

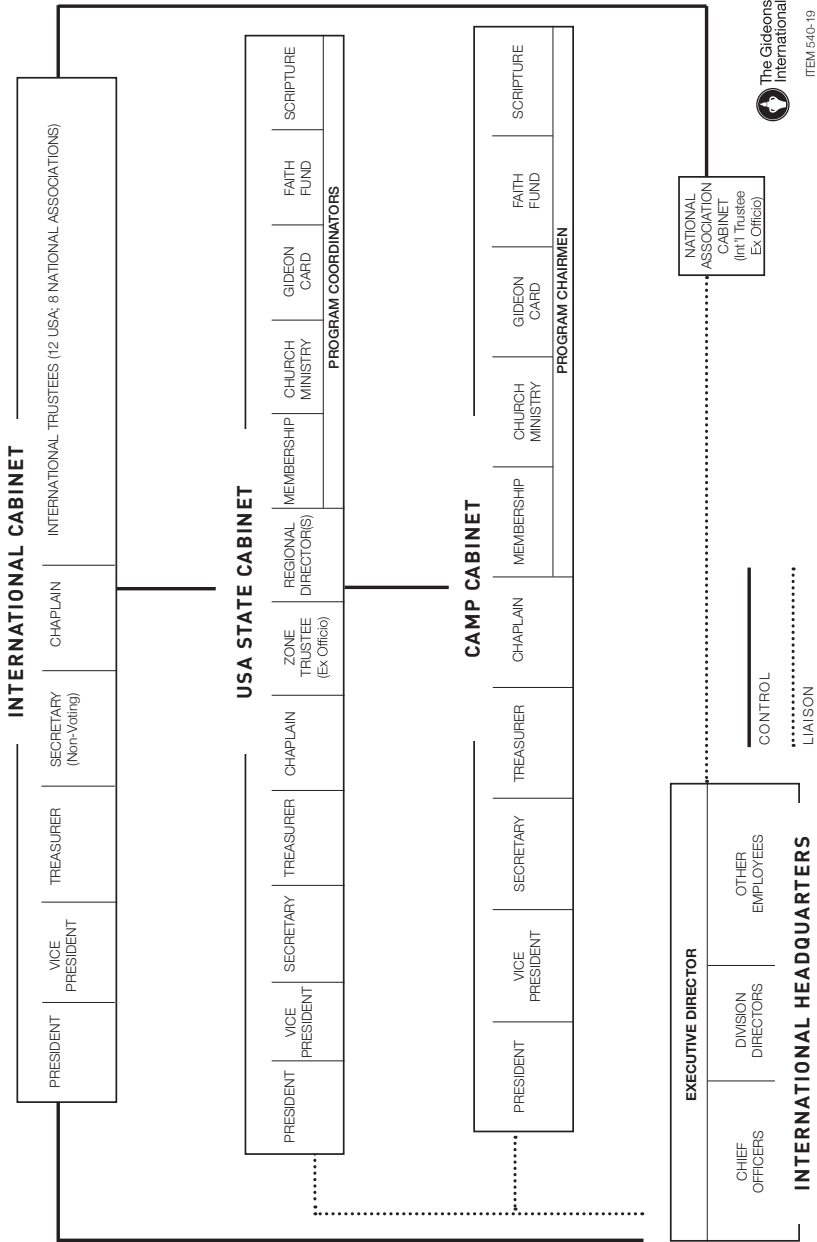
CHANGE OF ADDRESS

Gideons should notify International Headquarters promptly of any change in their mailing address since it takes about a month to effect a correction in *The Gideon* magazine mailing data. Addresses are more efficiently changed in a member's personal profile on *theConnection*.

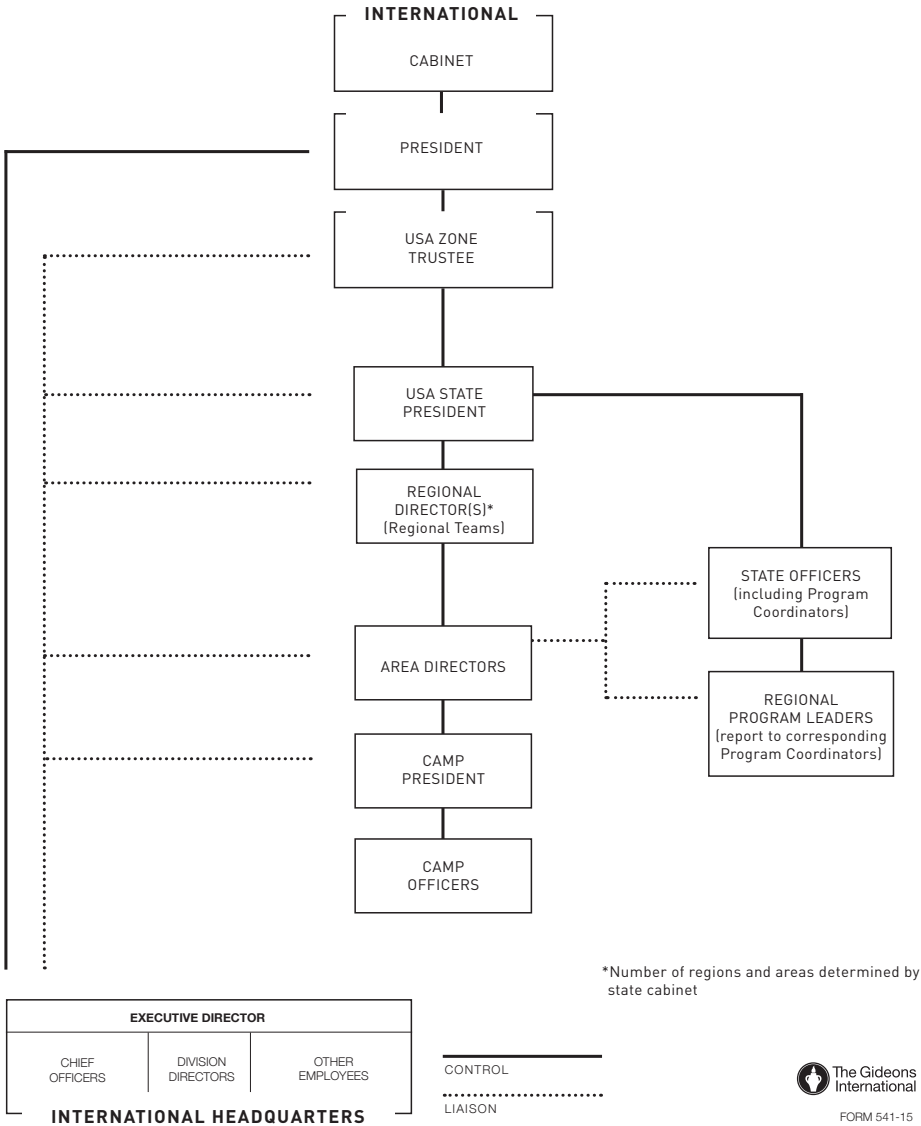
ADDITIONAL INFORMATION

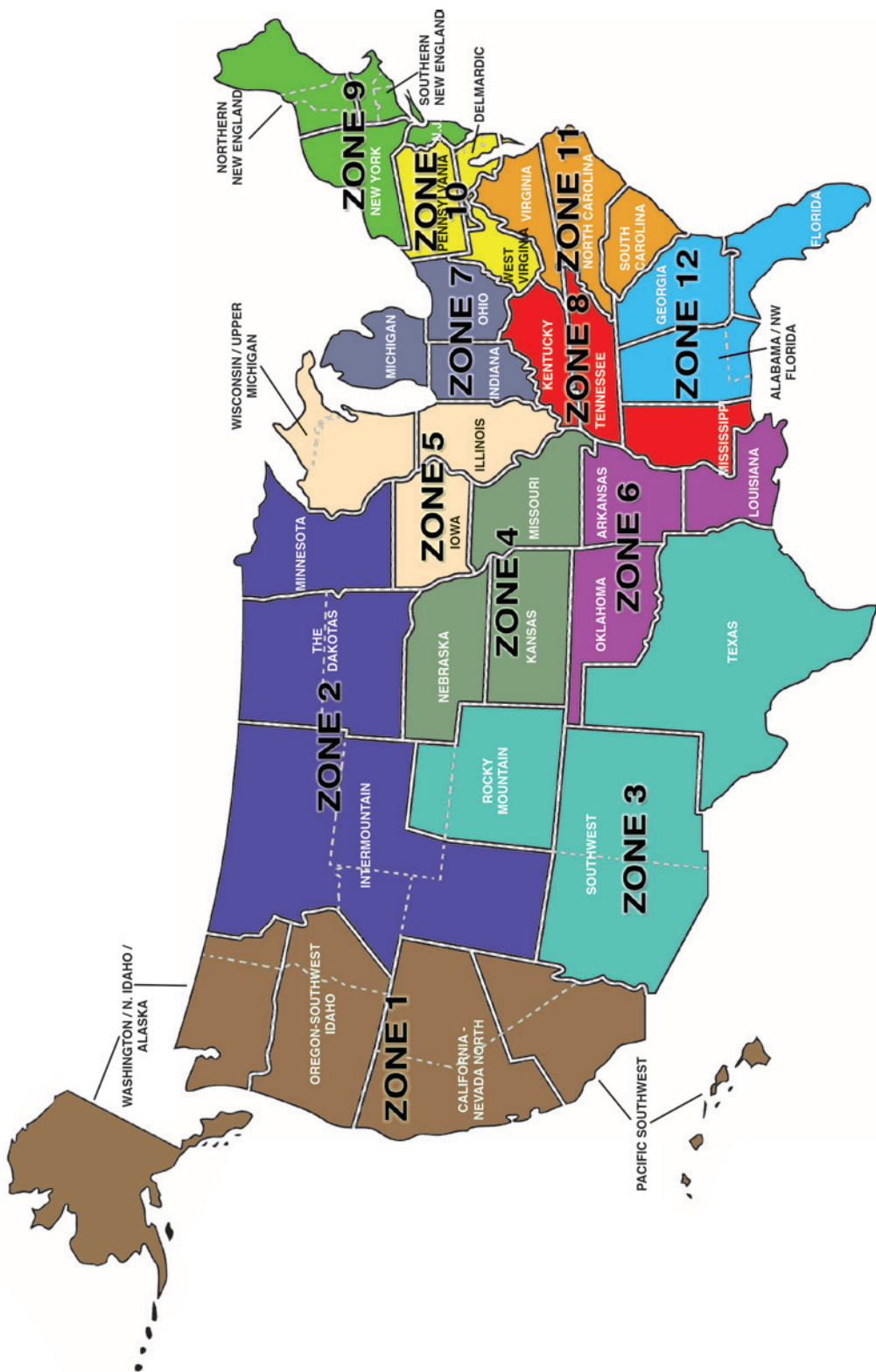
A detailed description of camp organization and functionality is found in the *Camp Management Manual* (Item 133), which should be used by all camp cabinets to guide their activities.

CABINET MANAGEMENT CHART (USA)



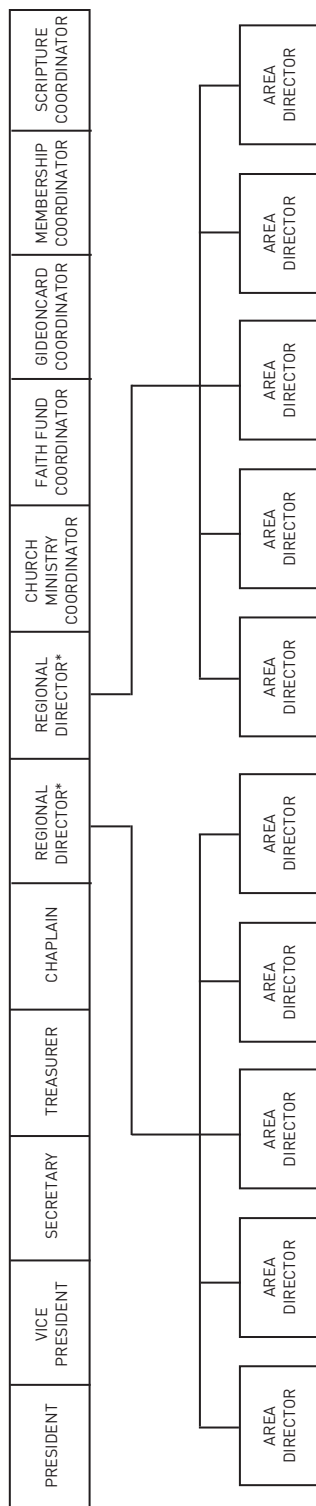
OFFICER MANAGEMENT CHART





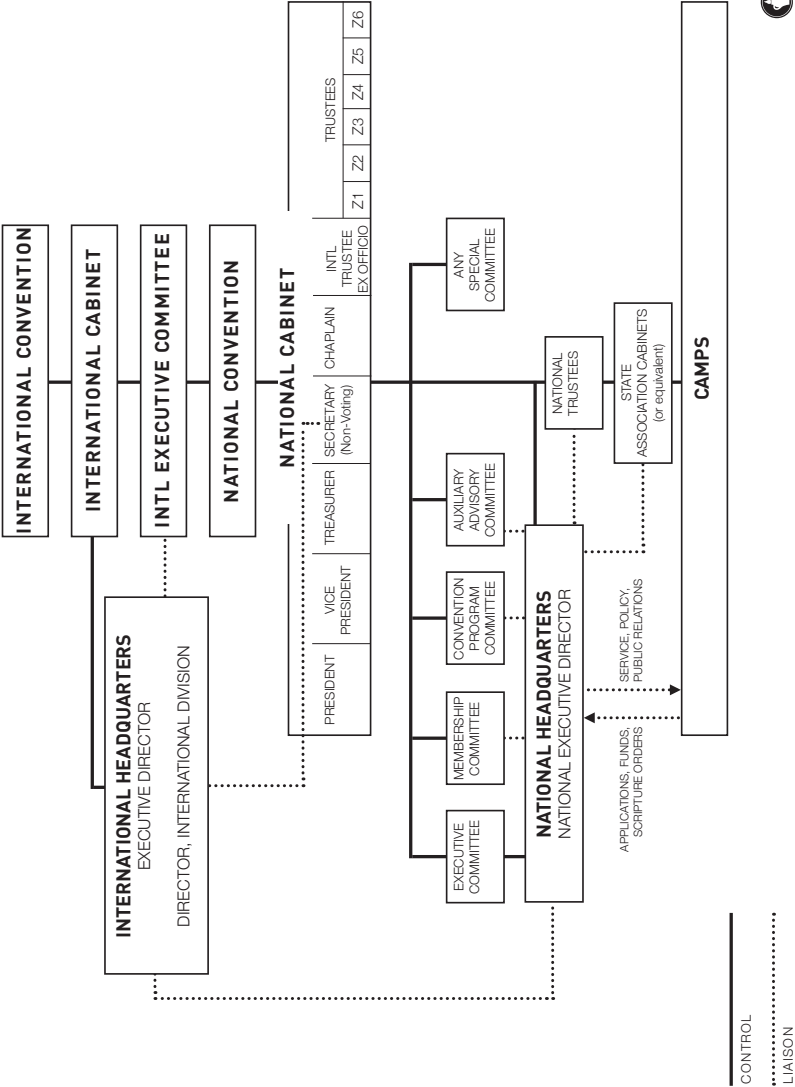
STATE ASSOCIATION CABINET

Management



NATIONAL ASSOCIATIONS GOVERNANCE CHART

FOR THOSE WITH STATE ASSOCIATIONS OR EQUIVALENT

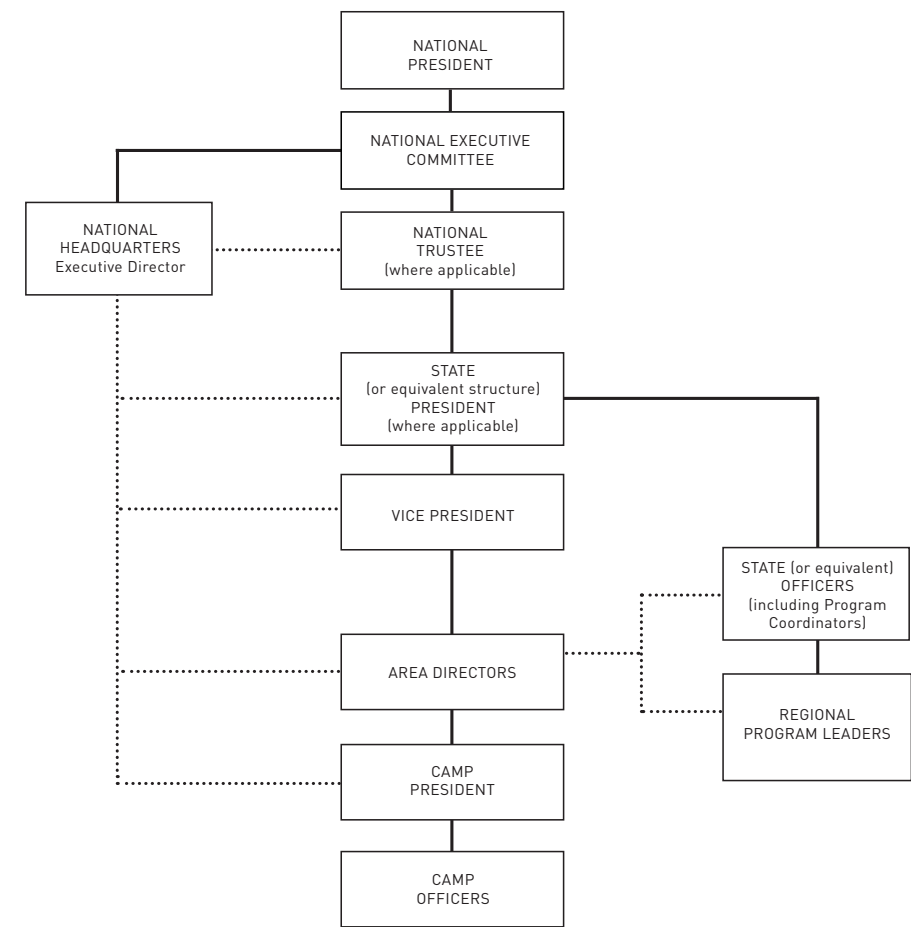


The Gideons International Guide Book



NATIONAL ASSOCIATIONS

OFFICER MANAGEMENT CHART



SOLID LINE
CONTROL

DOTTED LINE
LIAISON

INTERNATIONAL OUTREACH MINISTRY

The International Outreach Ministry is defined as all countries, territories, or possessions not identified as national associations. They are overseen by the International Outreach Committee (IOC); thus, these are known as international outreach countries. The IOC is one of the five standing committees of the Association appointed by the international president, subject to approval by the International Cabinet; hence, the IOC is delegated with authority from the International Cabinet and is responsible to the Cabinet.

The IOC is charged with general responsibility of overseeing the work of The Gideons International in these countries. To that end, the committee maintains proper relations, establishes policies and principles for the international outreach countries, and renders financial aid according to those policies and principles. In rendering financial assistance, the IOC considers the funds available in the International Outreach Fund and the needs in the recipient country.

The committee, as presently constituted, has six members from the USA and three members from qualified national associations. One member serves as chairman of the committee. The chairman supervises the overall work of the committee, takes assignments to various regions as the need arises, and works closely with the executive director and International Division senior director at International Headquarters. Other members of the committee also take special assignments to various outreach countries for the purpose of training and encouraging camps, as well as enforcing the policies and procedures established by the International Cabinet.

Over the years, the number of Gideon countries has increased as God has opened doors to the uttermost parts of the earth. The unprecedented growth of the International Outreach Ministry is undoubtedly due to God's blessing.

ORGANIZATION OF NEW COUNTRIES AND CAMPS

It has been the policy of the International Outreach Committee (and it appears God has blessed this decision) that the expansion of the ministry of The Gideons should proceed in an orderly fashion, guided by the principle of possessing the land "little by little" (Exodus 23:30). The policy of the International Outreach Committee is that the organization of new camps, whether in existing or new Gideon countries, is reviewed at a meeting of the International Outreach Committee, and that an approved International Outreach Committee representative must be assigned and present when a

new camp is organized. This policy has ensured that there will be budget provisions for new camps, and those new camps and countries will be adequately supplied with Scriptures.

For many years, the International Outreach Committee has used certain guidelines to determine which countries are qualified for establishment of the Gideon ministry. It is believed that when God is opening the door for the ministry of The Gideons in a new country, conditions will generally be favorable in the light of these guidelines, as follows:

1. A reasonable degree of literacy
2. The Scriptures available in the language of the people
3. A degree of freedom from political obstacles
4. Existence of an evangelical, protestant nucleus
5. The cooperation of established Christian bodies
6. Opportunities to distribute or place Scriptures
7. A minimum of six qualified Christian business and professional men of good standing in their churches and communities who feel the call of God with respect to this outreach

The International Division functions under the purview of the executive director although management is delegated to the senior director, International Division. A worldwide team, including four directors and eleven regional directors, provide day-to-day oversight of the ministry in these countries.

Each of the eleven regional directors is responsible for one of the following defined geographic regions of the world, under the leadership of four directors:

Director

- Latin America North & Caribbean
- Latin America South
- Latin America Central

Director

- Europe West
- Europe East

- Europe Central

Director

- Africa South
- Africa North & Middle East
- Africa West

Director

- Pacific Rim
- Asia
- Restricted Access Countries

The organizational structure in international outreach countries is both function and management oriented. International outreach countries are categorized into one of four management models depending on the size of the ministry. (See organization charts on following pages.)

Countries with 2 – 29 camps have a leadership team that is headed by a national field coordinator appointed by and responsible to the regional director with approval of the International Outreach Committee. The leadership team is also comprised of coordinators for ministry programs, zone program leaders, a country treasurer, country chaplain, country webmaster, and a zone coordinator who provides direction to camps through camp training leaders. An Auxiliary coordinator has a liaison relationship to the country coordinators. To assist in the development and training of camps, the International Outreach Committee, with the concurrence of the Cabinet, appoints regional field officers who are assigned to regional directors. These regional field officers are expected to take two assignments per year, each lasting 14 to 21 days in length.

The same basic structural model is used in countries with 30 – 59 camps, with the exception that there is a field representative who heads the leadership team instead of a national field coordinator.

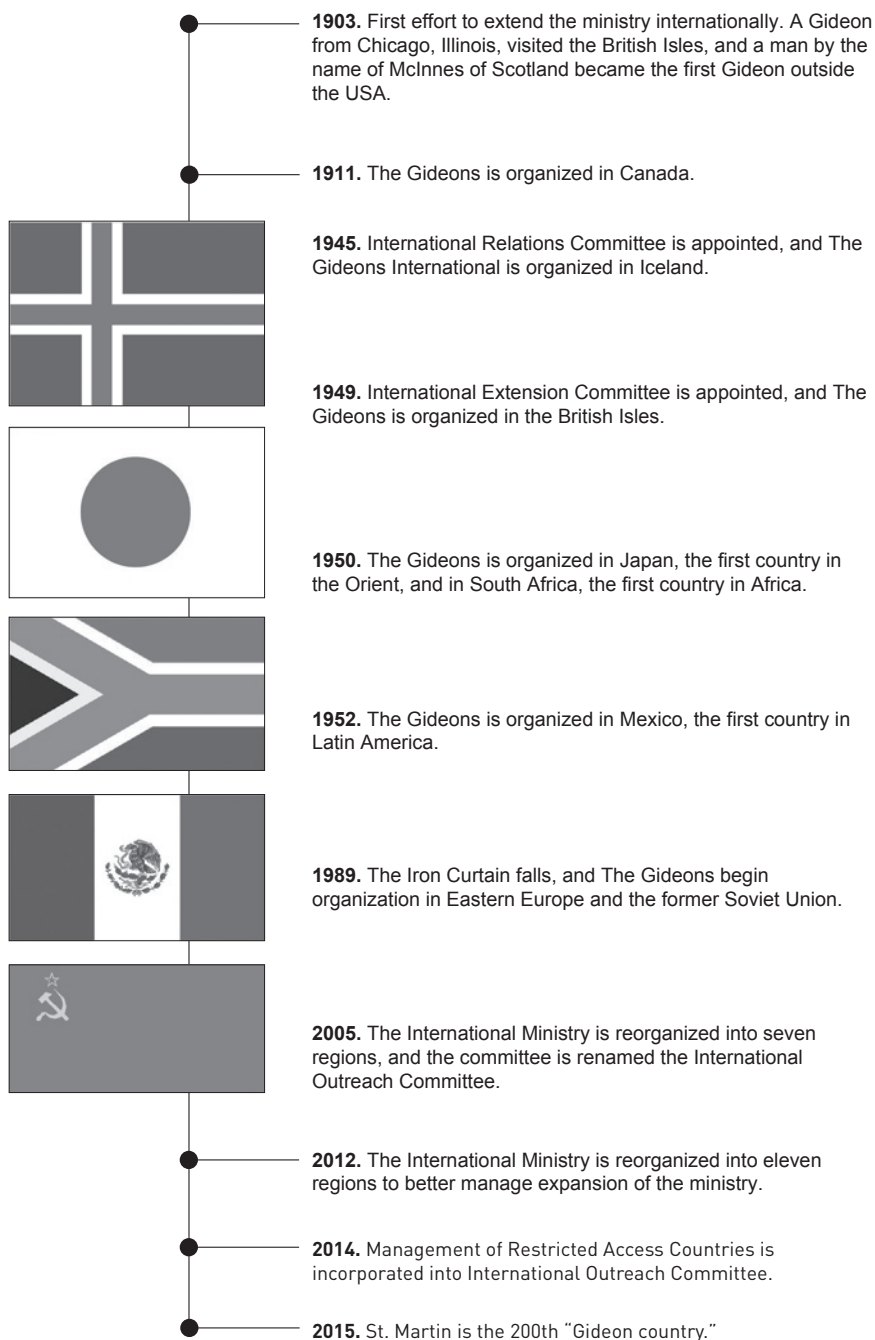
In countries that have 60 – 99 camps, two field representatives oversee the functions of the leadership team. As in the previous models, the zone coordinators provides direction to the camps through training leaders.

Countries with 100 – 149 camps have a national director, who provides direction for the field representatives in the same manner as in the 60 – 99 camp model. The national director is appointed by the In-

ternational Division Director and accountable to the regional director. Countries of this size have reached a degree of complexity such that the regional director, himself, does not have the resources to provide adequate direction; hence, the additional management layer is necessary.

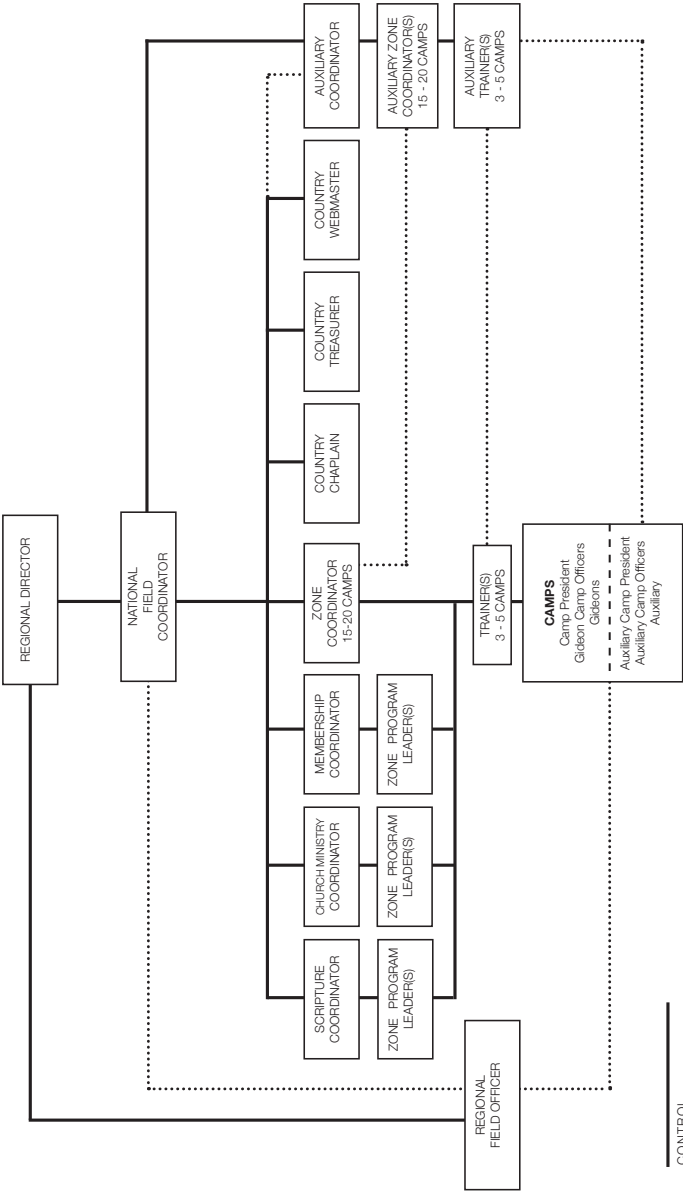
There are a few countries that have more than 150 camps and have reached a level of complexity that requires a more sophisticated model. In these situations, the national director may be supported by two associate national directors, who are assigned according to geographic regions. The associate directors, in turn provide direction to field representatives who interface with the rest of the organization. (See organization chart on following pages.)

HISTORY OF THE INTERNATIONAL OUTREACH MINISTRY



ORGANIZATION CHART 2-29 CAMPS

INTERNATIONAL OUTREACH

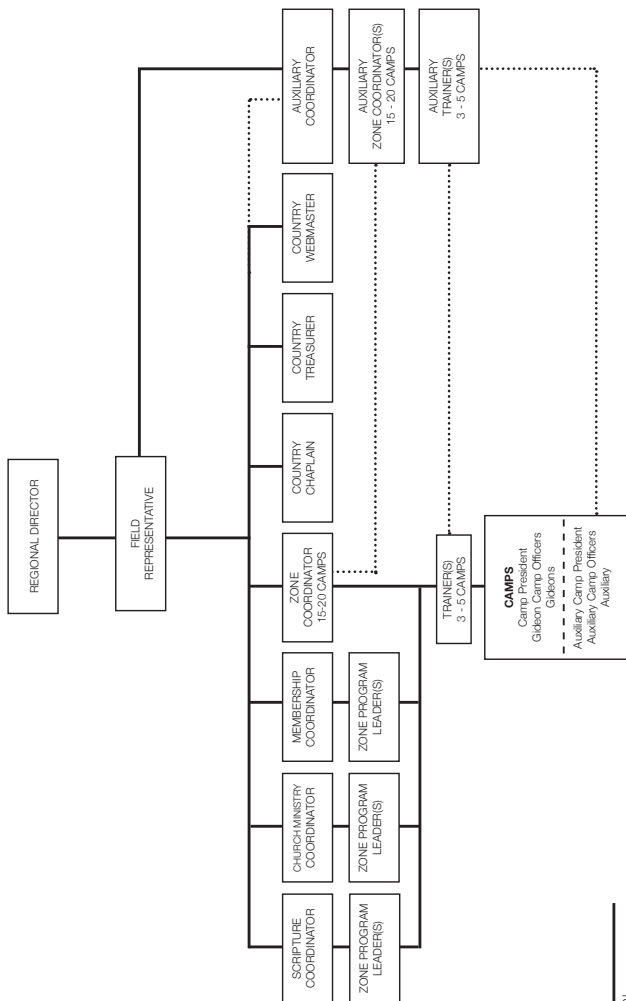


NOTE: One primary difference between this organizational structure and the one for 30-59 camps is the position of the national field coordinator



ORGANIZATION CHART 30-59 CAMPS

INTERNATIONAL OUTREACH



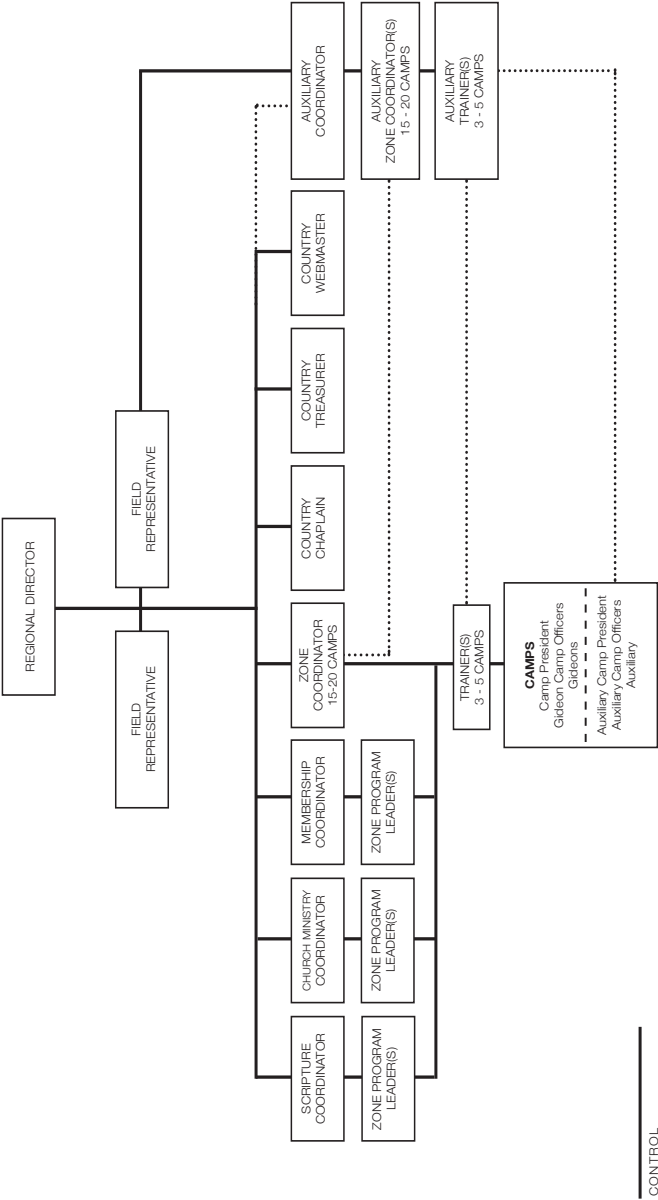
CONTROL
LIAISON

NOTE: One primary difference between this organizational structure and the one for 2-29 camps is the position of the field representative



ORGANIZATION CHART 60-99 CAMPS

INTERNATIONAL OUTREACH

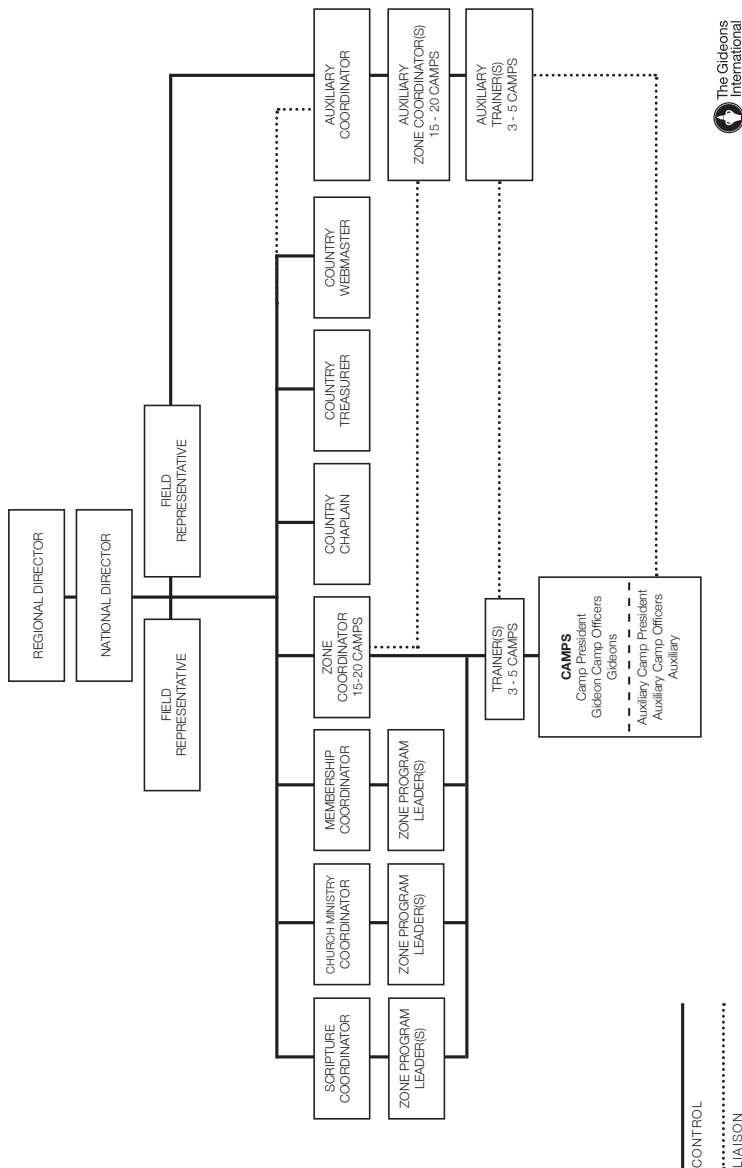


NOTE: One primary difference between this organizational structure and the one for 30-59 camps is the position of two field representatives



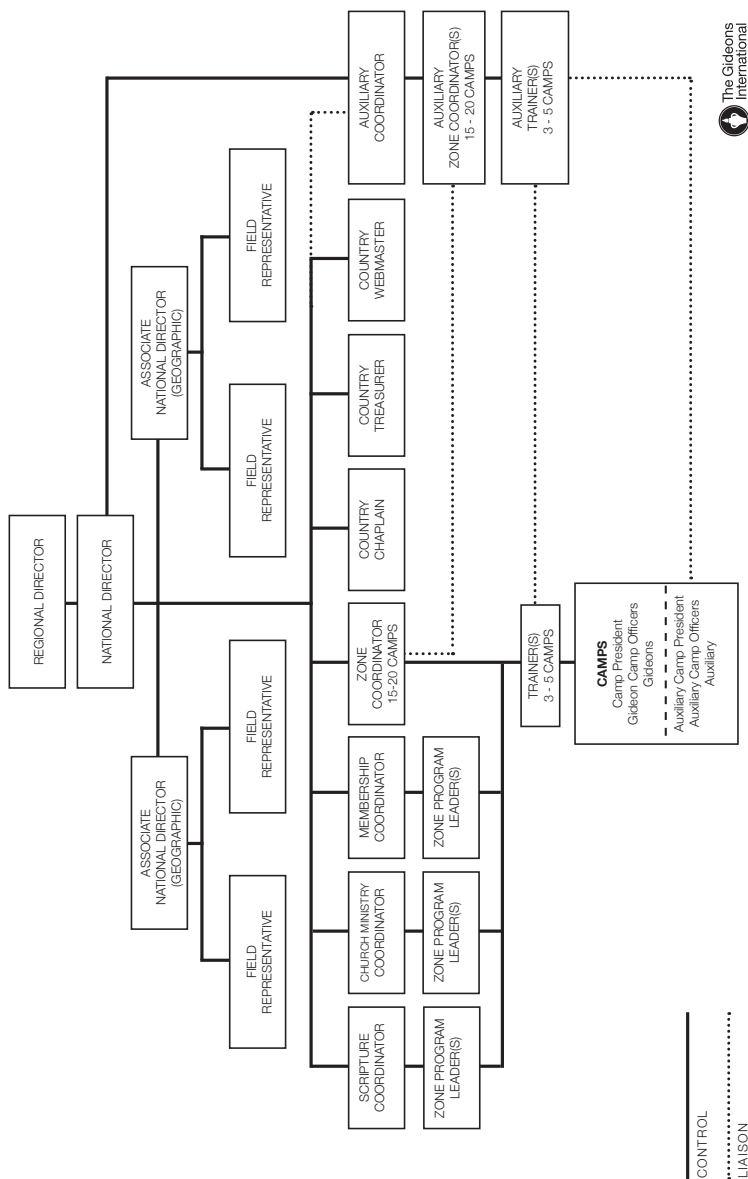
ORGANIZATION CHART 100-149 CAMPS

INTERNATIONAL OUTREACH



ORGANIZATION CHART 150+ CAMPS

INTERNATIONAL OUTREACH



INTERNATIONAL OUTREACH COUNTRIES

To consider the extent of the International Outreach Ministry is to realize how God has blessed the growth of The Gideons International. See below for a chronological list of all countries based on when they were opened to the ministry. For further statistical information and the listing of countries by region, please reference the Worldwide Ministry Brochure (Item 309).

1899	U.S.A.	Barbados
1911	Canada ¹	Bolivia
1945	Iceland ²⁷	Colombia
1948	Netherlands	Costa Rica
1949	British Isles [as England] ²⁸	Panama
1950	Jamaica	Trinidad
	Japan ²⁷	Uruguay
	South Africa ²⁷	Cuba ³
	Sweden ²⁹	1960 Aruba ⁴
1951	Finland ²⁷	Netherlands Antilles ⁵
	Haiti	Paraguay
	Mexico	St. Vincent
	Norway ²⁷	Suriname
1952	Bahamas	Venezuela
1953	Greece	1961 Antigua
	Philippines ²⁷	Grenada
1955	Ecuador	India ²⁷
	Puerto Rico	Sri Lanka
1956	Australia ²⁷	Switzerland
	Germany ²⁷	Thailand
	Hong Kong	1962 Myanmar
	New Zealand	Fiji Islands
	Republic of China ²⁷	(Cuba) ³
	Zimbabwe	1963 Belize
1957	Austria	Dominican Republic
	Bermuda	France
1958	Brazil ²⁷	Ireland
	Chile	South Korea ²⁷
	El Salvador	1964 Nigeria ²⁷
	Guatemala	St. Lucia
	Guyana	1965 Belgium
	Honduras	Italy
	Nicaragua	Laos ⁶
	Peru	Okinawa ⁷
	Singapore	Malaysia
	South Vietnam ²	Denmark
1959	Argentina	Faroe Islands ⁸

1966	Ghana Lebanon ⁹ Liberia ¹⁰	1978	Rwanda Sudan Western Samoa
1967	Kenya Sierra Leone Uganda (Faroe Islands) ⁸		Gabon French Guiana
1968	Spain Portugal	1979	Cayman Islands Madagascar Reunion Burkina Faso
1969	Cyprus Indonesia Malawi Democratic Rep. of Congo ¹¹ Iran ¹²		Mauritius Nepal
1970	Ethiopia Cote d'Ivoire ¹³ Papua New Guinea ¹⁴	1980	St. Kitts Papua New Guinea ¹⁴ East Germany ¹⁷
1971	Guam Pakistan Tanzania Cambodia ¹⁵	1981	Luxembourg Guinea Vanuatu New Caledonia
1972	Mozambique Virgin Islands Swaziland Zambia Brunei (Okinawa) ⁷	1982	Angola ¹⁶ (Iran) ¹²
1973	Bangladesh Guadeloupe Martinique Angola ¹⁶	1983	Macao Niger American Samoa
1974	Benin Botswana Solomon Islands Burundi Republic of Cape Verde Jordan Togo	1985	Republic of Seychelles
1975	Dominica Egypt Malta (Vietnam) ² (Papua New Guinea) ¹⁴ (Cambodia) ¹⁵ (Laos) ⁶	1986	United Arab Emirates Tonga (Lebanon) ⁹
1977	Lesotho	1987	French Polynesia
		1989	Zanzibar ¹⁸ Republic of Congo ¹⁹ Northern Marianas Poland Hungary Yugoslavia Commonwealth of Independent States (aka CIS; former Soviet Union)
		1990	Romania Namibia Bulgaria Serbia Czechoslovakia (East Germany) ¹⁷
		1992	Republic of Palau Kuwait Estonia ²⁰ Latvia ²⁰ Lithuania ²⁰

	Slovenia ²¹		Kyrgystan
	Croatia ²¹	2005	Bosnia and Herzegovina
	Oman	2006	Qatar
	(CIS, former Soviet Union) ²²		Montenegro ²⁶
1993	Czech Republic ²³		(Zanzibar) ¹⁸
	Slovak Republic ²³	2007	Syria
	Albania		Faroe Islands ⁸
	Cambodia ¹⁵		Sao Tome & Principe
	Cuba ³		Vietnam ²
	Turkey		Mayotte
	Eritrea ²⁴	2008	Bhutan
	(Liberia) ¹⁰		Laos ⁶
1994	Federated States of Micronesia	2009	Kosovo
	Lebanon ⁹		Andorra
1995	Armenia ²⁵		Turks and Caicos Islands
	Azerbaijan ²⁵	2010	Kiribati
	Belarus ²⁵		Dutch Caribbean
	Georgia ²⁵		Curacao
	Kazakhstan ²⁵		Sint Maarten
	Moldova ²⁵	2011	South Sudan
	Russia ²⁵		(Canada) ¹
	Ukraine ²⁵	2013	Nauru
	Liberia ¹⁰		Anguilla
	Equatorial Guinea		Greenland
1999	North Macedonia		(Eritrea) ²⁴
2000	Mongolia	2014	Cook Islands
	Marshall Islands		Montserrat
2002	East Timor		St. Barthelemy
2003	British Virgin Isles	2015	Saint Martin
	Tajikistan	2017	Tuvalu

NOTES

- 1 In 2011 voted to change its Constitution and Bylaws and is now independent
- 2 Dropped in 1975 due to overthrow of government, originally established in 1958, re-established in 2007
- 3 Dropped in 1962 due to overthrow of government, originally established in 1959, re-established in 1993
- 4 Was part of the Netherlands Antilles before becoming an independent country in 1986
- 5 Dissolved into 3 independent countries in 2010 (Aruba [1986], Curacao, Sint Maarten); the remaining islands are called "the Dutch Caribbean / Caribbean Netherlands"
- 6 Dropped in 1975 due to overthrow of government, originally established in 1965, re-established in 2008
- 7 Became part of Japan in 1972, originally established in 1965
- 8 Dropped in 1967, originally established in 1965, re-established in 2007
- 9 Dropped in 1986, originally established in 1966, re-established in 1994
- 10 Dropped in 1993, originally established in 1966, re-established in 1995
- 11 Name was changed to Democratic Republic of Congo from Zaire in 1999
- 12 Dropped in 1982, originally established in 1969
- 13 Name was changed to Cote d'Ivoire from Ivory Coast in 2006
- 14 Dropped in 1975, originally established in 1970, re-established in 1980
- 15 Dropped in 1975 due to overthrow of government, originally established in 1971, re-established in 1993
- 16 Dropped in 1976, originally established in 1973, re-established in 1982
- 17 Joined with West Germany in 1990 to become a unified Germany
- 18 Country was dissolved back into Tanzania in 2006
- 19 Name was changed to Republic of Congo from Congo in 1999
- 20 Was part of the Soviet Union before becoming an independent country in 1992
- 21 Was part of Yugoslavia before becoming an independent country in 1992
- 22 Dissolved CIS (former Soviet Union) into 8 independent countries in 1995 (see note 25)
- 23 Was part of Czechoslovakia until country divided in 1993
- 24 Was part of Ethiopia before becoming an independent country in 1993, closed in 2013 due to unrest
- 25 Was part of the Soviet Union before becoming an independent country in 1995
- 26 Montenegro became an independent country from Serbia in 2006"
- 27 Now a national association
- 28 In 2018 voted to change its Constitution and Bylaws and have had their National Association status removed.
- 29 In 2018 voted to change its Constitution and Bylaws and is now an International Outreach Country

FUNDING FOR THE INTERNATIONAL OUTREACH MINISTRY

Recognizing that Gideons in most international outreach and supported national association countries are not able to meet their total financial needs to purchase Scriptures, a specific plan of assisting these countries has been followed for many years. Financial assistance to international outreach countries is managed by the International Division, working with the International Outreach Committee.

The International Outreach Ministry budget is developed on a fiscal year basis, as follows:

1. The Senior Director, International Division and the international directors prepare an estimate of their planned distributions for the year based on a survey of needs, manpower, and local funds available.
2. Considering past performance, world needs, and available funds, the International Outreach Committee submits an annual budget for beneficiary camps and countries for approval by the International Cabinet.
3. The International Finance Committee reviews the request and determines the funding needed for beneficiary camps and countries and funds available. Fund balances are not accumulated but are used entirely for Scripture orders.

Funding of the International Outreach Ministry budget takes into consideration anticipated income from a number of sources. These include money raised directly in outreach countries from church presentations, the GideonCard Bible Program, qualified national associations, Auxiliary Scripture Fund, Friends of Gideons, and personal gifts by Gideons and Auxiliary in the USA.

Yet there is still a shortfall of funding for the International Outreach Ministry. This shortfall, often referred to as the IOM deficit, is partially offset by designated gifts by Gideons, Auxiliary, and non-member supporters of the Association. These designated gifts are collectively known as the Faith Fund, which derived its name from the practice of filling orders from beneficiary countries by “faith” believing the funding would be provided.

The International Outreach Committee considers all estimated expenses for Scriptures and administration against anticipated income from all sources, and since the anticipated income falls short of the anticipated expense, the difference has been designated as the Faith Fund Goal. Thus, the annual

Faith Fund Goal is the anticipated deficit in the International Outreach Fund when comparing expected income with expected disbursements. The Faith Fund helps offset the shortfall.

Special designation of Faith Fund gifts to a particular country is discouraged by the Association since such a designation may go unused for some period of time and, therefore, may cause some other country that needs Scriptures to have a deficit. However, camps, state associations, and national associations often may elect to have a country of emphasis as a part of their conventions or Faith Fund banquets, remembering that gifts received at such events may not be used for that particular country.

LANGUAGES

Currently, The Gideons International places and distributes the Word of God in over 95 different languages. The list on the next page includes all languages printed by The Gideons International and the countries where they may be distributed.

LANGUAGES IN WHICH GIDEON SCRIPTURES ARE APPROVED

1984	Afrikaans	Namibia, South Africa
1993	Albanian	Albania, Kosovo, Serbia, Montenegro, North Macedonia
1970	Amharic	Eritrea, Ethiopia
1967	Arabic	Bahrain, Chad, Egypt, Israel, Jordan, Kuwait, Lebanon, Nigeria, Oman, Qatar, Sudan, Syria, Turkey, United Arab Emirates
1976	Armenian	Armenia, Georgia, Russia
2008	Assamese	India
1993	Azeri	Azerbaijan
2016	Belarusian	Belarus
1965	Bengali	Bangladesh, India
2016	Bhojpuri	India
2016	Boro	India
1990	Bulgarian	Bulgaria
1963	Burmese	Myanmar, (Burma)
2009	Catalan	Spain, Andorra
1983	Cebuano	Philippines
1970	Chichewa	Malawi, Zambia
1971	Chinese	Hong Kong, Macau, Malaysia, Philippines, Republic of China (Taiwan), Singapore
2008	Creole	Haiti
1989	Croatian	Austria, Bosnia & Herzegovina, Croatia, Serbia, Slovenia
1990	Czech	Czech Republic, Slovak Republic
1966	Danish	Denmark, Faroe Islands, Greenland
2005	Dutch	Aruba, Belgium, Netherlands, Dutch Caribbean, Saint Martin, Sint Maarten, Curacao, Suriname
1908	English	Approved for all countries
1991	Estonian	Estonia

2008	Faroese	Faroe Islands
1992	Finnish	Finland, Sweden
	French	Austria, Belgium, Benin, Burkina Faso, Burundi, Cameroon, Canada, Central African Republic, Chad, Cote d'Ivoire, Curacao, Democratic Republic of Congo, Dutch Caribbean, Equatorial Guinea, France, French Guiana, French Polynesia, Gabon, Guadeloupe, Guinea, Haiti, Luxembourg, Madagascar, Mali, Martinique, Mauritius, Mayotte, New Caledonia, Niger, Republic of Congo, Seychelles, Reunion, Rwanda, Saint Martin, Senegal, Sierra Leone, Sint Maarten, Switzerland, Togo, Vanuatu
2015	Garó	India
1993	Georgian	Georgia
1966	German	Austria, Belgium, Germany, Italy, Luxembourg, Namibia, Romania, Switzerland
1993	Greek	Cyprus, Greece
2014	Greenlandic	Greenland
1978	Gujarathi	India
1976	Hebrew	Israel
1988	Hiligaynon (Ilonggo)	Philippines
1964	Hindi	India, Oman, Qatar, United Arab Emirates
1988	Hungarian	Austria, Hungary, Romania, Serbia, Slovak Republic, Ukraine
2007	Icelandic	Iceland
1988	Ilocano	Philippines
1964	Indonesian	Indonesia, Malaysia, Timor-Leste
2003	Inuktitut	Canada
1965	Italian	Italy, Albania, Switzerland
1974	Japanese	Japan
1978	Kannada	India
2011	Khasi	India
1965	Khmer	Cambodia
2002	Kazak	Kazakhstan
1979	Kinyarwanda	Rwanda
1975	Kirundi	Burundi
2013	Kok Borok	India
2017	Konkani	India
1964	Korean	South Korea, Northern Marianas
2005	Kyrgyz	Kyrgyzstan
1968	Laotian	Laos
1990	Latvian	Latvia
1997	Lithuanian	Lithuania
2000	Macedonian	North Macedonia
1983	Malagasy	Madagascar
2005	Malay *	Malaysia, Singapore
1973	Malayalam	India, United Arab Emirates, Kuwait, Bahrain, Oman
1980	Maltese	Malta
2011	Manipuri	India
1978	Marathi	India
2011	Mizo	India
	Mongolian	Mongolia
1965	Nepali	Nepal, India
1974	Northern Sotho	South Africa
1991	Norwegian	Norway

1982	Oriya	India
2007	Oromo	Ethiopia
	Oshindonga	Namibia
1974	Papiamento	Dutch Caribbean, Saint Marten, Sint Maarten, Curacao, Aruba
1969	Persian (Farsi)*	Iran
1989	Polish	Poland, Lithuania
1985	Portuguese	Angola, Brazil, Bolivia, Guinea-Bissau, Luxembourg, Macau, Mozambique, Namibia, Paraguay, Peru, Portugal, Republic of Cape Verde, Uruguay, Sao Tome & Principe, South Africa, Timor-Leste
1994	Punjabi	India
1990	Romanian	Moldova, Romania
1989	Russian	Armenia, Azerbaijan, Belarus, Bulgaria, Croatia, Czech Republic, Estonia, Finland, Georgia, Hungary, Kazakhstan, Latvia, Lithuania, Moldova, Montenegro, Russia, Slovak Republic, Ukraine, Tajikistan, Kyrgyzstan, Israel
2019	Sadri	India
1995	Samarenyo	Philippines
2009	Santhali	India
1989	Serbian	Serbia, Croatia, Bosnia & Herzegovina, Montenegro
1980	Sesotho (LO)	Lesotho
1964	Sinhalese	Sri Lanka
1990	Slovak	Czech Republic, Slovak Republic
1992	Slovenian	Austria, Slovenia
1972	Southern Sotho	Botswana, South Africa
1975	Spanish	Andorra, Anguilla, Argentina, Belize, Bermuda, Bolivia, Chile, Colombia, Costa Rica, Cuba, Curacao, Dominican Republic, Ecuador, El Salvador, Equatorial Guinea, French Guiana, Grenada, Guadeloupe, Guatemala, Guyana, Haiti, Honduras, Mexico, Nicaragua, Panama, Paraguay, Peru, Puerto Rico, Spain, Suriname, United States, Uruguay, Venezuela
1971	Swahili	Burundi, Democratic Republic of Congo, Kenya, Tanzania, Uganda, Republic of Congo, Zambia
1982	Swedish	Finland, Norway, Sweden
1972	Tagalog	Philippines, United Arab Emirates, Qatar, Kuwait, Bahrain, Oman
2005	Tajik	Tajikistan
1964	Tamil	India, Malaysia, Sri Lanka, United Arab Emirates, Qatar, Kuwait, Bahrain, Singapore
2016	Tatar	Russia
1968	Telugu	India, Bahrain
1961	Thai	Thailand
1995	Tigrinya	Eritrea, Ethiopia
1991	Tsonga	South Africa
1972	Tswana	Botswana, South Africa
1993	Turkish	Turkey, Bulgaria
1990	Ukrainian	Ukraine
1966	Urdu	India, Pakistan
2011	Uzbek	Russia
1989	Venda	South Africa
	Vietnamese	Vietnam
1971	Welsh	Wales, British Isles
1972	Xhosa	South Africa
1972	Zulu	South Africa, Swaziland

* Not in print at this time

SCRIPTURE LANGUAGE POLICY

For International Outreach Countries and Supported National Associations.

To approve a new language within an International Outreach country, and/or Supported National Association a minimum of 100,000 copies annual distribution is required with a minimum of 30,000 copies for a stand-alone printing. Personal witnessing to individuals is not enough to qualify for the addition of the language in the country. Each country must order a minimum of 5,000 copies at a time which will be printed in conjunction with the total need for the language as appropriate.

To approve the use of an existing language in an International Outreach country, and/or Supported National Association where it is not a national language of that country at least 100,000 people must speak the language as their native tongue, primary schools must teach in the language, and regional medical facilities must utilize the language. Personal witnessing to individuals is not enough to qualify for the addition of the language in the country. Each country must order a minimum of 5,000 copies at a time which will be printed in conjunction with the total need for the language as appropriate.

The national language(s) within each country plus English is approved for all countries.

Non-national transit migration and refugee situations provide a unique and immediate need which can be temporary or on a short-term basis. International Outreach countries and/or supported national associations may need a short-term supply of Scriptures in a language not currently approved for a particular country, but where it is shown the supply will facilitate reaching into migratory language groups accessible through approved Gideon distribution and placement areas which are otherwise restricted by current Scripture language policy minimum requirements.

The International Cabinet has delegated the authority of the Scripture Distribution program to the Executive Committee. The Executive Committee will authorize distributions in other languages for countries with migration or refugee situations on a case by case basis. The International Executive Director will have operational authority on behalf of the Executive Committee. The International Outreach Committee should make request to the International Executive Director.

OPERATING PRINCIPLES AND POLICIES

Operation of The Gideons International in countries administered by the IOC is principally the same as it is in the USA and national association countries. The purpose of the Association remains the same—to win others for the Lord Jesus Christ, through:

1. The association of Christian business and professional men for service
2. Personal testimony and personal work by individual Gideons
3. By placing the Bible—God’s Holy Word—or portions thereof, in hotels, hospitals, schools, institutions, and also through the distribution of same for personal use.

Membership qualifications are the same worldwide. In other countries, a four-page membership application is used and is virtually the same as that used in the USA. The same standards with regard to spiritual and business qualifications apply in all countries.

Gideon policies generally hold true worldwide. However, certain major policies are not completely transferable to international outreach countries because of unique circumstances:

1. **Organization of New Camps**

There must be a reasonably favorable governmental consideration, and there must be Scriptures available in the language of the people. New camps can only be organized by an official representative, assigned by the International Outreach Committee.

2. **Scripture Distribution Affiliation Policy**

The Gideons International does not affiliate (i.e., enter into a formal association) with any other organization in carrying out the program of The Gideons International. The Gideons International does not participate in the program of any other organization and this applies in all Gideon countries.

Therefore, the Gideon Scripture distribution program has as its ultimate aim the distribution and placement of Scriptures by Gideons and Auxiliary. This means that Scriptures are not supplied by The Gideons International to other Christian groups, churches, or individuals. On occasion, the International Cabinet has approved exceptions where access for distributions is not

allowed or not physically possible. When a direct distribution or placement is proven not to be possible in an approved area, it is permitted for Scriptures to be left with and distributed by chaplains, directors, or senior managers (e.g., military chaplains, prison chaplains, chaplains of domestic violence shelters, directors of crisis pregnancy centers, hospital/nursing home chaplains, hotel managers, receptionists in doctor's offices). In these cases, only a small supply (3 to 4 months) should be left and regular follow-up to replenish the Scriptures must occur. Every effort should be made to build and maintain relationships with these individuals. The Life Book is an exception approved by the International Cabinet to the policy of non-affiliation with other organizations inasmuch as it is distributed by high school students to their peers.

This policy eliminates the possibility of Gideons duplicating the work done by other Christian organizations, ensures The Gideons International does not compete with Christian bookstores and Christian publishing houses, and also ensures our program will maintain its identity separate from others. This also precludes Gideons from distributing Scriptures and other material not approved by the International Cabinet if such distributions are in any way identified with The Gideons International. At every placement and distribution, members should determine the availability of existing Scripture inventory.

3. Policy Regarding Placing Scriptures in Isolated Areas

The Gideon ministry follows the principles of Acts 1:8; that is, the home city for a camp ("Jerusalem") should be saturated first with Scriptures being distributed in all approved areas in the home city before moving out into other areas ("Judea, Samaria, and the uttermost part of the earth"). Therefore, the IOC has adopted a policy that a camp should fully develop its home territory before distributing Scriptures and conducting church presentations in other, more isolated areas. This way, a camp will develop its territory systematically, rather than spasmodically.

4. Policy Regarding Signing up Gideons in Isolated Areas

The International Outreach Committee policy is that no man should be enlisted as a member of the Association who lives in an isolated area some distance removed from the main city of the camp. To define the word 'isolated,' the International Outreach

Committee has concluded that anyone signed up as a Gideon should be close enough to the main city, where most of the members live, so he can attend the weekly camp prayer meeting and the monthly camp meeting. This means that in countries where roads are poor, or transportation is limited, a prospective member who lives a distance somewhat removed from the primary location of the camp should be considered as living in an 'isolated area'. However, if a member of a camp moves from the camp's primary location, he may retain his membership in the camp, even though he may then reside in an 'isolated area.'

5. Scripture Versions Policy

It is the Association policy to distribute only those versions of Scripture, for any and all languages, which were translated by protestant scholars who held (or hold) to the doctrine of verbal, plenary inspiration of the Scriptures. In other words, Gideons distribute only those versions of the Scriptures which were translated by those who believed the very words of the Bible (in the original languages) were inspired by the Holy Spirit, and that they were inspired in their entirety. It also is IOC policy that the Association distributes the Word of God in the national language of each country, plus English.

6. Membership Transfers from One Country to Another

- a. If a Gideon, who is a member in good standing of The Gideons International in any country, becomes a resident of another Gideon country and desires that his membership be transferred, he can do so by writing to International Headquarters requesting that his membership be transferred to the country in which he resides.
- b. When a Gideon in an international outreach country transfers his membership from one Gideon country to another, his dues will remain the same as long as his new country of residence is part of the International Outreach Ministry. If his new country of residence is the USA or a national association country, his dues then will reflect the dues paid by members in his new country of residence.
- c. If a Gideon of one country moves to another country, but desires that his Gideon membership remain in the original country, he will continue to be assigned to his camp in the

original country, but his mailing address can be changed to the new country of residence. In such case, he will be given the privileges of fellowship with the camp in the second country but will not be eligible to hold office, vote in elections, or otherwise participate in the business of the camp or association in his new country of residence.

- d. Any transfer of membership is contingent upon the retention by the Gideon of his spiritual and occupational qualifications.

7. The Auxiliary in Outreach Countries

In order to form an Auxiliary, a minimum of four wives of Gideons must complete applications, pay their dues, and their applications must be approved by the International Membership Committee. The Auxiliary in an outreach country will operate in virtually the same way as in the USA and national associations. The Auxiliary in international outreach countries is described in detail in the *International Outreach Camp Manual, Auxiliary*, Item 915, which is available in English, French and Spanish.

8. International Scripture Blitzes

The purposes of an International Scripture Blitz (ISB) are to:

- a. distribute copies of the Word of God in the target country;
- b. encourage Gideons in the target country;
- c. promote greater involvement of USA and qualified national association Gideons in the international aspects of the Gideon ministry; and
- d. motivate Gideons who participate in the blitz to take back to their respective associations a vision of the outreach and thereby generate more international interest and Scripture funds.

Application for participation in an ISB is made using Item 116 (found on *theConnection*), which is forwarded to the appropriate trustee, who makes recommendations for participants to the International Division at International Headquarters.

The International Outreach Division generally holds up to two 2-week ISBs and up to sixteen 1-week blitzes annually. Additional details of participation in International Scripture Blitzes are found in *An Adventure in Excitement* (Item 900).

9. **Misconceptions and Common Problems Regarding the International Outreach Ministry**

- a. Many Gideons who travel abroad expect the local Gideons to prepare special meetings, hold special functions, or show exceptional consideration when they are in the city of an international outreach Gideon camp. It must be understood that it is unreasonable to expect local Gideons to make special preparations for visiting Gideons, except for IOC representatives officially assigned to conduct camp visitation. A special booklet, *Gideons Abroad* (Item 906), has been prepared as a guide for Gideons who plan to travel abroad. Any further questions concerning visits to international outreach camps should be directed to the International Division at International Headquarters.
- b. Practically from the inception of the Association, Gideons have followed a policy of not using their membership as a means to solicit, help or aid with their businesses and professions. Using Gideon membership lists in outreach countries to make business or professional contacts is strictly prohibited and may result in disciplinary action at the International Cabinet level.
- c. The policy of the Association is that Gideons do not furnish Scriptures to missionaries, churches, or individuals to distribute. All Gideon Scriptures are distributed by Gideons and Auxiliary themselves, with the exception of Scriptures supplied to military chaplains for them to distribute to those in the armed services, to prison chaplains when access by The Gideons is not possible, to hospital chaplains when access by Gideons is denied, and to chaplains at domestic violence shelters when access is denied to the Auxiliary. If a Gideon from the USA or a national association is interested in a mission, or a mission field, and there are Gideons near that locale, the International Division at International Headquarters will ask the Gideons in that area to make contact with a particular approved area of distribution, thus giving the missionaries some aid in reaching the community. However, no guarantee can be made with regard to these distributions since Gideons in other countries are just as busy and preoccupied as those asking for the assistance.

- d. Some USA and national association camps may desire to correspond with sister camps in international outreach countries. However, such correspondence has caused problems and misunderstandings since there are cultural differences from country to country. Therefore, correspondence with international outreach country camps is strongly discouraged.
- e. Manpower is probably the most common obstacle in the international outreach ministry. In most countries, the number of Christians is small, the churches are small, few and far between, and the demands upon Christian men to do the work of God in all phases of Christian activity are heavy. Therefore, the need for dedicated, consecrated manpower – men who feel called of God to serve as Gideons – is one of the problems most often faced in outreach countries.
- f. Another significant problem, strange as it may seem, is lack of support from the indigenous church. Frequently the indigenous church feels they have their own program; both funds and manpower are in short supply, and therefore it cannot be involved in “outside” activities. This indicates the need to develop strong relationships with missionaries and pastors in indigenous churches within international outreach countries, just as in the USA and national association countries.
- g. Religious oppression often threatens the activity in international outreach countries. Serious opposition to the Gideon ministry is prevalent in nearly all non-Christian countries. While the oppression may not always be overt, sometimes a subtle attack here and there can be just as damaging to the optimism of Gideons as an outright frontal attack. These dedicated men and women deserve and need the prayer support of our worldwide membership.
- h. Scripture importation problems often threaten to disrupt our ministry in international outreach countries. Satan seems to never let up at this point. Gideons everywhere are urged to pray that God will keep doors open so Scriptures will not be tied up for long periods of time in customs houses causing costly delays and more importantly, delays in getting the Word of God into the hands of needful people everywhere.

10. Helping International Outreach Ministry Camps

State and national associations, camps, and individual Gideons can provide assistance to those in international outreach camps and thus play an important role in reaching others for Christ on a worldwide basis by:

- a. **Praying.** While this need may seem somewhat obvious, the fact of the matter is that at each weekly camp prayer meeting Gideons should be praying specifically for Gideons in outreach countries. If your camp, state or national association has adopted an international outreach country as a Faith Fund focus, then you and your camp should pray specifically for the Gideons of that country.
- b. **Giving.** Gideons are men who give. Through your giving to the Faith Fund, you impact souls for Christ around the world.
- c. **Making church presentations.** Since 50% of all funds received from church offerings is allocated to the International Outreach Fund, your efforts to give church presentations are of immeasurable importance.
- d. **Using the GideonCard Bible Program.** Like church offerings, 50% of all GideonCard receipts are allocated to the international ministry and used to supply Scriptures in international outreach and supported national association countries.
- e. **Scheduling Faith Fund Meetings** using participants from ISBs, Regional Field Officers, and other qualified speakers to share the vision of reaching people in IOM countries.
- f. **Promoting Annual Pastors Events.** The support of pastors is absolutely essential to our international outreach ministry, and it's an important factor in a pastor's own desire to reach others for Christ, which is the ultimate goal of churches and every other Christian organization. A Faith Fund goal is established and an offering taken at pastors banquets held in the form of a traditional evening banquet, and that offering is used entirely toward the Faith Fund goal. Camps may elect to have a Faith Fund offering at breakfast or luncheon events as well.

- g. **Supporting International, State, and National Association Conventions.** State and national associations set a Faith Fund goal for their annual conventions. Many Gideons do not attend those conventions, but they can participate through the *Countdown 100* program or by sending a special gift to the convention. The *Countdown 100* Program should be promoted and supported by all Gideons as a part of the state association convention.

Just as with state association conventions, many members do not attend the International Convention. You and your camp can have a part in the International Convention offering by participating in the offering with your personal attendance or sending your offering to International Headquarters.

THE AUXILIARY OF THE GIDEONS INTERNATIONAL

The Association Bylaws of 1901 provided for the organization of the Auxiliary as an integral part of The Gideons International. Today, the organization and function of the Auxiliary is provided by Article 11 of the Bylaws of The Gideons International. As such, the Auxiliary is not an independent organization. Membership is limited to wives of Gideons who meet the qualifications enumerated in Article 11, Section 2 of the Bylaws and widows who either remain unmarried or re-marry another Gideon.

The Auxiliary functions worldwide under the governance of the International Cabinet. All international programs are initially approved by the Executive Committee with final approval by the International Cabinet. There is, therefore, the expectation that the international programs of the Auxiliary will be implemented in all camps as appropriate. The Gideon president at every level is accountable for the welfare and role of the Auxiliary.

At the international level, and in qualified national associations, an Auxiliary Advisory Committee is appointed by the president of the Association and approved by the cabinet. The Auxiliary Advisory Committee acts as a liaison to the Auxiliary cabinet, giving guidance, encouragement, and counsel with respect to Auxiliary functions. The Auxiliary Advisory Committee is one of the standing committees of the International Cabinet.

In the USA, the state association president is accountable for the Auxiliary programs in his state. The vice president is assigned as the liaison to the Auxiliary cabinet, and he reports on Auxiliary activities at state leadership meetings. Further, the state Auxiliary president gives a report at the Association cabinet meeting, thus assuring the smooth functioning of the ministry. Likewise at the camp level, the president is accountable for the Auxiliary programs, and the Auxiliary president attends the camp cabinet meeting with input from the Auxiliary perspective to assure smooth functioning within the camp. The structural relationship of leadership is illustrated by the Operational Management Chart (Item 545) on the following pages.

The role, responsibility, structure and operation of the Auxiliary has been expanded over the years as more opportunities have become available. Notwithstanding the basic function of the Auxiliary, the International Cabinet has clearly defined the core programs of the Auxiliary as follows:

- Prayer and Personal Witnessing
- Scripture Distribution
- Membership
- GideonCard
- Scripture Funds

Gideon leadership at all levels should become familiar with the Five Core Programs of The Auxiliary of The Gideons International (Item 600) in order to properly execute their responsibility with respect to Auxiliary programming.

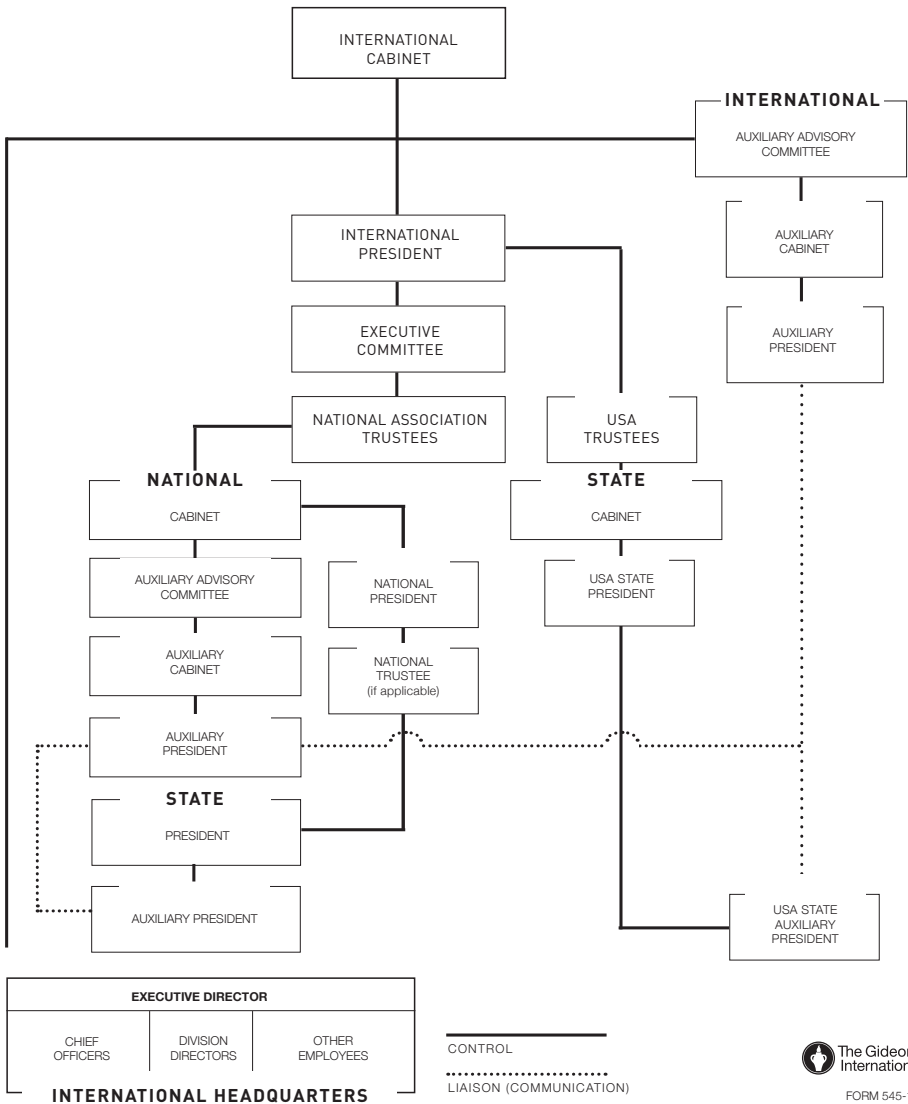
Formal organization of the Auxiliary is illustrated in the Auxiliary Cabinet Management Chart (Item 640) and the Auxiliary Officer Management Chart (Item 641) found on the following pages. It should be noted that both of these are functional equivalents to the Gideon management charts.

More detailed information regarding functional operation of the Auxiliary can be found in several additional materials:

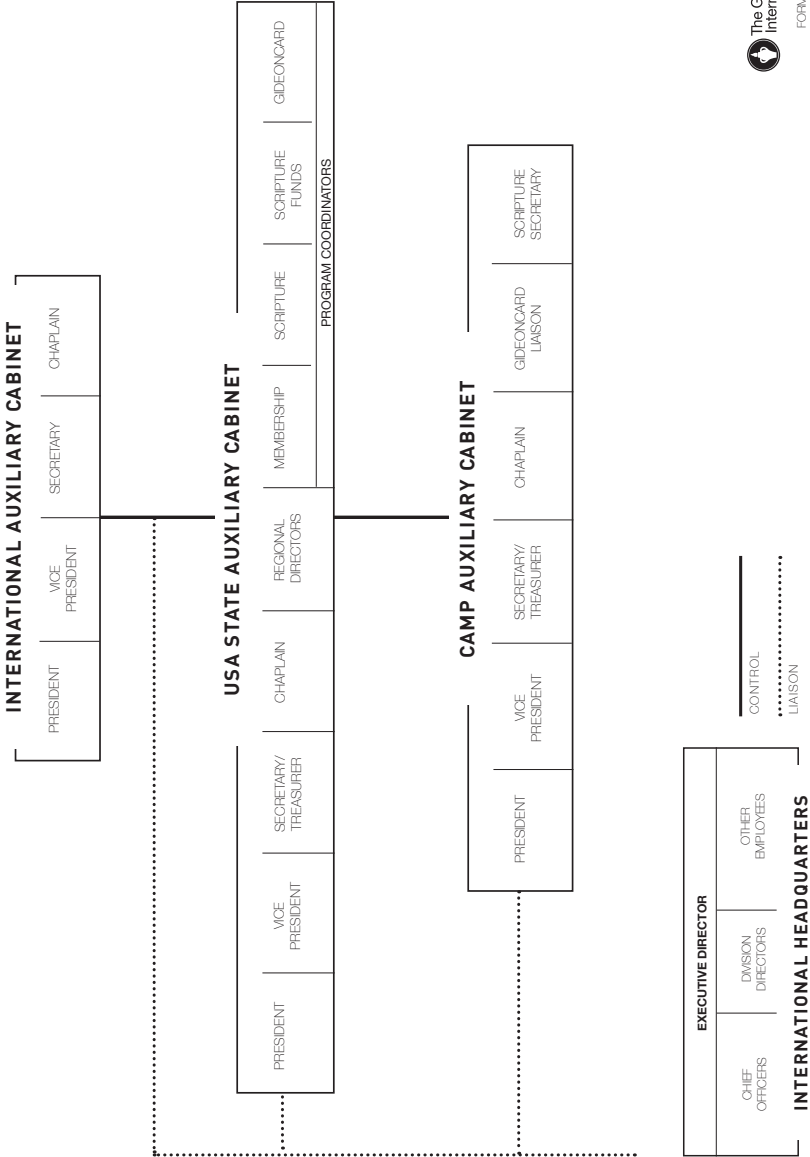
1. *The Auxiliary of The Gideons International Guide Book* (Item 602)
2. *State Management Manual* (Item 509)
3. *Five Core Programs of the Auxiliary* (Item 600)
4. *International Outreach Camp Manual, Auxiliary* (Item 915)

OPERATIONAL MANAGEMENT CHART

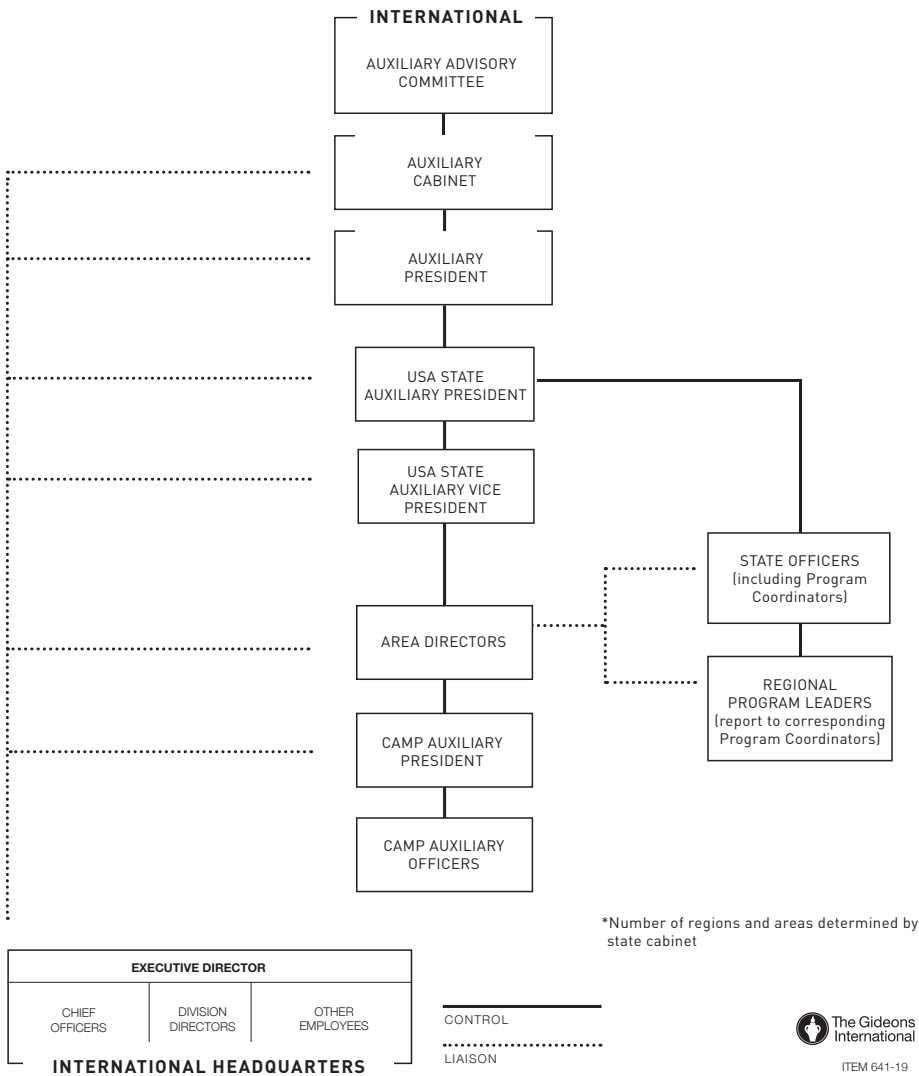
INCLUDING AUXILIARY



AUXILIARY CABINET MANAGEMENT CHART



AUXILIARY OFFICER MANAGEMENT CHART



THE LIFE BOOK

Gideons have been increasingly restricted from making school distributions because of legal and accessibility issues. To help fill that vacuum, The International Cabinet has approved The Life Book as a component of The Gideons International.

It is specifically designed as a student-to-student outreach through youth ministries in local churches. It is not a distribution program for Gideons themselves, and members should not attempt to order The Life Book using Scripture funds. Conversely, The Life Book is not a replacement or substitute for Gideon distributions.

The Life Book contains a brief summary of Old Testament truths and the entire Gospel of John or the Gospel of Mark. It is written with margin notes that convey the kinds of thoughts that high school students might have regarding their life situations as compared with spiritual matters. It is an attractive gift for a Christian student to present to a classmate.

It also contains a clear call to repent and receive the Lord Jesus Christ as Savior. The immediate benefits are two-fold. First, it puts either the Gospel of John or the Gospel of Mark in the hands of students at a time in their lives when they may be searching for answers to life situations, and no other answer than God's Word is sufficient. Second, it creates within Christian students a sense of evangelism and teaches them to share their faith in situations contemporary to their own.

Distribution of The Life Book is known as a "saturation," and is managed entirely at the discretion of local youth pastors in churches. Youth pastors may request a saturation through their church directly through www.thelifebook.com.

THE ROLE OF GIDEONS

Since saturations are completely managed by youth pastors, it is not possible to keep members informed as to when one might take place in their camp area. Nonetheless, Gideons support The Life Book in many ways.

Prayer for The Life Book should be integrated into the camp weekly prayer meeting and other activities. It is estimated that 96% of teenagers are not fully aware of creation, the fall, sin, and the need for a Savior. Pray for youth in the churches in your camp that they will be bold in sharing their faith; for youth pastors that they may be led of God to register for a Life Book saturation; and, mostly, pray that the students receiving The Life Book will be

drawn to receive the Lord Jesus Christ as their personal Savior.

Gideons also help plant the seed for The Life Book by sharing the opportunity with churches. One of the best methods for camps to participate is by using the Rain Maker Kit (Item 4602) available through the merchandise ordering system. These kits provide instruction, seven Life Books and material for members to promote with senior pastors. In order to avoid confusion and be consistent with the Church Ministry Program, Gideons should promote The Life Book with senior pastors and not youth pastors. One exception to this practice might be promotion with the youth pastor in a Gideon's home church.

One of the major by-products of a Life Book saturation is the opportunity to build church relations. In the months following a Life Book saturation season, churches that were involved will be posted in *theConnection*. Gideons should use this as a relationship builder by following up with senior pastors.

Testimonies from Life Book saturations should be forwarded to International Headquarters so the membership may be blessed to know how God is moving within youth ministry. Testimonies will be published as appropriate in various Gideon materials, including *theConnection*.

WHAT TO SAY IN CHURCHES

When practical, Gideons should use the approved statement about The Life Book in church presentations, as follows:

"You would be interested to know that we now have a new avenue of distribution to help reach the youth of America. This new program, which is facilitated through church youth pastors, involves an in-school, peer-to-peer distribution by Christian high school youth to their classmates of an attractive booklet referred to as The Life Book.

"The Life Book began in 2010. Since then, over 40 million copies of The Life Book, which includes the Gospel of John or the Gospel of Mark, have been provided to Christian youth for distribution to their peers.

"This new avenue of distribution further strengthens our long-standing program of placing the Word of God into the hands of young people."

THE LIFE BOOK WEBSITE

Additional information about The Life Book can be obtained at www.thelifebook.com.

GIDEON MEMBERSHIP

Membership in The Gideons International may be the most significant opportunity as a part of the church for Christian business and professional men to directly impact lives and reach people for Christ. To realize the salvation of souls through the sacrificial grace of our Lord Jesus Christ is surely the most gratifying experience in the lives of Gideons.

Membership is in The Gideons International, although a man is identified with a local group called a camp. Thus, one's membership extends to the state association, national association, or outreach country in which he resides. His membership may be transferred when he changes his residence unless he specifically asks to remain in the camp of which he was previously a member, in which case he may participate in fellowship and Scripture placement and distribution, but he cannot vote or participate in the business affairs of the camp he attends. Members maintain their contact information, church affiliation, etc., by way of their personal profile on *theConnection*; accordingly, changes of address and other information are very easily recorded assuring timely mail delivery, information exchange, and notification of Gideon activities. In lieu of maintaining one's personal profile on *theConnection*, a member may submit changes of address or other information in writing to the Membership Services Department at International Headquarters.

QUALIFICATIONS FOR MEMBERSHIP

Article 3 of the Constitution of The Gideons International describes the qualifications for membership. The Gideons International is an association of Christian business and professional men; hence there are both spiritual and occupational qualifications for membership. The International Cabinet, under its management authority, is responsible to define the terms "business and professional man," "clergyman," "good standing," etc., as those terms apply to Gideon membership. All Gideons must be at least 21 years old.

Members of some religious groups are not eligible for Gideon membership because their beliefs are considered outside mainstream protestant theology. Some of these groups recognize the written works of human authors as inspired in the same sense in which the Bible is the inspired Word of God. Others cast doubt on the deity of Christ or His position as Savior, do not emphasize receiving Him as personal Savior, or deny existence of the endless lake of fire for the unsaved. Among such groups whose members are not eligible for Gideon membership under the requirements of Article

3 of the Constitution are: Roman Catholics, Jehovah's Witnesses, Mormons, Community of Christ, Christian Scientists, Seventh Day Adventists, Advent Christians, the Orthodox Churches (e.g., Eastern, Syrian, Russian, Western, etc.), members of Oneness Doctrine Churches, Unitarians, and Universalists.

1. Spiritual Qualifications – a man must:

- a. Believe in the Bible as the inspired, infallible, inerrant Word of God (II Timothy 3:16);
- b. Believe in the Lord Jesus Christ as the eternal Son of God (John 3:16);
- c. Have received the Lord Jesus Christ as his personal Savior (Romans 10:9);
- d. Be endeavoring to follow Christ in his daily life (Romans 12:1-2);
- e. Believe in the endless lake of fire for the unsaved (Rev. 20:10- 15);
- f. Accept the Biblical standard of marriage being between one man and one woman (Genesis 2:24);
- g. Be a member in good standing of a local church, congregation, or assembly as confirmed and recommended by his pastor;
- h. Be a layman, NOT be a clergyman, or be recognized as such.

Each applicant's pastor is contacted by International Headquarters on behalf of the Membership Committee to verify that the applicant is a member in good standing of a protestant or evangelical church. One of the primary causes for rejection of applications is lack of church membership. Membership in a local church, which incidentally greatly strengthens public relations between Gideons and pastors, is a constitutional requirement for Gideon membership. It is understood that a man who regularly attends a church that does not maintain a church membership roll, upon verification and recommendation by the pastor, is considered a member of that church for the purpose of Gideon membership.

2. Occupational Requirements

Before you invite a man to complete a membership application, make sure he is either a businessman or a professional man ac-

according to the following guidelines and definitions, and that he is at least 21 years of age.

A. Business Occupations

Generally, a man who owns, or is involved in the management of, a business is qualified for Gideon membership. He must be able to affirm that he is generally accepted and recognized as a businessman in the sense that the term is normally used. Additionally, he must answer positively to a majority of the following five questions:

In the exercise or conduct of your business, do you—

1. Deal with the public?
2. Assume responsibility for or influence business-related outcomes?
3. Exercise business related judgments or decisions?
4. Have some control over your own time during the business day?
5. Employ or supervise personnel?

A businessman may include:

1. Proprietor
2. Partner
3. Executive
4. Officer
5. Manager, supervisor, team leader
6. Salesman, buyer or agent (not a retail clerk)

A businessman farmer also is qualified for membership in The Gideons International provided his primary source of earned income is derived from his farming operation as an owner, farm supervisor or manager.

B. Professional or Institutional Occupations

In order to be considered a professional for the purpose of qualification for Gideon membership, a man must hold a minimum of a four-year degree or equivalent experience that qualifies him into his professional vocation. Following is a sample (not complete) list of occupations that would qualify a man for membership in The Gideons International:

1. Architect
 2. Certified Public Accountant
 3. Technology Professional
 4. Engineer
 5. Attorney
 6. Medical Professional
 7. Scientist
 8. Teacher
 9. Veterinarian
 10. Institutional Manager or Administrator
 11. School Superintendent or Business Manager
 12. Management Counselor
 13. Armed Services Officer or Sergeant or above
 14. Civilian Staff Officer, Sergeant or above, of a government agency, including fire, police, highway patrol, or sheriff's department
 15. US civil service employee in Grade GS-7 or above, or equivalent
 16. Airline captain or first officer, ship captain, or railroad engineer or conductor
- C. A man who has retired from any of the above qualifying occupations will also qualify for Gideon membership.

Any man who qualifies under the occupational categories described above, except those engaged in the manufacture or sale of alcoholic beverages, or where his income is derived from the production of tobacco, and except

those engaged in a business, the character of which is inconsistent with accepted Christian standards, is eligible for membership in this Association.

PROPERLY SUBMITTING THE APPLICATION

No applicant for Gideon membership will be approved by the International Membership Committee unless either the camp recommends him or he joins at a Camp Development Plan and is thereby recommended by the table host. The president and secretary of the camp must otherwise sign the application in the appropriate place on page three, verifying the information recorded in Sections II and III, as well as providing the camp's recommendation. Ascertaining the qualifications of the applicant is the responsibility of the Gideons who have personal knowledge of him. Due to an oftentimes sensitive perception of Gideon membership qualifications, it is essential that a potential applicant's qualifications, both spiritual and occupational, are ascertained prior to his being invited to join and completing an application for membership.

A camp should use the current form in submitting an application. The current application form is easily identified by the printing date shown on the lower left of the back page. Applications used in international outreach countries may differ slightly in content as certain additional requirements, such as the method of dues payment, are necessary.

If these matters are handled properly, in all probability the applicant will qualify for membership, assuming of course, that the application is accompanied by his membership dues. Processing the application then becomes a routine matter.

The subject of membership qualifications should be given emphasis at camp meetings and at state and national association conventions. Every Gideon, especially new members, should have a clear understanding of the qualifications necessary for membership. Every effort should be made at the camp level to ensure that the applicant is qualified *before taking his application*.

DEFINITIONS

1. Clergyman:

A clergyman, as that term is used in Article 3 of the Constitution, is one who is generally accepted and recognized as a practicing clergyman, a pastor, or a minister of a church, an evangelist, or a missionary, even though he may otherwise qualify as a business or professional man. A former clergyman is ineligible for Gideon

membership if he has performed services or has otherwise continued to be recognized as a clergyman during the past five years. For the purpose of this definition, “generally accepted and recognized” refers to the viewpoint of the general or ecclesiastical public.

2. Retail Clerk:

A retail clerk is one who is primarily employed within an established place of business handling sales and/or servicing customers. Retail clerks are not eligible for membership.

3. Salesman:

A salesman is a man who sells a product or service, is not a door-to-door canvasser or peddler and does not routinely deliver his products.

4. Member in Good Standing of a Church, Congregation or Assembly:

A member in good standing of an evangelical or protestant church, congregation, or assembly as that terminology is used in Article 3 of the Constitution, is one whose name is on the formal membership roll, who is not being disciplined, and is not in any other way out of fellowship with his church or congregation, as verified by the minister or pastor. In the absence of the minister or pastor, an applicant’s church membership in good standing may be confirmed by a responsible member of the church or congregation. If the church or congregation does not have a formal membership roll, then there must be verification from the minister, pastor or other responsible church member that the applicant is in regular fellowship. If an applicant is a member of a church, but has regularly attended another church for more than a year, he is not considered in “good standing.”

5. Evangelical/Protestant:

As these terms are used in Article 3 of the Constitution, churches, congregations or assemblies are identified as those from which applicants historically have been approved for Gideon membership. Evangelical or protestant does not include those organizations mentioned in the paragraph on “spiritual qualifications.”

6. Inspired:

The term inspired, as contained in the phrase “inspired Word of God,” as that terminology is used in Article 3 of the Constitution, is defined to mean that the Bible in its entirety is God’s written word to man, free of error in its original autographs, and therefore that its divine inspiration has rendered the book “infallible” (incapable of teaching deception) and “inerrant” (not liable to prove false or mistaken); and further that the inspiration of the Bible is “plenary” (extending to all parts alike) and “verbal” (including the actual language form). Thus, inspiration involves infallibility as an essential property, and infallibility, in turn, implies inerrancy.

In a case of genuine doubt about the occupational qualification of a potential applicant, or any other membership requirement, an inquiry should be addressed to International Headquarters giving as much detailed information as possible. The inquiry should be made *before* the potential member is asked to complete an application to save embarrassment for all concerned.

If an applicant is retired, he is classified by the International Membership Committee on the basis of his occupation at the time of his retirement.

MEMBERSHIP DUES

Dues are payable in advance for the fiscal year June 1 to May 31, unless the Gideon is either a life member or a veteran member (refer to Article 6 of the Bylaws of The Gideons International for the categories of membership dues).

For new Gideons joining after November 1, dues received with the application will be credited for the current fiscal year and the ensuing fiscal year.

CHANGE IN OCCUPATIONAL STATUS OR SPIRITUAL BELIEFS

If a member changes his status from that of a business or professional man and is no longer considered as such, or has become recognized as a clergyman, upon notice to, and verification by, the Membership Committee, his membership will be terminated. Should a Gideon’s occupational status change, one year is allowed for him to obtain employment which will qualify him. Retirement is not considered a change in occupational status for the purpose of Gideon membership.

In the case of spiritual beliefs, a man can no longer continue as a Gideon if he no longer accepts any or all of the spiritual beliefs or doctrines contained in Article 3 of the Constitution. No appreciable amount of time is allowed

for a Gideon to continue as a member whenever he cannot fully affirm those spiritual beliefs.

When a member of The Gideons International is a member of a church which no longer is aligned with the Scriptural beliefs held by the Association, this same member may or may not agree with the views of their church. It is possible for the member to still be aligned with the spiritual qualification for membership in The Gideons International while disagreeing with the stand taken by their church. In such cases the member is currently asked to "evaluate" their membership in such churches.

Based on the policies of The Gideons International, the following recommended steps will serve to guide a camp in dealing with Gideons and Auxiliary who are members of churches no longer spiritually aligned with The Gideons International:

1. When a member's church adopts a spiritual position not aligned with the spiritual qualifications of The Gideons International, the camp president and camp chaplain will personally meet with the member to confirm the member's full alignment with the spiritual qualifications as approved by the International Cabinet.
2. If the member can not or will not affirm his alignment with the spiritual qualifications as approved by the International Cabinet, upon receipt of such notification to the International Headquarters from the camp president, the member will be removed from membership in The Gideons International.
3. When the member willingly affirms his alignment with the spiritual qualifications as approved by the International Cabinet, the member may retain his membership in The Gideons International, with the understanding that he will become a member of an evangelical or protestant church with Scriptural beliefs in alignment with the Association. A period of up to twelve months will be allowed for the member to become a member in good standing of a qualified church. During this twelve month period, or until membership in a qualified church is confirmed, the member will remain in good standing in The Gideons International; however, the camp should not involve the member in question in any public ministry activities, such as distributions or church presentations, since this may bring harm to the testimony of the Association through negative publicity.

MEMBERSHIP DISCIPLINE

PREAMBLE

The following guidelines are for use when the need for disciplinary action arises in The Gideons International.

The Gideons International is an Association whose members honor and obey the commands of the Lord Jesus Christ as contained in the Word of God. People become members of the Association on the basis of their personal testimony of faith in the Lord Jesus Christ. Nevertheless, from time to time, situations arise that call for disciplinary action.

The procedure for member discipline contained herein is applicable for discipline of both Gideons and Auxiliary.

PROVISION FOR DISCIPLINE IN CONSTITUTION AND BYLAWS

Article 4 of the Constitution of The Gideons International vests management of the Association in the International Cabinet. Article 9 of the Bylaws vests management authority for USA state associations in the state cabinet. Similarly, Article 12 of the Bylaws vests trustees for national associations with responsibility to exercise the management authority of the International Cabinet as it relates to national associations.

Article 10 of the Bylaws, "Rules Governing Camps," vests camp officers with responsibility for the well-being of the camp.

Discipline is a function of management. Ultimately, discipline can result in either suspension or termination of membership. This is specifically covered in the Bylaws of The Gideons International, Article I, Section 12, for any member who "willfully continues practices injurious to the spiritual life of a Christian," and Article 3, Section 7, for any Gideon who "is not efficient or who fails to perform his official duties or work in harmony with the majority of such camp and/or for the best interest of the Association." In both of these Bylaw Articles, authority to suspend or terminate a member is vested in the International Cabinet.

IMPORTANT PRINCIPLES OF DISCIPLINE

1. Those Under Discipline are Christians.

When a Gideon comes under discipline, it must be kept in mind that we are still dealing with someone who is justified and declared

righteous through faith in the Lord Jesus Christ. Therefore, the process of discipline must be conducted with Christian love.

2. Restoration of Fellowship with the Lord.

When a member has fallen into sin, the first objective is always restoration of fellowship with the Lord in the spirit of Galatians 6:1-2. This is done on the basis of confession of wrongdoing (I John 1:9) and the blood of Christ (I John 1:6-7).

Note: Restoration may or may not result in continuing as a member of The Gideons International, as will be explained later in this document.

3. Responsibility of Those in Authority.

“Know ye not that a little leaven leaveneth the whole lump?” (I Corinthians 6:6b, KJV). Scripture emphasizes the responsibility of those in authority, whether in the church or other Christian body, to take action to preserve its testimony for Christ.

II Corinthians 7:8-11 teaches the necessity to exercise discipline, in spite of this causing sorrow. Prayerfully, the ultimate outcome will cause rejoicing.

II Corinthians 6:3 indicates that the spiritual integrity and welfare of the Association is of first importance; after that, the welfare of the members involved.

Officers of the Association should constantly have these principles in mind while handling discipline cases.

4. Importance of Taking Action Promptly.

Joshua 7:10-11 shows the danger of procrastination. The same truth is taught in I Corinthians 5: 2 – “And you are arrogant! Ought you not rather to mourn? Let him who has done this be removed from among you.”

Irreparable harm to a camp often results from failure to act promptly.

5. Importance of Using Discretion.

“Whoever goes about slandering reveals secrets, but he who is trustworthy in spirit keeps a thing covered.” – Proverbs 11:13.

“Above all, keep loving one another earnestly, since love covers a multitude of sins.” – I Peter 4:8

Officers at the camp and state level who normally have responsibility for discipline should be careful to discuss the matter only with those who have a need to know. Details, especially, should be shared with the fewest number possible to properly conduct the matter. Generally, the more people who have knowledge, the less opportunity there is of reconciliation with the member under discipline. Of course, the president at any level and at least one other officer (normally the chaplain) should always be informed.

OPERATIONAL PROCEDURE

When it becomes necessary for the International Cabinet to terminate or suspend someone's membership under discipline, it normally is based on the recommendation of the camp cabinet in the case of outreach countries, and both the camp cabinet and the state cabinet (in conjunction with the international trustee) in the USA. (The same procedure and authority applies to National Association Cabinets with respect to discipline of their members.)

Exceptions to this general procedure may occur when a member of either the camp or state cabinet is involved, or when there is a failure to take action on the part of either the camp or state cabinet in a case requiring discipline. In such instances, the International Cabinet may directly initiate action on a unilateral basis, utilizing the services of the Executive Committee, international trustee, and International Headquarters.

Also, in the case of failure by the camp cabinet to act when discipline is warranted, the state cabinet and/or international trustee have the authority and responsibility to initiate action. In case of conduct that affects more than the member's connection with The Gideons International, it is well to learn at an early stage whether the local church of which he is a member is taking disciplinary action. If it is, the camp cabinet might well give proper time for the church to act and then finalize their own action with a high degree of respect for the church's decision.

1. When There is Clear Evidence of a Fault or Sin Versus a Rumor or Hearsay.

In some cases, a fault, sin or other harm to a member's testimony will come to the attention of the camp officers with clear and reliable evidence of the wrongdoing. In other cases, there may be only

hearsay or rumors without verification. In the former case when the contact is made with the member involved, the charges can be stated plainly. However, where there is no clear evidence as to whether the member is guilty of a fault or sin, the camp officers should approach the member on the basis that such a fault or sin has been reported, and they would like to know if such reports are true or false. In the present trend of litigation, it is important not to accuse a member of a fault or sin unless there is clear, first hand evidence. Otherwise, there is the possibility of defamation of character.

2. Camp Cabinet Initiates and Processes Discipline Case.

Normally, disciplinary action is initiated by the camp cabinet (although there may be exceptions to this general procedure as outlined in the preceding section). Although every member has the responsibility to safeguard the name and integrity of the Association, camp officers have a special responsibility in this regard. Therefore, when it comes to the attention of any officer that a member's conduct is such as to be a cause for discipline, the camp president and chaplain (other camp cabinet members only with appropriate discretion) should be advised immediately. These two officers should investigate and then personally contact the member involved. Their contact will be on the basis of Galatians 6:1 ("Brothers, if anyone is caught in any transgression, you who are spiritual should restore him in a spirit of gentleness. Keep watch on yourself, lest you too be tempted.") and other appropriate Scriptures. There should always be reading of Scripture and prayer during the visit. Prayer should undergird a matter of discipline at every level from beginning to end.

- a. *When there is confession, repentance and restoration.* If the fault or sin that has been reported is verified, the member should be encouraged to confess, repent and put things right, as the case may be. If this happens, he or she should be forgiven and restored unless the fault is of such public notoriety as to be cause to either defer restoration to the Gideon ministry or make restoration impractical.
- b. *When there is a refusal to confess.* If the member does not repent, and indicates intent to persist in the fault or sin, the president and chaplain should seek to obtain the member's resignation on the spot. When a resignation under discipline takes

place, the camp president, or other officer, should immediately notify the state president and International Headquarters so there will be a proper record. If the member refuses to resign, he or she should be informed that the matter will be referred to the camp cabinet with a recommendation that their membership be terminated or suspended “for the best interest of the Association” on the basis of Bylaw Article 3, Section 7.

- c. *A “public” versus a “private” sin and the attendant publicity.* As has already been indicated, there are two primary considerations which have a bearing on restoration to the Gideon ministry.

The first consideration is the attitude of the offender. The member under discipline must manifest a truly repentant attitude without self-justification, haughtiness or intention to continue in the fault or sin.

The second consideration has to do with how much publicity has been given to the offense. If the matter has been kept relatively private, and there is repentance by the offender, restoration to the Gideon ministry may be effected either immediately or after a reasonable passage of time. On the other hand, if the matter has been publicized in the media, the court, or otherwise is generally known in the community, even though repentant, it usually is not possible for the member to continue in The Gideons International.

A vital function of carrying on the Gideon ministry is public relations. Members are constantly involved with contacting hotel managers, hospital administrators, school officials, etc., as well as pastors and churches. If, for example, a member has been publicly charged with stealing, violation of securities laws, marital infidelity, or public drunkenness (to name just a few case histories), it almost always is impractical for them to continue as a member of this Association.

This has no bearing on forgiveness. As the Lord forgives a man on the basis of I John 1:9, so will we forgive him. However, forgiveness and restoration are not the same thing. A member whose sin or fault has received wide notoriety cannot properly function in a ministry that is dependent on good public relations. Sometimes this can be resolved after the passage of

years, allowing the person's testimony to be restored in the community so that they can perform Gideon work without being an offense (II Corinthians 6:3). In other cases, there is no possibility of restoration because the damage is permanent insofar as public relations are concerned. The responsibility in this regard is to preserve the integrity and testimony of The Gideons International.

- d. *Response to the threat of a civil suit.* From its inception, the Association has followed the Biblical principle that its members should not go to civil court against a fellow Christian, according to I Corinthians 6:1-8, the first of which reads, "When one of you has a grievance against another, does he dare go to law before the unrighteous instead of the saints?" Members are strongly encouraged to abide by this principle. Depending on the circumstances, if a member goes to court against a fellow Christian, that member may become a discipline case because of such action. The Executive Committee and the International Cabinet, when making decisions, are not influenced by threats of court suits. However, every reasonable precaution should be taken concerning a member under discipline against defaming a person's character, and/or circulating information about the situation. Only those who are involved in the management process (i.e., camp, state, national, international officers) should be informed.

3. President and Chaplain Report to Camp Cabinet.

When the visit with the member under discipline is concluded, the president and chaplain should make a confidential report to the camp cabinet without delay (a special meeting of the cabinet should be called if there appears to be a very real degree of urgency). If the member under discipline has repented, and the offense is such that restoration to the Gideon ministry is prudent, this should be reported to the camp cabinet. If the member under discipline has submitted a resignation, this should be reported to the camp cabinet. If the member has not repented, and refuses to resign, the president and chaplain should make a full report to the cabinet of their investigation and visit. The camp cabinet, in turn, should recommend to the state cabinet in writing that the membership in question be terminated or suspended "for the best interest of the Association" as provided in Bylaw Article 3,

Section 7. Even if there is not a majority of the camp cabinet in support of the recommendation, the matter should be referred to the state cabinet for investigation and possible action.

4. State Cabinet, in Conjunction with International Trustee, Takes Action as Required.

The letter of recommendation from the camp cabinet should contain a short statement of the charges against the member. If the member has admitted guilt, the letter should contain a statement to that effect.

If the member denies being guilty of such conduct, the letter should simply state that the camp cabinet believes the member is engaged in “practices injurious to the spiritual life of a Christian.” It should then state that the member denies guilt, nevertheless the camp cabinet recommends disciplinary action be taken against the member “for the best interest of the Association.”

Upon receipt of such a letter from the camp cabinet or other notification that there is a problem in the camp sufficient to cause disciplinary action, the state cabinet should closely investigate the matter, and inform the international trustee.

5. Camp-State Recommendations to International Cabinet through Executive Committee.

If the matter is not resolved by the state cabinet working with the international trustee, the letters of charges, together with recommendations of the camp cabinet, state cabinet and international trustee, should be referred in writing to the International Cabinet through the Executive Committee. These letters should be sent to the executive director at International Headquarters. The international trustee should write a concurring letter.

6. Letter from Executive Director to Member under Discipline.

Upon receipt of letters of charges from both the camp and state cabinets, and the international trustee, the executive director will then write the member under discipline advising them of the charges and recommendations relative to termination or suspension of their membership. The letter should offer the member an opportunity to supply in writing any defense or additional information they might wish to give for presentation

to the Executive Committee. The policy of both the Executive Committee and International Cabinet is not to give personal audience to a member under discipline as this is handled at the camp and state level, and sometimes by the international trustee himself. The member under discipline is advised of the date of the next meeting of the Executive Committee when the matter will be considered for referral to the International Cabinet.

7. Recommendation of Executive Committee to International Cabinet.

After the preceding steps have been completed, assuming that the Executive Committee concurs with the camp and state cabinets, and the international trustee, a recommendation is then made to the International Cabinet that the membership of the member under discipline be terminated or suspended “for the best interest of the Association” on the basis of Bylaw Article 3, Section 7. If the Executive Committee feels that there should be additional investigation, etc., by the state or camp, such a request is made.

8. Action by the International Cabinet.

At the next meeting of the International Cabinet following the recommendation of the Executive Committee, a decision is reached relative to termination or suspension of the member under discipline. Thereafter, this decision is communicated in writing by the executive director to the member under discipline with copies to appropriate officers at every level.

SUMMARY OF OPERATIONAL PROCEDURE

1. Determine whether there is clear evidence of a fault or sin versus a rumor or second-hand report.
2. Camp Cabinet initiates and processes discipline case, with the following important considerations:
 - a. When there is confession, repentance and restoration
 - b. When there is a refusal to confess, proceed with discipline case
 - c. A “public” versus a “private” sin and possible publicity
 - d. Response to the threat of a civil suit

3. President and chaplain report to Camp Cabinet.
4. State Cabinet, in conjunction with international trustee, takes action as required.
5. Camp-state recommendations to International Cabinet through Executive Committee.
6. Letter from executive director to Gideon under discipline.
7. Recommendation of Executive Committee to International Cabinet.
8. Action by International Cabinet.

HELPFUL SCRIPTURES

In addition to those already mentioned, the following Scriptures may prove helpful when handling a disciplinary situation:

Proverbs 13:10a	Pride and contention
Proverbs 25:28	Disciplined living
Proverbs 28:13	Confession is primary
Joshua 7:20, 21	Full confession is important
Psalms 32:5	Acknowledgement and confession
Psalms 51:1-4, 7	Confession and restoration
Psalms 51:12, 17	Confession and restoration
Proverbs 17:9	Discreetness and confidentiality
Jeremiah 31:18, 19	Steps to repentance
Leviticus 5:16	Make amends
Numbers 5:6, 7	Confession and restitution
Lamentations 5:21	Renewal
Proverbs 24:16a	Restoration
II Corinthians 2:4-11	Forgiveness

CONCLUSION

In an association with thousands of members, it is inevitable that there will be a cause for discipline. Discipline is a function of management. When exercising this responsibility, officers will follow the operational procedure outlined in this manual. This will preserve the integrity and good name of The Gideons International, will be for the welfare of the member overtaken in a fault, and will insure the continued fruitfulness of this ministry with minimum confusion and disruption.

Guidelines cannot cover every single situation. Thus, good judgment is required by the officers exercising discipline, especially at the camp-state level. There must also be reliance upon the Holy Spirit in each step of the process. Faith, prayer and the Word of God are indispensable elements in following the guidelines of this manual. If discipline is undertaken in this spirit, the results will glorify God.

KEY POLICIES OF THE GIDEONS INTERNATIONAL

As stated in the introduction to this Guide Book, in an organization as large and complex as The Gideons International there must be certain policies that ensure uniform adherence to its core values and orderly execution of its purpose. The International Cabinet over the years has established certain policies that are followed throughout the worldwide ministry. Further, the International Cabinet is the only entity within the Association that has the authority to establish these policies, and International Headquarters, through the executive director serving as secretary to the International Cabinet, is charged with enforcing their compliance. All members should be fully cognizant of the following key policies of The Gideons International and adhere to them in all their Gideon activity.

SCRIPTURE VERSIONS POLICY

The Association will distribute only those versions of the Scriptures, for any and all languages, which were translated by protestant scholars who held (or hold) to the doctrine of verbal, plenary inspiration of the Scriptures. In other words, we only use versions of the Scriptures which were translated by those who believe that the very words of the Bible were inspired by the Holy Spirit, and that they were inspired in their entirety.

SCRIPTURE DISTRIBUTION AFFILIATION POLICY

The Gideons International does not affiliate (i.e., enter into a formal association) with any other organization in carrying out the program of The Gideons International. The Gideons International does not participate in the program of any other organization and this applies in all Gideon countries.

Therefore, the Gideon Scripture distribution program has as its ultimate aim the distribution and placement of Scriptures by Gideons and Auxiliary. This means that Scriptures are not supplied by The Gideons International to other Christian groups, churches, or individuals. On occasion, the International Cabinet has approved exceptions where access for distributions is not allowed or not physically possible. When a direct distribution or placement is proven not to be possible in an approved area, it is permitted for Scriptures to be left with and distributed by chaplains, directors, or senior managers (e.g., military chaplains, prison chaplains, chaplains of domestic violence shelters, directors of crisis pregnancy centers, hospital/nursing home chaplains, hotel managers, receptionists in doctor's offices). In these cases,

only a small supply (three to four months) should be left and regular follow-up to replenish the Scriptures must occur. Every effort should be made to build and maintain relationships with these individuals. The Life Book is an exception approved by the International Cabinet to the policy of non-affiliation with other organizations inasmuch as it is distributed by high school students to their peers.

This policy eliminates the possibility of Gideons duplicating the work done by other Christian organizations, ensures that The Gideons International does not compete with Christian bookstores and Christian publishing houses, and also ensures that our program will maintain its identity separate from others. This also precludes Gideons from distributing Scriptures and other material not approved by the International Cabinet if such distributions are in any way identified with The Gideons International. At every placement and distribution, members should determine the availability of existing Scripture inventory.

NON-QUALIFIED CHURCHES

Members of the following churches (or groups) are not eligible for Gideon membership according to the International Cabinet's official interpretation of Article 3 of the constitution. Further, Gideons must not solicit or hold services in, nor solicit funds from Roman Catholics, Jehovah's Witnesses, Mormons (LDS), Community of Christ, Christian Scientists, Seventh-Day Adventists, Advent Christians, the Orthodox Churches (i.e., Eastern, Greek, Syrian, Russian, Western, etc.), Unitarian, Universalist, and Oneness Churches.

The Oneness error perverts the truth. It does not deny the deity of Christ but rather misrepresents Him to the exclusion of the proper acknowledgment of the Father and the Holy Spirit. The Oneness doctrine error is considered critical in importance because each person in the Trinity plays a part in the redemption of mankind: Father, Son, and Holy Spirit. Pastors and members from these churches should not be invited to attend Gideon functions.

SAFEKEEPING OF RECORDS AND FINANCES

The Executive Committee has recommended procedures to be followed by camp treasurers and/or camp church ministry chairmen for handling funds received from banquet offerings, church presentations, etc. as follows:

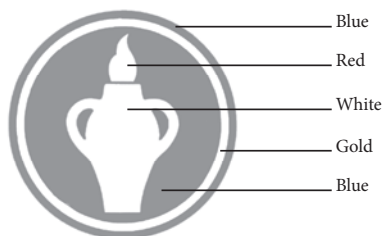
1. As soon as the checks are received from a Faith Fund offering, church presentation, etc., they should be endorsed “For Deposit Only” (endorsement stamp is recommended). At least two persons should be involved in the process and funds received should be deposited as soon as possible. Funds should be kept in a secure place until they are deposited.
2. If the Gideon camp uses a night bank depository, two Gideons should go to the bank and physically see that the bag containing cash and checks is placed in the depository. The night depository should be shut and locked, and then re-opened to make certain that the bag has dropped into the receptacle where it cannot be retrieved by a third party.
3. This procedure is especially important in connection with camp rallies, state and national association conventions, and other large Gideon meetings. In such cases, the host Gideons may want to arrange to have bank guards, or other security personnel, available to protect the funds while they are being received at the hotel where the meeting is being held, and to transport these funds to the bank for deposit.
4. Keep an accurate, but separate, record of all Scripture Funds and Camp General Funds received. The camp treasurer should be able to give an accurate report of the camp finances at any time if proper records are maintained. Records of all financial transactions should be maintained in a secure location and copies of records or backup discs should also be maintained. Further information can be found in the Camp Treasurer's Manual (Item 512).
5. All records should be audited immediately following the close of the fiscal year.

THE APPROVED GIDEON EMBLEM

There have been several different designs for the Gideon emblem over the years. The design shown here is the only official design approved by the International Cabinet. In order to preserve the uniformity and protect the trademark of The Gideons International no other emblem should be used. The design shown on the following page may be reproduced and used as copy in official publications.



*Authorized Emblem to be
Used for Reproduction*



*Diagram Indicating Authorized
Colors for Full-Color Reproduction*

USE OF GIDEON NAME AND EMBLEM

The Gideon name and emblem are registered as a trademark with the governments of more than 190 countries, territories, and possessions. No brochures, tracts, folders, pamphlets, forms, books, presentations, tapes, videos, displays, lecterns, etc. are to be published, manufactured or produced in the name of The Gideons International or using the Gideon name or emblem except those authorized by the International Cabinet or a committee appointed by the Cabinet (usually the Executive Committee). This policy also applies to the Internet, including social networking sites, and to manufactured products including novelty items such as jewelry, pen sets, wearing apparel, etc. This policy, of course, does not apply to the publication of a special state or camp Gideon paper or newsletter for circulation among Gideons, but does apply to any other publications for distribution to Gideons or to the public.

MEANING OF THE EMBLEM

The Gideon emblem is simple in design, yet rich in its symbolism of the Christian faith. Each of its elements brings a spiritual challenge to the lives of those who wear it.

- **The Circle of Gold** — The circle itself reminds us of God, without beginning or end. The color gold means “belonging to God.” To be a Gideon, a man must, first and foremost, be born again, a child of the King.
- **The Background** — The background of the emblem is blue. The

color blue reminds us again of our heavenly relationship. We are God's children, protected and blessed by Him.

- The White Pitcher — The original use of the pitcher was to carry water, but Gideon used the pitcher for a different purpose, to carry the light. This represents a Christian's willingness to lay aside personal plans and purposes in order to use his vessel to carry the Light of the World. "But we have this treasure in earthen vessels, that the excellency of the power may be of God, and not of us." (2 Corinthians 4:7). The color white symbolizes the righteousness of God and the purity of life seen in one who walks with God.
- The Red Flame — The flame represents the Word of God. "Thy Word is a lamp unto my feet and light unto my path." (Psalm 119:105). The color red reminds us of the blood of Jesus, shed for our redemption.

ELECTRONIC COMMUNICATIONS

A. Social Media

The International Headquarters provides and moderates the only public social media presence within The Gideons International. Only the International Headquarters is authorized to establish and moderate public social media accounts bearing the name and/or logo or other brand identities of The Gideons International. Public social media includes the various online technology tools that enable people to communicate easily via the Internet to share information and resources. Social media can include text, audio, video, images, podcasts, online websites such as Facebook, Twitter, LinkedIn, YouTube, Instagram, Vimeo, WhatsApp, blogs and other multi social media communications.

Members, camps and state associations are not authorized to establish publicly accessible social media accounts in the name of the Association or representative of the Association. National associations may create their own social media sites subject to all social media policies and guidelines adopted by the International Cabinet.

Members should be acutely aware that any posting on their private social media accounts has the potential for instantaneous worldwide distribution. While individual members are entitled to their own views on such subjects as other religions, political issues, social issues and the like, in declaring their views on private social networks, they must not identify themselves

as members of The Gideons International. Members are not allowed to use the name and/or logo of The Gideons International in any of their public social media posts or profiles with the exception of reposting The Gideons International blog posts or other public content.

Private social media accounts, groups, and applications are allowable providing they conform to the following guidelines:

1. The content for the private social media account exists in a secure environment (closed, private, or secret format).
2. Viewers of the content must be invited to the private social media account by members and for members only.
3. Access to the content by unauthorized users is not available.

B. Internet

In order to maintain a consistent Internet presence, www.gideons.org is the only official website within The Gideons International. The website is maintained by the International Headquarters. In keeping with consistency and brand awareness, USA state associations and camps (USA and IOM) are not authorized to establish their own websites. Links from the website of The Gideons International may only be established by International Headquarters. Links from other sites to The Gideons International website may be established as long as the original site is a recognized protestant, evangelical church or organization. Any exceptions to this policy must be approved by the International Headquarters.

National associations may create their own websites. The public pages of websites are to be directly linked to the official website of The Gideons International www.gideons.org. Websites and other electronic media activities are subject to all social media policies and guidelines adopted by the International Cabinet.

C. Email

Although the usefulness of email as a communications tool is widely recognized and valued, in order to avoid the appearance of spam, email communications representing camps and state/national associations should be used only as needed. Camps and state/national associations may establish an email prayer chain, an email newsletter, or other informational content for the membership of their specific entity when the following conditions are met:

1. Approval of respective camp or state/national chaplain or president
2. The message board on *theConnection* is used as the basis of communication. The message board will communicate to members via email if they have so indicated on their personal profile.

D. Blogs

The official blog of The Gideons International is updated regularly by International Headquarters. Content from the official blog may be re-posted by individual members to their own blog sites or to their personal social media accounts. Members may not mix, edit or alter in any way this content when it is shared.

Any information regarding The Gideons International that is posted to any blog must be of a positive nature that glorifies the Lord. Members and all entities of The Gideons International may not post blogs that refer to The Gideons International in conjunction with those that may be identified as either supporting or protesting any candidate, political cause, social position, governmental or similar causes.

E. Videos and Other Electronic Files

Videos that have been posted by International Headquarters in any of the Association official media sites may not be re-posted to other public video sharing sites, such as You Tube, Vimeo, etc. Videos that have been posted by International Headquarters in any of the Association official media sites may be reposted (or the link shared) on their personal blog or other online presence.

F. Online Sharing of Gideon Content

Members may only share content already made public by The Gideons International in any of the Association official media sites. This includes text, videos, photos and other online content posted to a social media page that is an authorized social media presence of The Gideons International. Members may not mix, edit or alter in any way this content when it is shared. Also, videos that have been posted by International Headquarters in any of the Association's official media sites may not be re-posted by members to other public video sharing sites, such as You Tube, Vimeo, etc.

Members may not repost material concerning The Gideons International that has been made public from any other source. This would include such items as news stories by online news services, reports of Gideon activities posted by the general public or any other content about The Gideons Inter-

national that is clearly not a work created by The Gideons International. The exception would be content that is re-posted within an official social media presence of The Gideons International such as www.gideons.org/blog or the official Facebook page.

When sharing official content of The Gideons International, members should provide an active link to the original location of the content, if such a link is not automatically included by the sharing tool being used.

BUSINESS USE OF GIDEON INFORMATION

According to rules of the International Cabinet, the Gideon name or emblem shall not be used in connection with business stationery or advertising. This means that it should never be used on business cards (except those used for Gideon activity) or political or other advertising. Rules of the International Cabinet also state specifically that, “The Gideon name or emblem shall not be used by any individual or group for any private or personal gain or advantage.”

The policy of the Association specifies that direct mailings, including email, to Gideons by camps, state or national associations, or individual members must be those containing Gideon subject matter only. Approved subject matter for such mailings includes such items as the promotion of Gideon meetings, training events, Faith Fund banquets, etc. This policy prohibits mailings which identify the Gideon name and emblem with non-Gideon subjects or activity, such as political matters, church or denominational matters, social concerns, solicitations for other causes, etc.

Some state associations publish directories containing the names and addresses of all members, and such information is also available in limited form in *theConnection*. Such information should never be used for any purpose not directly related to the Gideon ministry, nor should such information be supplied to other persons. A statement to this effect should appear prominently in any membership directory.

PUBLICITY

Publicity is defined as seeking to draw attention through the media. The long-standing policy of the Association is that Gideons do not seek publicity that seeks to attract attention through media coverage. The effectiveness of the ministry of The Gideons International is in no way dependent upon publicity. Many cases could be cited of instances when areas of Scripture

distribution have been closed to The Gideons International because of indiscriminate publicity efforts. The primary method for sharing the Gideon message to Christians is through the presentation of the Gideon message to church congregations by Gideons.

Ours is a spiritual ministry. Prayer and dependence on the work of the Holy Spirit are necessary if our purpose of winning the lost for Christ is to be realized. Many years of experience have proven that the Gideon ministry flourishes best when carried on in a prayerful, quiet, unobtrusive manner. Finances are also necessary; and these come through churches, the Gideon-Card Bible Program, and individual gifts. While public advertising might seem effective in a few cases, more often than not it proves to be a vehicle for bringing our ministry to the attention of those who would oppose the activities in which we are engaged. Except as approved by the International Cabinet, advertising should never be purchased.

Although we do not seek publicity, requests are occasionally received from the news media for news releases or other information about The Gideons. Those requests should always be directed to the International Headquarters.

PUBLIC RELATIONS

Public relations is defined as using strategic messages to influence a targeted audience. Public relations assist the Association in accomplishing its single purpose of winning the lost for Christ by sharing strategic messages with appropriate audiences approved by the International Cabinet, including, without limitation, members, potential members, pastors, churches, and Friends. Public relations materials are created only by the International Headquarters and used by the staff and Gideons in interacting with approved audiences. Gideons should not prepare their own public relations materials. Thoughts and concepts for public relations materials should be submitted through their state or national leadership team.

TOPICS OF DISCUSSION

The Association has a long-standing policy that prohibits the discussion of doctrinal matters and the performance of certain practices regarding which earnest Christians have different opinions. Specifically, communion services, baptismal services, divine healing meetings, speaking in tongues, and other similar practices should never be discussed or engaged in during, or in connection with, Gideon meetings.

From a positive standpoint, we should focus on the power of the Word of God and winning the lost to Christ, which is the purpose of The Gideons.

When this policy is violated, it inevitably brings division among our members and serves to tear down our ministry, rather than build it up. Every Gideon has the right to his own persuasion regarding such doctrinal matters and practices, but to repeat, we must refrain from discussing or performing such practices at Gideon meetings and focus on the primary things regarding which we can all agree as members of this Association.

SOCIAL, POLITICAL, AND OTHER CAUSES

The policy of the Association is that Gideons and camps must not be identified as either supporting or protesting various social, political, governmental, or similar organized causes.

Each Gideon has a right to his own personal views on such subjects as political candidates and issues, social groups, unions, etc. However, in declaring his views on such subjects, he must not identify himself as a Gideon. Also Gideons must not write letters or emails, make statements, or give public opinions of either support or protest, identifying themselves as Gideons, or in the name of a Gideon camp or association to candidates, political or social organizations, unions, etc.

POLICY ON HUMAN SEXUALITY

The Gideons International believes the Bible to be the inspired, infallible, inerrant Word of God. We accept the literal translation of the Scriptures in regard to human sexuality and the Biblical standard of a Christian marriage being between one man and one woman. Therefore, it is inappropriate for our ministry to participate in any Gideon activity with individual congregations that publicly hold different views.

GIDEONS TRAVELING ABROAD

Many times Gideons who travel abroad expect the local Gideons to prepare special meetings, hold special functions, or show exceptional consideration when they are in the area. It must be understood that it is unreasonable to expect local Gideons to make special preparations for visiting Gideons, except for official representatives of the International Cabinet and International Outreach Committee assigned to conduct camp visitation. A special booklet, *Gideons Abroad* (Item 906), has been prepared as a guide for Gideons who plan to travel abroad. Any further questions concerning visits to international outreach countries should be directed to the International Division at International Headquarters.

BEQUESTS, TRUSTS, AND OTHER SPECIAL GIFTS

Some Gideons are unfamiliar with legal practices involving estates and trusts and thus are unaware of the proper procedure to follow when notified by the executor of an estate, or the trustee of a trust, or some other person, of a bequest to The Gideons International. Gideons are advised that the only non-profit corporation in the USA involving Gideons is The Gideons International, P.O. Box 140800, 50 Century Blvd., Nashville, Tennessee 37214-0800, and that all camps and state associations are unincorporated subsidiaries. Thus, upon receipt of any notification from an executor or other person concerning an estate or trust from which The Gideons International will benefit, the complete information should immediately be forwarded to International Headquarters along with a copy of the document, if available. Even though the bequest may be designated for use by a camp or state association, it is essential that all correspondence, checks, documents, etc. first be cleared through International Headquarters, which then will consult the Association's legal counsel. As per Bylaw Article 7, Section 1, all monies received by The Gideons International, when not otherwise designated, are credited to the General Fund; however, such gifts are often placed in the Scripture Fund by action of the Finance Committee.

Gifts from estates, gifts of securities, proceeds from life insurance policies, etc., should be immediately forwarded to International Headquarters without depositing in the bank. It is important that these be properly cleared through legal counsel. When forwarding estate or trust checks, also include copies of all correspondence and documents. The cooperation of Gideon members in following this procedure is greatly appreciated.

APPROVED METHODS FOR SECURING FUNDS

The three approved promotional methods for securing funds for general expenses and to purchase and place Scriptures are: (a) through personal contributions and bequests, (b) through offerings taken at the time of church presentations, and (c) the GideonCard Bible Program.

Other methods of soliciting funds have been considered but not approved. These methods are not intended to preclude the appropriate distribution of approved public relations materials.

This means that Gideons are not to participate in flea markets, auctions, or various other promotional programs for the purpose of securing Gideon Scripture, administrative, or camp funds of any kind.

USE OF PUBLISHED MUSIC

The penalties for using copyrighted music without permission have become very stringent and are being enforced. To avoid violation of copyright laws, it is important that Gideons operate within careful guidelines as it relates to using music at Gideon meetings, conferences, or conventions. To that end, particular attention must be paid to the following points:

1. It is a violation of copyright law to reprint the words of a song with or without the music notes. Gideons should not reprint songs on banquet programs or make photocopies of music selections.
2. Music at Gideon meetings should not be recorded. If music is accidentally recorded, it should never be reproduced or sold.
3. If any display of song lyrics is desired, whether it be on a screen or a handout, an “Event License” issued by Christian Copyright Licensing International (CCLI) must be obtained, which will be valid for a 7-day period. Call CCLI at 800-234-2446, and furnish the list of songs that will be reproduced and the number of people expected to attend the event. The charge for the CCLI license will be based on the number of people in attendance; however, the fee is far less than the potential consequences. Go to www.ccli.com for additional information.

POLICY ON ATTIRE

The Gideons International has a long-standing practice of encouraging members to dress in business professional attire at all times when representing the Association, consistent with practices for generations for much of the business world. The reasons for these practices were all quite appropriate, and remain so today. In almost any culture, appearance contributes significantly toward the impression someone derives about an individual and the organization of which he is a part. People often make assessments about our abilities, our professionalism, our integrity and even our approachability because of the way we look and dress. A predominant guiding principle for The Gideons International is that members should not call undue attention to themselves while representing the association. Additionally, it was thought that the most conservative standard was always safe. That thinking may no longer be applicable in some situations.

In recent years a significant shift in practices and standards of attire has occurred in both the business world and in many evangelical churches. There is a pronounced emphasis toward a more casual manner of dress for many

parts of these groups, including the leadership of them. Attire practices vary greatly. Rural areas differ from urban areas, which differ from major metropolitan areas. Recently formed groups may differ from long established entities. The attire practices of businesses and churches predominantly made up of younger individuals may greatly vary from those having a majority of older ones. Practices vary within countries and regions. For example, in the United States the practices on the East Coast are much different than those in the Midwest, and both will vary from those in the west.

All of these factors make it very difficult to establish one attire policy that will fit every scenario. It is important that members dress in a manner that favorably reflects on the mission of the Association, while also enabling the ability to effectively connect with those with whom they interface. Thus, it is appropriate that members apply suitable principles to their attire decisions, doing so with flexibility, adapting to the specific circumstances in which they are serving.

The following principles regarding attire and appearance should be applied whenever a member represents The Gideons International in any capacity. Prayerful consideration should be given with regard to the activity, the practices of those with whom the member interacts, and the specific circumstances of service.

- a) It is critical that every attempt be made to walk worthy of the calling placed upon us by the Lord, and that we always exhibit the utmost respect for the Word of God with which we are entrusted and the churches we minister alongside. Ephesians 4:1-3; Colossians 1: 9-11
- b) All members should be conscious that how they look will reflect upon the integrity of this association, and should maintain a well-groomed appearance. Members should be careful not to call undue attention to themselves.
- c) Be mindful to be appropriate to the venue, the assignment and the circumstance. Consider how those with whom you interact will be dressed. Standards will vary from church to church, and from business to business. Standards in external meetings in which we interface with the public will vary from those internal events held in private settings.
- d) The governing Cabinet at each level of the association has the right to specify the dress policy for a particular event or activity they are leading, and if a higher degree of formality is deemed to be important. A president or cabinet representative may also request a member to change, if

their attire is inappropriate for an activity in which they are participating.

e) The two opportunities for service in which a member's attire would most likely have an impact on the external perception of the association are church presentations and Scripture distributions. Review the corresponding program manuals for additional guidance for those endeavors.

CORPORATE APPAREL

As members strive side by side for the faith of the Gospel, they may enjoy wearing apparel that identifies them as Gideons. Many items of corporate apparel are available and are a good way to enjoy unity and celebrate the Association.

This clothing may also help members have important conversations. People may recognize the graphic and engage members in conversation about a testimony or other Gideon-related story. Non-members may inquire about what the graphic means, opening the door for a discussion about the benefits of membership to qualified individuals or for sharing the Gospel with a non-Christian.

All corporate apparel available on theConnection is designed to enable individuals to identify themselves as members of the Association at appropriate events. In accordance with the Attire Policy, corporate apparel is not limited to, but may be worn for, church services where the pastor and congregation dress casual, Scripture distributions, or non-Gideon functions where Gideons may promote the Association.

When members purchase and wear corporate apparel, we pray it serves as a reminder to live in a manner worthy of the gospel of Christ. To maintain the integrity of the Association, corporate apparel should not be gifted, donated, worn by non-members, or co-branded with any other organization.

It is important that member's use of items bearing the logo, or emblem, of The Gideons International be done in a manner that favorably reflects on the mission of the Association, while also enabling the ability to effectively connect with those to whom they interface.

Therefore, it is recommended that a "Corporate Apparel Statement of Accountability" (tag) be included with each item that reflects the personal accountability of the user.

Corporate Apparel Statement of Accountability

FRONT:

It is our prayer that wearing this item will serve as a reminder to let your manner of life be worthy of the gospel of Christ.

BACK:

You help maintain the integrity of The Gideons International and the witness of its members by ensuring this item is only worn by members and not branded by other organizations.

BACK AUXILIARY:

You help maintain the integrity of the Auxiliary of The Gideons International and the witness of its members by ensuring this item is only worn by Auxiliary members and not branded by other organizations.

Corporate Merchandise Items (General Use)

Members of this Association strive side by side for the faith of the Gospel with other members and with various individuals and groups in our communities. As members associate for service, there may be a need for items (such as mugs or pens) that promote the Association and can be used as gifts. Members may also appreciate these items for personal use.

The International Cabinet has approved a range of merchandise items available for purchase through *theConnection*. Members and camps are encouraged to use these items and to consider them as gifts for friends, family, donors, or others in the community (pastors, etc.).

Camps or members who believe they have need of clothing or a merchandise item that is not available through *theConnection*, must work through their state or national leadership to have a request brought before the International Cabinet for review and final approval. It is important that member's use of items bearing the logo or emblem of The Gideons International be done in a manner that favorably reflects on the mission of the Association, while also enabling the ability to effectively connect with those to whom they interface.

Therefore, it is recommended a "Merchandise Statement of Accountability" (tag) be included with each item that reflects the accountability of the user.

Corporate Merchandise - Merchandise Statement of Accountability

FRONT:

The Gideons International encourages its members to use this item to promote the ministry of the Association in such a way as to reflect its core values.

BACK:

This item may be given as a gift to a friend, family member, donor, or community influencer to promote the ministry of the Association.

PRESENTATION OF AWARDS

Inasmuch as all glory within The Gideons International belongs to our Lord, Gideons or Auxiliary do not make official presentations of plaques, mementoes, awards, etc., as part of an official Gideon program at Gideon or Auxiliary functions, to members in recognition of achievements, positions held or services rendered.

SEPARATE MEETINGS AT INTERNATIONAL CONVENTION

The International Cabinet has adopted the following policy in connection with the International Convention:

“That no organized meetings of USA state associations or Gideon countries be held during the International Convention, since such meetings often take up needed hotel facilities, require the use of hotel personnel, tend to create factionalism which detracts from the international aspect of the Convention, and otherwise cause problems.”

PARLIAMENTARY PROCEDURE

Robert's Rules of Order is the parliamentary procedure adopted by The Gideons International for its business meetings. Such rules relate to the orderly transaction of business in meetings and to the duties of officers. The object of rules of order is to facilitate smooth functioning of business meetings and to provide a firm basis for resolving questions of procedure that may arise. *Robert's Rules of Order* is to be used for conducting business, including calling to order, obtaining and assigning the floor, handling motions, debates, the procedure for amending motions, recesses, adjournment, etc. Camp presidents should understand general parliamentary procedure and be familiar with *Robert's Rules of Order*, latest editions of which may be purchased at most bookstores or online.

POLICIES RELATED TO CONDUCTING SPECIFIC PROGRAMS

In order to conduct the programs of The Gideons International in a uniform and acceptable manner, certain policies must be followed. Those policies are found in the material associated with each Gideon program, for example:

1. Scripture Distribution Policies:
 - *Scripture Distribution Manual* (Item 115)
 - *Guidelines for Gideon Scripture Distributions* (Item 114)

- *Guidelines for Sidewalk Youth Testament Distribution* (Item 105)
- 2. Policies Concerning Church Presentations, Speaker Qualification, Annual Pastors Events, and Church Relations:
 - *Church Ministry Program Manual* (Item 223)
- 3. Conducting the GideonCard Bible Program
 - *GideonCard Bible Program Manual* (Item 814)
- 4. Membership Recruitment and Retention Policies
 - *Membership Program Manual* (Item 128)
- 5. Conducting the Prayer & Personal Witnessing Program
 - *Prayer and Personal Witnessing Manual* (Item 400)
- 6. Conducting the Faith Fund Program
 - *Faith Fund Manual* (Item 131)
- 7. Camp Administration
 - *Camp Management Manual* (Item 133)
- 8. USA State Associations
 - *State Management Manual* (Item 509)
 - *State Convention Manual* (Item 2102)

FRIENDS OF GIDEONS

Article 13 of the Bylaws of The Gideons International provides for Friends of Gideons, which is a non-member group connected to the Association for the purpose of cultivating prayer support and financial giving, thus assisting in our primary objective to win the lost for Christ.

Registration and a database for Friends of Gideons in the USA is maintained at International Headquarters; however, each friend is connected to a camp for local contact and information as appropriate. The primary camp contact is through the Faith Fund chairman. Friends of Gideons can be invited to Annual Pastors Events and Faith Fund Rallies, but are not authorized to participate in Scripture distributions or other camp activities.

Individuals may register as Friends of Gideons either as a prayer partner or a financial partner; it is assumed that a financial partner will also pray regularly for Gideon activity. In either function, Friends of Gideons will receive information and benefits direct from International Headquarters, as follows:

Prayer Partners

- Combined Prayer and Bible Reading Calendar
- Invitation to Pastors Events or Faith Fund Rallies

Financial Partners

- Combined Prayer and Bible Reading Calendar
- Invitation to Pastors Events or Faith Fund Rallies
- 12 New Testaments (without Gideon logo)
- 3 Issues of *The Gideon* magazine
- A copy of the book, *Secret to an Open Door*

A financial partner is defined as one who contributes annually in either of three levels:

- A. Faith Offering - at least \$120.00 annually
- B. Hope Offering - at least \$600.00 annually
- C. Love Offering - at least \$1,200.00 annually

There is no distinction between the three levels of financial partners with respect to the benefits received.

USA camps will receive a \$12 rebate after the end of the fiscal year for each Friend of Gideons who is registered as a financial partner and assigned to their camp. The rebate is to be used by the camp to cover any related support cost to promote Friends of Gideons.

The first \$120.00 received each year from any Friends of Gideons financial partner may be used at the Finance Committee's discretion for Scripture distribution support costs. Additional contributions from friends, if undesignated, will be applied to the International Outreach Fund.

FINANCE

FINANCIAL MANAGEMENT

The International Finance Committee, as a standing committee of the International Cabinet, is charged with the responsibility of preparing the administrative budget and supervising all financial matters of The Gideons International. The committee's duties include recommending securities for investment, arranging the annual financial audit of the Association, and recommending a Scripture Funds Goal each fiscal year for presentation to the membership for ratification at the International Convention. The committee consists of six members appointed by the international president with the approval of the International Cabinet. The international treasurer, who is elected annually by the membership at the Annual Meeting, serves as chairman of the Finance Committee. The executive director, in his role as secretary of the Association, serves as secretary of the committee with the assistance of the chief financial officer.

LEGAL AND TAX EXEMPT STATUS – USA

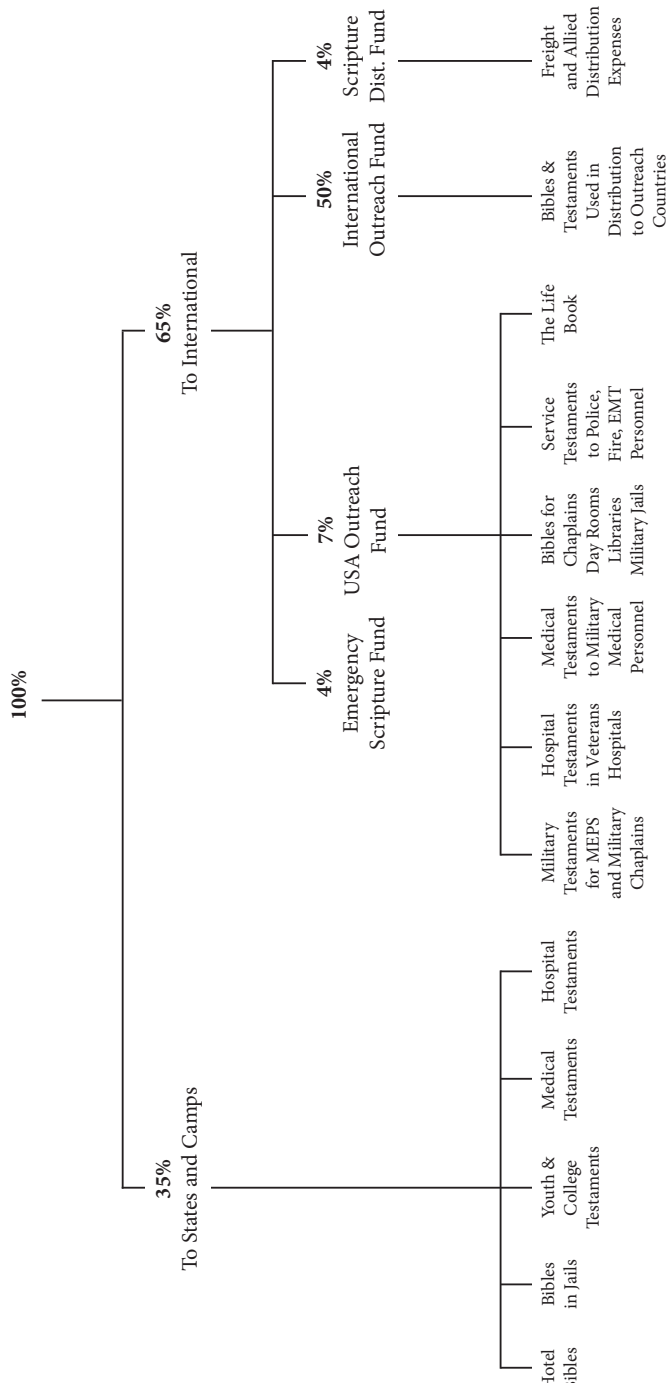
The Gideons International in the USA is incorporated and exists under the laws of the state of Illinois, having had its headquarters in Chicago, Illinois, USA for over sixty years. Since 1964, the headquarters has been located in Nashville, Tennessee. The Association operates in Tennessee as a foreign corporation (i.e., outside the state of incorporation) authorized to do business in this state.

The official corporate name of the Association is The Gideons International, which is a non-profit membership corporation qualified under paragraph 501(c)(3) of the Internal Revenue Code of the United States of America. The corporation is listed on the IRS website under Publication 78, Treasury Department's Cumulative List of Organizations. Thus, gifts to The Gideons International may be itemized as charitable deductions on USA federal tax returns.

Cash contributions to The Gideons International are generally deductible in the USA for income tax purposes to the extent of 50% of adjusted gross income with carryover to future years as allowed. Donations may be designated for the general fund for use in conducting the overall ministry, or to purchase and place Scriptures. Individual receipts may be required to insure compliance with current IRS regulations. Those who wish to take a tax deduction for gifts to The Gideons should seek the advice of their tax professionals.

CONTRIBUTIONS

Church Offerings and GideonCard Bible Program Donations



Offerings received from Gideon church presentations and the GideonCard Bible Program may not be designated for any specific fund, but must be allocated as above. However, a group in a church (a ladies' group, a missionary group, the board of deacons or officers, etc.) may designate an offering to International Outreach Fund, USA Outreach Fund or some other fund, as long as this is not in lieu of a Gideon speaker. If an individual specifies that his gift through the camp is designated for a particular fund, then the entire gift is credited to that fund. Individual gifts or donations undesignated and sent direct to International Headquarters by donor, without reference to any camp or fund, are placed in the General Fund as specified in the Bylaws.

Charitable gifts of property may also be made, which will allow the fair market value of the property to be deductible, generally up to 30% of adjusted gross income, if the property qualifies for long-term capital gains treatment. The deduction for other property may depend on its cost basis. Any deductions that exceed the above noted limits may qualify for carryover into future years as specified by IRS regulations.

Since tax laws regarding charitable contributions are complex, it is suggested that a donor contact his accountant or lawyer if there is a question. In case of audit, a good way to satisfy the examiner that gifts to The Gideons International are tax deductible is to refer the examiner to Publication 78 on the Internal Revenue Service website.

Tax implications in countries outside the United States vary depending on the laws of those countries.

FISCAL YEAR

The fiscal year of The Gideons International is June 1 through May 31.

ALLOCATION OF CONTRIBUTIONS

All contributions to The Gideons International that are received in the USA either through offerings at the time of church presentations or through the GideonCard Bible Program are allocated among Scripture Funds as indicated by the contributions chart in this section.

Following is a description of the Scripture Funds indicated on the allocation chart:

1. Camp Scripture Fund – 35%

Church and GideonCard donations are the major source of the Camp Scripture Fund, from which a camp purchases Scriptures to be placed or distributed in its geographic area. Under certain unusual circumstances, part or all of this 35% allocation may be credited to a state association's Undistributed Scripture Fund for use by camps within the state association or to assist with state-sponsored Scripture blitzes.

2. Emergency Scripture Fund – 4%

The Emergency Scripture Fund is used basically as the name implies; i.e., for supplying Scriptures in an urgent situation when other funds are not available. The most common use of the Emergency Scripture Fund is for USA Metropolitan Scripture Blitzes.

3. USA Outreach Fund – 7%

This 7% is used to provide Scriptures to military personnel, military chaplains, emergency services personnel, and to place Scriptures in Veterans Administration hospitals and nursing homes. It is also the source of funding for The Life Book.

4. International Outreach Fund – 50%

The International Outreach Fund is the major source of funding for Scriptures to be placed in the international outreach countries and supported national associations, and it is managed by the International Outreach Committee.

5. Scripture Distribution Fund – 4%

Gideons should especially be aware of this allocation, which is used to offset the cost of freight, customs, importation duty, order processing, and other expenses. Since such costs are part of the allocation, it is improper for a Gideon to say in a presentation simply that, “100% of your contribution is used for Scriptures.” Rather, it is more correct to say, “Give to The Gideons International and help impact lives for Christ. For about \$1.20, God’s Word can be placed in the hands of individuals anywhere in the world, today in some 200 countries, territories, and possessions, where Gideons are serving.”

The Faith Fund is not part of the allocation from church presentations and the GideonCard Bible Program. It is a separate program that promotes contributions provided almost exclusively by Gideons and Auxiliary to provide Scriptures for the International Outreach Ministry. The 50% allocation described above is insufficient to provide all the Scripture needs budgeted by the International Outreach Committee; therefore, there is almost always a deficit in the International Outreach Fund. That deficit is made up by the Faith Fund, 100% of which is used for Scripture needs in international outreach and supported national association countries.

INTERNATIONAL HEADQUARTERS REPOSITORY

In national association countries, all Scripture Funds (except the International Outreach Fund) are held by the National Association Headquarters. All international outreach funds are held by International Headquarters and disbursed according to budgets established by the International Outreach Committee and approved by the International Cabinet.

The Gideons International, P. O. Box 140800, 50 Century Blvd., Nashville, Tennessee 37214, USA, is the only legal entity of the Association in the United States as recognized both by its charter and by the US Internal Revenue Service. Therefore, this address is the only official repository of all Scripture Funds. Very careful attention must be paid to this fact so that the tax exempt status of the Association is not placed in question or jeopardy. Scripture Funds received by USA camps and state associations must be promptly remitted to International Headquarters using prescribed methods. The Camp General Fund (for camp operating expenses) is maintained by the camp treasurer. Likewise, the State Promotional Fund is maintained by the state association treasurer. **All bank accounts opened by state or camp officers must be set up using the authorized specific employer identification number (EIN) for the respective zone. The EIN is the business equivalent of an individual's social security number and is to be obtained only through International Headquarters.**

Current Scripture Remittance Forms (Items 503, 503C and 503M) should accompany Scripture funds and credit card remittances sent to International Headquarters. Remittances sent to Headquarters on outdated forms, or without any form, are extremely difficult to process. In such cases it is often impossible to determine to which fund (i.e., Camp Scripture Fund, International Outreach Fund, etc.) the remittance should be credited. These forms may be obtained from Headquarters at any time, on request, or downloaded on *theConnection*. Scripture funds may be remitted more efficiently by electronic transfer.

The Scripture Funds Remittance (Item 503) is used to remit all Scripture Fund receipts except those charged to a donor's credit card, in which case the Credit Card Scripture Funds Remittance (Item 503C) is used and the original credit card charge slip, signed by the donor, is attached. For security and safekeeping, all documents associated with credit card charges are maintained only at International Headquarters. The Multi-Camp Scripture Funds Remittance (Item 503M) is used as a supplement to Items 503 and 503C when Scripture Fund remittances are to be credited to more than a

single camp, for example in the case of receipts at state association conventions. Scripture Funds Remittance Items should not be used for merchandise orders or membership dues.

The camp treasurer should be the person designated to make Scripture Fund remittances. In the absence or inability of the treasurer, the camp president should designate another camp officer to remit Scripture funds on the treasurer's behalf. Both the treasurer and the designee should be instructed in the proper procedures for reporting funds. Camp treasurers are urged to remit Scripture funds to International Headquarters within 48 hours after their monthly camp meeting or other special event where Scripture Funds may be received. The camp treasurer should deposit all checks and cash received in the camp bank account, and then issue one check, covering the entire amount, to International Headquarters.

USA camps and state associations may remit Scripture Funds electronically through *theConnection*, saving time and money. The net effect is more funds to supply more Scriptures for the world. Prior to electronic remittance of Scripture funds, the camp treasurer or other authorized funds handler must complete the online enrollment form, which can be accessed on *theConnection*. The enrollment form is completed by entering the name of the camp's bank, the type of account, the ABA routing number and account number (the routing number and account number can be found on a blank check). Once the enrollment form is completed and verified, the camp or state association can remit Scripture funds using the electronic version of Item 503. Refer to the *Camp Treasurer's Manual* (Item 512).

The camp treasurer should keep an accurate, but separate, record of all Scripture Funds and Camp General Funds. While it is acceptable to maintain Scripture Funds and Camp General Funds in a single bank account, records must never be commingled; i.e., Scripture Funds must be used only for Scriptures and the Camp General Fund must be used only for operating expenses. **It is the responsibility of the camp treasurer to complete the Monthly Camp Banking Activity Report located in Treasury Tools on *theConnection*. This report should be submitted by the 15th of the following month and an electronic copy of the corresponding bank statement should be uploaded to *theConnection*.**

The camp treasurer should be able to give an accurate report of the camp finances at any time if proper records are maintained.

SCRIPTURE FUND TRANSFERS

Camps that have inadequate funds for procuring Scriptures should contact their state Scripture coordinator.

Sometimes camps may accumulate more Scripture funds than will be used locally for the foreseeable future. Such a camp may desire to transfer those funds to another camp in order to meet critical needs elsewhere. The proper procedure to accomplish this kind of transfer is to contact the state Scripture coordinator who is in a position to know where funds are needed within the state.

At other times, the state Scripture coordinator may be able to secure funds from the Emergency Scripture Fund in order to fill critical needs.

If a camp places an order for Scriptures for which it does not have funds available, the order should be forwarded to the state Scripture coordinator along with a completed Camp Scripture Fund Credit Agreement (Item 504), which provides assurance that the camp will conduct adequate funding activities to pay for the Scriptures ordered.

THE ADMINISTRATIVE FUND

The administrative budget is prepared annually by the executive director with the assistance of the chief financial officer and is then submitted for approval to the International Finance Committee. Once approved by the International Finance Committee, it is submitted to the International Cabinet for approval as a part of the annual budget of The Gideons International. Administrative budgets for national associations are similarly prepared and approved.

Sources of administrative funds may include membership dues, income from investments, contributions designated for administration and certain undesignated gifts in keeping with Article 7, Section 1, of the Bylaws as appropriated by the International Finance Committee.

Article 6, Section 4, of the Bylaws provides for life membership dues to be allocated between the promotional fund in the state association of the life member's residence and the Endowment Fund until the death or termination of the member.. Income from the Endowment Fund may be allocated by the International Finance Committee for administrative purposes. Receipts from membership dues are distributed among administrative and promotional entities.

SPECIAL AND PLANNED GIFTS

The Gideons International offers meaningful opportunities for Christians to invest in the spiritual work of the Association through special and planned gifts. Such opportunities enable the ministry to fulfill its objective and maximize donors' charitable intentions. Further, special and planned giving are means for Christians to further biblical stewardship of God's resources, reflecting a generous heart and laying up for themselves "treasures in heaven" (Matthew 6:20-21).

As led by the Lord, people desire to make gifts to The Gideons International that require careful planning in consideration of their overall personal financial goals. The Development Division at International Headquarters exists to assist those individuals pursue the most beneficial methods of accomplishing their desires, given their personal, family, taxation, and estate situations. Such special, planned gifts take into consideration tax laws of the United States; therefore, although there are commonalities in many countries, the following methods apply only in the USA. There are several ways in which a charitable investment can be made through The Gideons. Some of these are gifts of cash, appreciated assets, life insurance, bequests through a will or trust, using retirement plans, and establishing a donor-advised fund.

a. Estate Gifts

We are grateful to God and to those individuals who include the Association in their wills or trusts. Those who wish to include The Gideons International in their estates should seek the counsel of their own attorneys, although considerable guidance may be provided by the Development Division at International Headquarters. Estate gifts may be made through a will or a revocable trust (also known as a living trust or a family trust). The decision of whether to use a will or a revocable trust as one's primary estate planning vehicle should take into consideration the complexity of one's estate, the desire for privacy in estate settlement, the method by which one wishes his heirs to receive an inheritance, and the complexity of state laws concerning probate. Bequests to The Gideons may be stated in an estate document as a lump sum dollar amount or a percentage of the remainder. One of the following statements may be helpful for inclusion in such a document:

- i. "I bequeath to The Gideons International, a nonprofit organization of Illinois now having its headquarters at P.O. Box 140800, 50 Century Blvd., Nashville, Tennessee 37214-0800, \$ (insert dollar amount being bequeathed)."
- ii. "I bequeath to The Gideons International, a nonprofit organization of Illinois now having its headquarters at P.O. Box 140800, 50 Century Blvd., Nashville, Tennessee 37214-0800, (insert percentage of estate being bequeathed) % of the rest and remainder of my estate."
- iii. "I bequeath (insert description of property being bequeathed) to The Gideons International, a nonprofit organization of Illinois now having its headquarters at P.O. Box 140800, 50 Century Blvd., Nashville, Tennessee 37214-0800."

Those wishing to make bequests to The Gideons International are advised to refrain from making bequests for Scriptures to be placed in a particular country, state, or camp as it is often impossible or impractical to carry out the wishes of the individual exactly. Also, there may be a great need for the Word of God in some location while a specific bequest may not be useful for such a need.

b. Charitable Remainder Trusts (CRT)

There are a number of different kinds of CRTs, each designed to meet a particular need, although all CRTs must meet certain criteria of the Internal Revenue Code to qualify as such. One common form of CRT is designed to provide income to heirs over a period of time and, at the end of that time, pass the remainder to The Gideons International. Other forms of a CRT may be used to provide an income to a grantor or other individual for some period of time. Regardless of its design purpose, a charitable remainder trust, by definition, is intended to provide a remainder for charitable use, such as supplying the Word of God through The Gideons International.

c. Charitable Gift Annuities

A charitable gift annuity is a vehicle available in most states that allows an individual or a couple to make a gift and receive a set income for lifetime (either a single life or two lives as in the case of a married couple), receive a potential tax benefit, and provide for the ministry of The Gideons International. Part of the income

received from a gift annuity may be considered a non-taxable return of principal, and the stated income is backed by the full assets of The Gideons International. Gift annuities through The Gideons are available at \$5,000 and above.

d. Life Insurance Beneficiary

Life insurance policies whose ownership has been assigned to The Gideons International and where The Gideons is named as beneficiary are often a good way to support the ministry. Premiums paid are generally tax deductible on US federal tax returns. Gideons and Auxiliary often have “paid-up” life insurance policies, although their need for life insurance is diminished from prior years; therefore, to assign such policies to The Gideons and name the ministry as beneficiary may reduce a person’s taxable estate.

e. Retirement Plan Beneficiary

Many people name The Gideons International as beneficiary of retirement plans when their spouse is no longer living and their heirs could benefit better from a non-taxable inheritance. When these tax-deferred assets pass through an estate to heirs, the taxes become due either as a lump sum or in a minimum distribution withdrawal process determined by IRS regulations. Thus, there may be tax advantages to making The Gideons International beneficiary of remaining amounts in tax-deferred retirement plans.

All previously stated methods of planned and deferred giving qualify donors as TorchBearers upon notification to International Headquarters, ensuring the confidentiality and intentions of the donor are honored.

f. Non-Cash Gifts

Gifts of appreciated securities (stocks, bonds, mutual funds) or real estate are also wonderful ways to provide support of The Gideons International, since the donor may also realize considerable tax advantages. Appreciated property may also be used to fund a charitable gift annuity, causing most of the capital gain to be discounted. Giving appreciated property generally is deductible on US federal taxes at its fair market value. Those desiring to provide gifts of appreciated assets should consult with their tax advisor; however, the Development Division at International Headquarters can provide significant guidance.

g. Donor-Advised Fund (DAF)

Those who are purposeful about giving may establish a donor-advised fund with The Gideons International, which serves like a charitable-giving account that donors use to manage their overall philanthropy. A DAF account may be opened with a required minimum contribution, allowing donors to take an immediate tax deduction at the time of each donation. However, they can decide over time which qualified charities (including The Gideons) they recommend to receive distributions from their DAF. Both cash and appreciated assets can fund a DAF account and be invested according to donors' preferences, enabling even greater generous support.

Those who wish to make special, planned gifts to The Gideons International are advised to consult the Development Division at International Headquarters. The Gideons International is not engaged in rendering legal or tax advisory services. When considering wills, trusts, and charitable gifts, advice from legal and/or financial counsel should be sought.

The following information may be helpful to attorneys and tax advisors: the official corporate identification of the Association is The Gideons International, a nonprofit organization of Illinois now having its headquarters at P.O. Box 140800, 50 Century Blvd., Nashville, Tennessee, 37214. The corporation is tax exempt and is listed on the IRS website under Exempt Organizations Select Check. Thus, gifts to The Gideons International are deductible on USA federal estate tax and income tax returns.

HISTORY OF THE INTERNATIONAL HEADQUARTERS

Prior to 1903, the Headquarters was located in the home of Secretary and Founder, John H. Nicholson.

1903. The office is moved to a rented facility at 84 Adams St., Chicago, Illinois.

1905. The Headquarters is briefly moved to St. Louis, Missouri.

1907. In January, the office is again relocated to 22 Quincy St., Chicago, where it remains until 1919.

From May 1919 until 1932, the Headquarters was relocated to 140 S. Dearborn St., Chicago.

1933. In January the Headquarters is again moved, this time to 202 S. State St., Chicago.



1944. The International Cabinet saw a need for a more permanent Headquarters location, and property is purchased at 212 East Superior St., Chicago, where the first Gideon-owned Headquarters is built.

1947. In April, the new Headquarters building is dedicated.

1962. The International Cabinet, realizing operational difficulties in the Chicago area, votes to relocate to Nashville, Tennessee.



1963. Property is purchased in January at 2900 Lebanon Road, Nashville, Tennessee, and a new International Headquarters is built.

1964. The new Headquarters building is dedicated in February.



Having outgrown the facility at 2900 Lebanon Road, the International Headquarters was relocated in August 2003 to its current site at 50 Century Blvd., Nashville, Tennessee.

INTERNATIONAL HEADQUARTERS

HISTORY AND FUNCTION

Since its beginning, the Association has maintained a headquarters to provide three basic functions:

- To implement the policies and procedures of the International Cabinet.
- To provide the expertise, resources, infrastructure, and training that allows the membership to drive the ministry forward.
- To inspire our members to fulfill their call.

These are the only functions of International Headquarters today, acting as a nerve center that allows Scriptures to be placed and distributed by the membership so that others can come to a saving faith in the Lord Jesus Christ.

God has blessed the relocation of our International Headquarters over the years to meet the needs of an ever expanding ministry.

It is a significant blessing that God has always provided for operations of The Gideons with provisions from funds either already available or provided entirely by special gifts of members and Christian friends.

As The Gideons International has grown by the grace of God into a complex, worldwide organization, the headquarters operation has likewise grown. Yet, the international staff today consists of fewer than 200 employees, both full and part time, including directors and representatives serving the International Outreach Ministry.

ORGANIZATION AND MANAGEMENT

The entire operation of International Headquarters is under the purview of the executive director, who is also secretary of the Association. He serves in this dual capacity at the will of the International Cabinet without vote in matters deliberated by the Cabinet. Therefore, while he is charged with the responsibility to administer policies of the Cabinet, he has no authority to determine the policies themselves; and, he must render service to the membership in accordance with those policies. The executive director is also secretary to the International Executive Committee. Interestingly, at all meetings of both the Executive Committee and the International Cabinet, the secretary is temporarily excused while his performance is evaluated in executive session.

The office of the executive director is assisted by a team of other key individuals:

1. The chief financial officer, who provides day-to-day oversight of the financial condition of the Association, works closely with the international treasurer, the International Finance Committee, the Finance Division, the Development Division, and the Information Technology Division.
2. The chief operations officer is responsible for the overall performance of the headquarters team with respect to providing service to the membership and implementation of policies and procedures established by the International Cabinet. All other departments and divisions are responsible to the chief operations officer.
3. The special assistant to the executive director has administrative responsibility on behalf of the executive director with respect to keeping minutes of International Cabinet and committee meetings, overseeing details of hosting International Cabinet meetings, and providing coordination within the headquarters operation.
4. A team of professional administrative and clerical assistants provide seamless operation within the office of the executive director.

International Headquarters is segmented into divisions and departments, each with a particular responsibility. Each division is headed by a senior director or director, with managers overseeing departments. Following is a summary of divisional and departmental responsibilities.

The Human Resources Division supports other headquarters departments and divisions in matters related to personnel. The senior director, Human Resources, is supported by specialists in all areas of human resource.

The Information Technology Division is responsible for development and maintenance of www.gideons.org, *theConnection*, and all electronic systems and procedures used at International Headquarters. The director, Information Technology, is supported by a professional team of managers, programmers, and both hardware and software systems development personnel, all of whom keep the Association up to date with the fast changing world of electronic communications. An information technology help desk assists the membership with issues related to processes and procedures on *theConnection* and the public website.

The Finance Division functions under supervision of the chief financial officer and division director. The accounting function is responsible for accounts payable and accounts receivable and preparation of financial statements. The camp accounting function is responsible for receiving Scripture funds from camps, producing camp reports, and producing monthly and annual reports concerning members, funds, and Scriptures.

The Program Advancement area seeks to engage, equip, enable, and empower members and other supporters of the Association through the coordinated operations of Development, Marketing & Communications, and Strategic Initiatives.

The Development Division is charged with developing donor relations and fundraising initiatives (through both current and deferred gifts), including planned giving, which provide Scripture and operational funds. The Development director is supported by donor services staff and gift planners who meet with donors to encourage biblical stewardship and generosity.

The Strategic Initiatives Division is charged with advancing programs and projects that support the vision and priorities of The Gideons International. The director leads a staff that innovates and delivers products, resources, and functions that best equip members to fulfill their calling in the ministry.

The Marketing & Communications Division (Marcom) is responsible for enhancing the experience of each stakeholder through global brand management, meaningful resources and tools, and inspiring storytelling that celebrates how God is using The Gideons International to impact eternity. The Marcom director leads the team to provide data-driven solutions that

engage and informs members, donors, and other audiences for meaningful ministry experiences.

The USA Division is responsible for supporting Gideon activities in USA camps and state associations. The director, USA Division, is supported by an administrative assistant, field managers, and additional secretarial staff. Field managers travel the United States conducting membership recruiting efforts, metropolitan reorganizations, and church relations days to promote activities among members, pastors, churches, seminaries, and other Christian venues within their assigned zone.

The Conferences and Conventions Department is responsible for arrangements at the International Convention according to the program developed by the International Program Committee. The department is led by the senior manager, project management, with the support of an administrative assistant. USA state conventions are also supported by this department as well as leadership conferences.

The International Division is the administrative arm of the International Outreach Committee. The senior director, International Division, has overall responsibility for day-to-day management of the work in international outreach countries and administration of the international outreach budget. There are four directors with responsibility for eleven regional directors. The regional directors and a number of national directors, all of whom are located around the world, have responsibility for field representatives and other leaders. Additionally, the division director has a staff located at International Headquarters consisting of an administrative assistant; a senior manager; manager, International Scripture Blitzes; and a secretarial staff. All international Scripture blitzes and Scripture orders for international outreach countries are coordinated through this division.

National Associations as a part of the International Division acts as a liaison for the national association countries, assisting them with organizational, administrative, and programming matters to carry out the ministry in a uniform and consistent manner. The manager and his team work closely with the executive directors, headquarters staffs and cabinets of national associations toward promotion of the Gideon ministry in a uniform manner consistent with the organizational structure and policies established by the International Cabinet.

Scripture Publishing and Procurement, is responsible for Scripture printing and licensing worldwide, as well as purchasing and inventory control

of materials used by camps and individual members in the “doing” of the ministry.

Building Services is charged with maintaining the property at International Headquarters, processing mail, and physical record storage.

Membership Services now supports the USA Division by preparing applications for review by the Membership Committee, maintains all membership records, and provides support for merchandise and Scripture orders.

The Auxiliary Department is responsible for coordinating production of Auxiliary materials, supporting distributions at medical conferences, coordinating Auxiliary activities at conventions, and acting as a liaison between headquarters operations and the International Auxiliary Cabinet.

All members of the International Headquarters team, regardless of position or location, must be born again Christians dedicated to fulfilling the purpose of The Gideons International. Each workday at International Headquarters includes a time of devotions, with Scripture reading and prayer for ministry needs worldwide.

THE GIDEONS INTERNATIONAL WEBSITES AND APPS

WWW.GIDEONS.ORG

The goal of the official public website of The Gideons International, www.gideons.org, is to communicate to the world the purpose and mission of our Association. The public website also serves to educate visitors as to how they can assist us to reach people with the Gospel of Jesus Christ. Here, visitors will find inspiring testimonies, international news, ways to provide financial support, and a link to The Gideon blog. The public website also contains information on how to become a Christian.

theConnection

The member-only website is known as *theConnection*. Here our members find many tools and up-to-date information which may be helpful in their service through the Gideon ministry. *TheConnection* can be accessed from the public website. It is necessary to register for access to be able to log into *theConnection* since it is exclusively for members of The Gideons International. Registration is a one-time event and is very easy – just follow the online instructions. It will be necessary for you to have your member number and camp number in order to register. If you have any trouble with log-

ging into the website, please contact your camp webmaster or International Headquarters for assistance.

TheConnection enables members and camps to efficiently manage day-to-day operations. Additionally, the website is a great interactive tool where camps can provide, and members can obtain, up-to-date information on topics such as prayer requests, upcoming events, testimonies, data, and statistics. Members can also schedule, track, and report key camp activities, such as Scripture distributions, church presentations, and pastor and church information. All ministry related manuals, forms, and other products can be either downloaded or purchased through this site.

For information pertaining to the camp specifically, the “Camp Activities” tab at the top of the page provides members quick access to popular website destinations such as camp program activity. For specific program materials, links are available so members can download manuals with the latest revisions.

Information for every member in your camp can be found by first accessing the membership page on *theConnection*. Each member can maintain or edit their personal profile (or that of their spouse) by clicking on “View and Update Members” in the Membership tab, then clicking on your name. This tab will also provide a list of camp members. It is important that all members maintain a current personal profile.

Camp officers and state officers are given role-based access to certain pages on *theConnection* specific to responsibilities aligned with their positions. Once a Gideon or Auxiliary is no longer an officer, they are returned to having regular website access.

Under the “Resources” tab, members can access a wealth of information in order to view and enter prayer requests, find state association related information, and view information about Gideon related events and conventions. The Resource Center provides answers for the most common member questions. Here a member can view and submit messages and prayer requests, access camp information and download reports and data pertaining to state and local ministry. Also, located under the Other Ministry Information section, a member can find many of the tools which provide assistance in conducting the ministry. These may include periodic publications, policy manuals, program manuals, forms, and statistics. For those who may need some assistance with the frequently used pages on *theConnection* and aren’t quite sure what to do, there are two options. In the Resource Center page, two links are provided for help. Clicking on the Quick Start Guide link will take you to a list of step-by-step videos, or clicking on the Frequently Asked

Questions link will provide answers to many popular questions submitted by our members.

Members can also click on “State Directory” and find links to contact information for other members around their state including state leaders and qualified speakers.

The “Calendar” tab gives members quick access to events taking place in their camp. This is a tremendously helpful tool for members and camps to easily communicate and schedule events. At a glance, members can view events in order to plan accordingly.

Finally, under the “Store” tab, Scriptures, manuals, forms, and other merchandise are available from our International Headquarters.

As members use and become more familiar with *theConnection*, they will be able to manage their personal ministry with The Gideons International more effectively and help their camp reach more people with the Gospel of Jesus Christ through timely, streamlined communications and information. Any questions about *theConnection* can be directed to the support staff at International Headquarters by sending email inquiries to feedback@gideons.org.

TGI-CHURCH APP

TGI-Church makes church ministry relationship management easier. It is your ultimate companion to *theConnection's* church ministry data when on-the-go. Available for your smartphone or tablet in both Android and iOS systems, this app will allow you to access several of the vital church ministry tools found on *theConnection* and automatically synchronizes with this data once you have internet connection. **You can download TGI-Church for free from the App Store (iOS) or Google Play (Android).**

TGI-MEMBER APP

TGI-Member is a free mobile app specifically built to help advance spiritual growth while helping Gideon camp leaders mobilize members to work together in greater unity. The app offers convenient tools for developing a deeper relationship with the Lord, and with fellow members. It is available for your smartphone or tablet in both Android and iOS systems and provides paperless access to our ministry's most up-to-date events, calendars, contacts, and other resources. The app does require internet connectivity to use your login details for *theConnection*. **You can download TGI-Member for free from the App Store (iOS) or Google Play (Android).**

ORDERING SCRIPTURES AND MERCHANDISE

As our Association continues to grow, the services rendered by International Headquarters are impacted by ever-increasing Scripture and merchandise orders being processed through the Membership Services Department. Following the procedures outlined below will greatly assist.

GUIDELINES FOR ORDERING SCRIPTURES

- Please order online for convenience and efficiency. Access online ordering via *theConnection*.
- Scripture chairmen and elected camp officers are authorized to place Scripture orders online using the camp's allocated Scripture funds.
- Scripture orders require a street address.
- Allow at least three weeks for delivery. Camps should anticipate ordering in advance to avoid rush orders. Rush orders require special handling and increase the overall cost of Scriptures.
- Always order Scriptures in standard carton lots. Orders involving split cartons will delay shipment.
- Orders may be delayed if the camp does not have sufficient Scripture Funds available. If the camp has a deficit in its Scripture Fund balance, obtain the Camp Credit Agreement (Item 504) online and forward the order to your state Scripture coordinator. This form is used to generate a credit towards ordering Scriptures based on expected funds from upcoming church services and the GideonCard Bible Program.
- When inquiring about an order, please provide complete information regarding date of order and items ordered.
- All Scripture orders should be placed according to the proper Scripture distribution guidelines. See Items 114 and 115 for a list of approved distribution areas.
- If using the manual system, note that outdated order forms cause delays due to incorrect pricing and discontinued products. Please use updated order forms.

FAQ FOR ORDERING SCRIPTURES

Q. How are Scriptures paid for?

A. Gideon Scriptures for mass distribution are typically ordered out of the Camp Scripture Fund. This fund consists of 35% of the funds received by the camp through church services, the GideonCard Bible Program and Auxiliary Scripture Funds.

Q. Can we still order Scriptures if we don't have funds?

A. Yes. For camps with a negative Camp Scripture Fund balance there are three options available:

1. If the camp has a deficit, obtain Camp Credit Agreement (Item 504) online, complete the form and forward to your state Scripture coordinator. The state Scripture coordinator will make the proper evaluation and then forward the order to International Headquarters.
2. Contact your state Scripture coordinator regarding availability of other Scripture funds. The state association or another camp may be able to assist in making use of excess funds for your order.
3. Your state Scripture coordinator may be able to obtain funding through the Emergency Scripture Fund, in which case an Emergency Scripture Order (Item 507E) is necessary. Please note these funds are limited and are available only in instances when all other options are exhausted.

Q. Why are my available Scripture Funds reduced at certain times?

A. State associations may re-appropriate Camp Scripture Funds through a blanket transfer. The amounts, as well as the time of the blanket transfers, are decided by the state association cabinet. If one or more camps have a surplus, it helps reach others for Christ when funds can be re-appropriated. Camp Scripture Funds may be transferred to the State Undistributed Fund throughout the year.

Q. Can I see a more detailed description of items online on *theConnection*?

A. Yes. If you click on the short description of any item, it will show you the merchandise (where available) as well a longer description of the item.

Q. Why can't I "rush" Scripture orders online?

A. Rush orders require manual entry. If you need a rush order, contact International Headquarters for assistance. Rush orders are discouraged as they increase the overall cost of Scriptures.

GUIDELINES FOR ORDERING MERCHANDISE

- Order online through *theConnection*. This is the most efficient way to order.
- The payment methods accepted online at this time are credit cards or debit cards. Checks can be used with manual orders.
- Merchandise orders require a street address.
- Camps should anticipate their merchandise needs to avoid rush orders. Rush orders require special handling and increase overall costs.
- There are no extended credit or payment terms for merchandise items.
- When inquiring about an order, please provide complete information regarding date of order and items ordered.
- If ordering manually, use an up-to-date Merchandise Order Blank (Item 502). Outdated order forms cause delays due to incorrect prices and discontinued items.

FAQ FOR ORDERING MERCHANDISE

Q. How can I tell if I have the most up-to-date items?

A. There is a two-digit number at the end of most item numbers that represents the year of revision. You can check online to verify the most recent version as updates occur first online.

Q. Can I see a detailed description of items online?

A. Yes. If you click on the short description of any item in the store, it will show you a longer description of the item, as well as a picture where applicable.

Q. Can Personal Workers Testaments purchased for use by camp members be paid for with Camp Scripture Funds?

A. No. We, as members, purchase these out of our own funds for a world in

need. Only members can pass out Personal Workers Testaments.

Q. Can I get a free Guide Book?

A. Guide Books are available in downloadable form at no charge. Also, many other forms and manuals are available in digital format (PDF). Using downloadable items reduces overall costs.

Q. If I order today, when can I expect to receive my order?

A. It typically takes 10-14 business days for merchandise orders to arrive, depending on proximity.

INTERNATIONAL PROGRAMS

Six major programs undergird the ministry of The Gideons International. Since none of these programs can sustain the ministry on its own, they all function interdependently in camps, state associations, national associations and international outreach countries; although because of cultural or financial issues some may not be applicable to all countries. The six major programs may have sub-programs from time to time. These programs are executed within Gideon camps, and state and national associations impact these programs at the camp level through their management function. Therefore, the general descriptions of the programs in this Guide Book emphasize the camp function. Because of their ongoing significance to the success of their camp, and ultimately to the purpose of our ministry, camp program chairmen are not limited to three consecutive one-year terms. The details of each program are defined in separate program manuals; therefore such details are not given in this Guide Book.

APPENDIX OF PROGRAM MANUALS

Following is a list of manuals that describe programs and operations of The Gideons International in detail:

MEMBERSHIP PROGRAM

1. *Membership Program Manual* (Item 128)—contains details for Camp Development Plans, Annual Membership Dinners, and Membership Dues Renewal.

CHURCH MINISTRY PROGRAM

2. *Church Ministry Program Manual* (Item 223)—contains all details for conducting the Church Ministry Program.

GIDEONCARD BIBLE PROGRAM

3. *GideonCard Bible Program Manual* (Item 814)—describes details of the GideonCard Bible Program

SCRIPTURE PROGRAM

4. *Scripture Distribution Manual* (Item 115)—provides a detailed explanation of all areas of Scripture placement and distribution.
5. Additional Materials: *Youth Sidewalk Distribution Guidelines* (Item 105), *Guidelines for Gideon Scripture Distributions* (Item 114)

FAITH FUND PROGRAM

6. *Faith Fund Manual* (Item 131)—provides an overview of the Faith Fund and specific approaches to promote it.

PRAYER & PERSONAL WITNESSING PROGRAM

7. *Prayer and Personal Witnessing Manual* (Item 400)—describes details of the Prayer & Personal Witnessing Program.

MEMBERSHIP

The Membership Program is managed by the camp membership chairman, who is nominated by the camp president and elected by the primary camp cabinet. The membership chairman is not limited to the normal three consecutive one-year terms. He works with others on the camp cabinet to assure the enlistment and retention of camp members through the Camp Development Plan, the Annual Membership Dinner, Individual Enlistment, and Membership Retention. He may also enlist the assistance of the area director and the membership regional program leader to be sure the membership events for his camp are carried out in the best possible way. He should have a supply of current membership applications for both Gideons and Auxiliary on hand at all times. Current membership rosters are available on *theConnection*, and this is where Gideons should maintain their personal profiles. All camps have a goal to increase their membership by a net gain of one member per year.

A. Camp Development Plans

Camps should expect to hold a Camp Development Plan about every eight years according to the state or national association strategic plan. The camp membership chairman is responsible to ensure the camp's support of the Camp Development Plan and to assist appropriate state program personnel with its successful execution. Details of the Camp Development Plan are found in the *Membership Program Manual* (Item 128).

B. Annual Membership Dinners

Camps will generally lose 8% to 10% of their membership annually for various reasons; hence, the Annual Membership Dinner is vital to sustain a camp's viability. All camps that are not involved in a Camp Development Plan or an alternative event approved by the area director expecting to result in a net gain of one during the fiscal year are encouraged to schedule and hold an Annual

Membership Dinner sometime during the year; that is, it is not restricted to any particular months. The Annual Membership Dinner is scheduled on the Camp Meeting and Event Planner (Item 125) as a camp plans its activities during the spring for the coming fiscal year. The state membership committee should be made aware of the camp's Annual Membership Dinner schedule since the state membership coordinator is responsible for assigning qualified Gideon and Auxiliary presenters for the camp. Details of the Annual Membership Dinner are also found in the *Membership Program Manual* (Item 128), including the outline presentation by both Gideon and Auxiliary speakers.

C. Individual Enlistment

Individual Enlistment is perhaps the most effective, yet most under-recognized, way to bring new members into the ministry. Gideons are free to sign up a new member at any time. Look for men in your church or in your sphere of influence that qualify to be Gideons. What better way to recognize a man's Christian testimony than to ask him to be a Gideon? What better way to recognize the Christian testimony of that man's wife than to ask her to be in the Auxiliary? Don't deny them the blessing of being in The Gideons International due to a failure to ask. Spread the message of individual enlistment at every opportunity.

D. Membership Retention

Retention actually begins when a new member signs his membership application. A new member's expectations need to be realized early in his membership. Likewise, he should be fully aware of what is expected of him; that is, involvement to some degree in reaching others for Christ through the activities of the camp.

Promptly after an application is approved by the Membership Committee, the new member will be sent a welcome kit that contains his membership card, emblem and other material designed to give him fundamental information about his activity in the Association.

Mentoring a new member in the camp program is essential to retention. The camp president, or the Camp Development Plan leader, should assign a specific Gideon, well-versed in the ministry, to come alongside a new member and be sure his God-given abilities are being utilized as part of the camp program.

The Membership Renewal Project is conducted each year as membership dues are collected in keeping with the timetable established by the Executive Committee. All members should be fully aware that dues must be paid by April 30 for the following fiscal year to avoid being delinquent. Unpaid members are dropped from the membership roll as of April 30.

Details of membership retention are found in the *Membership Program Manual* (Item 128). The commitment, effort, and achievement in the Membership Program are key ingredients of the strategic vision of The Gideons International.

CHURCH MINISTRY

The camp church ministry program chairman manages this multi-faceted effort that impacts many other aspects of the camp. He is nominated by the camp president and elected by the primary camp cabinet, but is not limited to the normal three consecutive one-year terms. The Church Ministry Program involves all aspects of the relationship between the protestant, evangelical churches in the camp territory and the ministry of The Gideons International. This is known as church representation. Church representation is realized by Gideons building sustainable relationships through any number of touchpoints with the local church and pastor. Those touchpoints might include having a Gideon, Friend of Gideons, or donor in the church, placing a GideonCard display, giving a presentation, or being a recipient of part of the church's missions budget. The church may have even utilized The Life Book with their youth reaching out to their peers. These touchpoints, among others, are found on the church ministry page on *theConnection* and give us a sense of the degree to which we are engaged with each church in our camp territory. Ideally, these various means of establishing and nurturing the church relationship allow us not only to be a resource to the local church but they are used of God to move our churches from no relations to engaged to transactional. Prayer, manpower and funds all are generated from the local church. Camp church ministry chairmen should not hesitate to seek advice and assistance from area directors and church ministry regional program leaders regarding "making it happen" in the three main aspects of the Church Ministry Program, which are found in the *Church Ministry Program Manual* (Item 223) and outlined below.

A. Church Relations

A strong ongoing initiative to build working partnerships with

pastors and churches is absolutely essential to The Gideons International. Camps should intentionally schedule and hold specific functions to build healthy, growing relationships with pastors and churches, to include:

- Having Gideons serve as representatives for several churches with the deliberate intention of forming and building fruitful relations with the pastors and congregations of those churches.
- Scheduling and holding two or more church relations days per year to form and build relationships with those churches where a Gideon representative may not be functioning.
- As a part of church relations, beyond personally praying with pastors, the Annual Pastors Event should be regarded as the single most important opportunity to engage pastors in the ministry of The Gideons International. Therefore, all camps are expected to hold an Annual Pastors Event during the fiscal year. The date should be included in the camp's Meeting and Event Planner (Item 125), which is completed in the spring for the next fiscal year. At the option of the camp, the Annual Pastors Event may be a breakfast, luncheon or traditional evening banquet, and the agenda will vary accordingly. A successful Annual Pastors Event pays rich dividends in terms of church relations; so the camp should be committed to investing in a first-class event. Our prayer is that each pastor leave the event convinced that he or she made a great decision to do ministry with The Gideons International. Agendas and details for Annual Pastors Events is found in the *Church Ministry Program Manual* (Item 223).

All church records are to be maintained online on *theConnection*. Activities in the Church Ministry Program are driven by the ministry's long range strategic vision:

B. Speaker Development

All Gideons for whom God has provided the aptitude should be prayerfully encouraged to qualify as church presenters. One of the great privileges of being a Gideon is to share the impact of the Lord's blessings through our ministry with His people in His church. Qualification to make Gideon presentations in churches is

a four-step process, and Gideons who make presentations are held to a high standard of excellence.

1. Education: understanding the impact of being a church speaker and how it relates to people coming to know the Lord Jesus Christ as their Savior.
2. Preparation: prayerfully outlining the Gideon message and developing a presentation.
3. Qualification: having the outline evaluated by a team of three fellow Gideons and making a presentation before a qualifying panel of three fellow Gideons in a church-like setting.
4. Evaluation: ongoing evaluation by pastors and prayer partners, keeping the message fresh and current. The camp church ministry chairman is responsible to assist Gideons in the qualification process by supplying appropriate materials, coaching them in the process, and providing the proper forum as found in the *Church Ministry Program Manual*. Gideons can qualify to be church presenters at any time during the year with the assistance of the camp church ministry chairman.

C. Church Presentations

Since Gideons first placed Bibles in hotels in 1908, the church has been the primary source of funding. Today, there are a number of tools available to assist church speakers, including video support. However, nothing happens until the church presentation is actually scheduled with the pastor. Most pastors are very receptive to having a Gideon presentation, but Gideons must be proactive in meeting the pastor's expectations and following up to be sure all the details are properly handled. The camp church ministry chairman should assign a Gideon prayer partner to accompany a speaker for the church presentation and complete an evaluation of the message. All camps have an annual goal of church presentations.

In scheduling church presentations, the Church Ministry Chairman shall:

- Maintain by scheduling a presentation in every church in which a service was held in the previous year
- Grow by contacting and visiting every church every year

- Develop by contacting and scheduling presentations in three (3) churches where there has been no service in the last three (3) years or more

All church records are to be maintained online on *theConnection*. Activities in the Church Ministry Program are driven by the ministry's long-range strategic vision:

THE GIDEONCARD BIBLE PROGRAM

This program is closely associated with the Church Ministry Program with respect to church relations. Management of the GideonCard Bible Program is under the purview of the camp GideonCard chairman, who is nominated by the camp president and elected by the primary camp cabinet. As with other program chairmen, the GideonCard chairman is not limited to the customary three one-year terms of office. The GideonCard chairman enlists the assistance of a committee to ensure the program is fully implemented in the camp. The GideonCard Committee may consist of a member to manage materials and displays, a member to be in charge of video presentations, another member in charge of record keeping, and the camp GideonCard Auxiliary liaison.

The GideonCard Bible Program is promoted in churches and in funeral homes, as well as among Gideons and Auxiliary themselves.

The GideonCard video (downloadable from the Camp Activities tab on *theConnection*) is used to promote the program in churches and church groups. The sample card packet (Item 825) is used by Gideons and Auxiliary to make the cards available to family and friends – all members should make it a point to give away one packet every month. The impact of the GideonCard Bible Program toward reaching others for Christ is vital, and activities to that end are integral to the ministry's long-range strategic plan.

Birthday for Jesus works in a similar fashion to the GideonCard Bible Program, but rather than sending a card to a friend or loved one, the donor fills out a small, rectangular paper ornament. These ornaments (or cards) can be hung on a Christmas tree, pinned to a bulletin board, or displayed in a prominent location in the donor's home or church throughout the Christmas season. Donations made through the Birthday for Jesus offering will help fund the distribution of Scriptures worldwide. Further information about coordinating Birthday for Jesus with pastors in your camp area can be found on *theConnection* under Camp Activities, GideonCard Bible Program, Program Materials.

SCRIPTURE DISTRIBUTION

All Gideon activities culminate in getting the Word of God into the hand of someone who needs to know Jesus. To that end, all other programs are designed to support this one. The camp Scripture chairman is responsible for assuring the timely placement and distribution of Scriptures in the camp territory. He is nominated by the camp president and elected by the primary camp cabinet, but is not limited to the customary three one-year terms of office. The camp Scripture chairman should not hesitate to seek the advice and assistance of the area director or the Scripture distribution regional program leader to ensure that camp goals are met and the program is done properly. Details are found in the *Scripture Distribution Program Manual* (Item 115).

In today's world, perhaps more than at any other time in history, spreading the Gospel of the Lord Jesus is a very sensitive activity. Gideons are acutely aware of opposition to the Word of God. Court cases, laws, threats and Christian persecution are prevalent throughout many parts of the world. Yet, Gideons are committed to their purpose of reaching the lost. Because of that sensitivity, Scripture distribution and placement must be done in strict compliance with Gideon policies and procedures found in the following materials:

- *Guide Book* (Item 102)
- *Auxiliary Guide Book* (Item 602)
- *Five Core Programs of The Auxiliary* (Item 600)
- *Scripture Distribution Program Manual* (Item 115)
- *Guidelines for Gideon Scripture Distribution* (Item 114)
- *Guidelines for Sidewalk Youth Testament Distribution* (Item 105)

All Gideon leaders, whether or not directly related to Scripture distributions, should intentionally become familiar with the guidelines contained in these materials so they can properly communicate them to other members as needed. Certain fundamental principles of Scripture distribution are repeated here.

1. Gideon Scriptures are never to be sold.
2. Gideon Scriptures are never to be placed or distributed by anyone other than a member. Exceptions are approved by the International

Cabinet, as contained in the official Scripture Distribution Affiliation Policy.

3. Gideons should never attempt to publicly preach, pray, proselytize or intimidate anyone during Scripture placements and distributions.
4. Gideons should never become involved in any controversial discussion concerning religion or theology due to the potential of open hostility.

When these and other policies are followed, the Gospel is spread, people are drawn by the Holy Spirit, and the name of Jesus is exalted.

As Scripture distribution is central to the Gideon ministry, the long-range strategy of the Association is to get God's Word into the hands of as many people as possible using approved methods and venues as the Lord tarries.

THE EMERGENCY SCRIPTURE FUND

Many camps and state associations have been greatly assisted in Scripture distributions by the Emergency Scripture Fund when they have been unable to raise necessary funds through normal channels (i.e., church presentations, GideonCard gifts and individual contributions) and there is an urgent need for a Scripture distribution. As a result, millions of Scriptures have been distributed, especially in metropolitan blitzes, which otherwise might not have been the case.

The authority for utilizing the Emergency Scripture Fund is the state Scripture coordinator. When a camp has the opportunity to make Scripture distributions, the order for which would cause the camp's Scripture Fund to have a negative balance, the Scripture order is sent to the state Scripture coordinator on Emergency Scripture Order (Item 507E) accompanied by a completed Camp Scripture Fund Credit Agreement (Item 504), which can be downloaded on *theConnection*. There are three considerations that the state Scripture coordinator is to apply when approving orders submitted by camps requesting assistance from the Emergency Scripture Fund.

1. Can the camp reasonably be expected to raise the required funds to pay for the order? The state Scripture coordinator should consult with the area director regarding the camp's potential to raise funds in the future. If the camp is capable of raising the necessary funds, the Emergency Scripture Fund should only be used if no other source of funding is available and the Scripture order reflects

a true “emergency” distribution situation.

2. Should the State Undistributed Fund be used in lieu of the Emergency Scripture Fund? If there is a sufficient balance in the State Undistributed Fund and there are no other special needs in the state, then those funds should be used instead of the Emergency Scripture Fund. The state Scripture coordinator, along with other members of the state cabinet, should determine this before approving orders to be charged to the Emergency Scripture Fund.
3. If there is an urgent need for Scriptures and there are insufficient funds available otherwise, the state Scripture coordinator may approve use of the Emergency Scripture Fund. The Camp Scripture Fund Credit Agreement (Item 504) that was submitted along with the Emergency Scripture Order (Item 507E) should be used as an accountability measure to assure funds are being raised through normal channels.

If these guidelines are followed, the Emergency Scripture Fund will be used properly and camps will be encouraged to raise Scripture funds through church presentations, by promoting the GideonCard Bible Program and by individual contributions.

DISASTER AND TRAGEDY SCRIPTURE DISTRIBUTIONS

Natural disasters and/or community tragedies present an extraordinary opportunity for Gideons and Auxiliary to personally witness for Christ. Auxiliary participate with their husbands; widows are also encouraged to participate.

Emergency Service Testaments are the primary Scriptures for these distributions. However, due to the suddenness with which most disasters and tragedies occur, local inventories of Emergency Service Testaments may be insufficient to meet the need and time may not allow for Scripture orders to be placed and filled. Therefore, other New Testaments with the decision page, such as Personal Workers Testaments, Orange Youth Testaments or College Testaments may be used. In international outreach countries, it may be necessary to secure Testaments from other camps within the country to meet the immediate need.

Pastors in areas affected by a disaster or tragic event will be placed under a tremendous burden as they minister to victims and families. Gideons should seek to assist them in appropriate and practical ways.

Funds to purchase Scriptures used in disasters and tragedies are taken from the Emergency Scripture Fund.

The International Cabinet has delegated the authority of overseeing the disaster and tragedy Scripture distributions to the Executive Committee, which grants approval for the distribution of Scriptures in specific areas affected by a natural disaster or other tragic event on a case by case basis. No such distributions are to be commenced without the approval of the International Executive Committee. The international executive director will have operational authority on behalf of the Executive Committee.

Within the USA, the state Scripture coordinator or the state president's designee, if necessary, will coordinate the distribution and ordering Scriptures. In national associations, the national executive director will coordinate the program under the direction of the National Cabinet. In international outreach countries, coordination and administration will be the responsibility of the regional director. The regional director will work through key Gideons (e.g., field representatives) within the affected country.

The distribution effort continues until such time as the need has been fulfilled.

FAITH FUND

The camp Faith Fund chairman is nominated by the camp president and elected by the primary camp cabinet. He is not subject to the customary three one-year terms of office.

The International Outreach Committee budget takes into consideration anticipated income from a number of sources. These include money raised directly in outreach countries, from church presentations, and through the GideonCard Bible Program. National associations contribute regularly and generously to the International Outreach Fund. Another source of revenue is Auxiliary Scripture Funds.

Yet there is still a shortfall of funding for IOC needs. This shortfall, often referred to as the IOC deficit, is offset by designated gifts by Gideons, Auxiliary, and non-member friends of the Association. These designated gifts are collectively known as the Faith Fund, which derived its name from the practice of filling orders from beneficiary countries by "faith" believing that the funding will be provided.

The IOC considers all estimated expenses for Scriptures against anticipat-

ed income from all sources, and since the anticipated income falls short of the anticipated expense, the difference has been designated as the Faith Fund Goal. Thus, the annual Faith Fund Goal is the anticipated deficit in the International Outreach Fund when comparing expected income with expected disbursements.

The Faith Fund is promoted by:

- a. Camps setting a goal and taking an offering at Annual Pastors Events held in the form of a traditional evening banquet or, at the camp's option, either a breakfast or luncheon event.
- b. When no offering is taken at the Annual Pastors Event, the camp is then expected to hold a Faith Fund banquet as its monthly camp meeting program in either July or December.
- c. A Faith Fund emphasis at a camp fellowship or monthly camp meeting.
- d. Participation in the Area Faith Rally meeting organized by area directors.
- e. The *Countdown 100* promotion at USA state association conventions.
- f. Faith Fund promotion at national association conventions.
- g. Promotion of the Faith Fund goal at the International Convention.
- h. Promotional mailings from International Headquarters to both members and non-member donors.

While the Faith Fund has been most effective to overcome the “deficit” between allocated offerings from church presentations and GideonCard receipts, it is very important for members to realize that the most effective way to provide for the International Outreach Fund is through increasing church presentations and promoting the GideonCard Bible Program. Camps should never become so complacent as to prefer giving to the Faith Fund in lieu of securing church services and promoting the GideonCard Bible Program.

The camp Faith Fund chairman is also responsible for administering the Friends of Gideons initiative on a local basis.

Details of the Faith Fund Program, its use and promotion are contained in the *Faith Fund Program Manual* (Item 131).

PRAYER & PERSONAL WITNESSING

Because prayer and personal witnessing are essential disciplines in carrying out the primary objective of The Gideons International, this sixth program promotes a sense of personal excellence and spiritual emphasis. Chaplains at all levels of the ministry have the opportunity to raise their standards as they train members to practice daily prayer, Bible reading, and continual personal witnessing as they carry out their normal activities.

For more information, please reference the *Prayer and Personal Witnessing Program Manual*, Item 400.

FREQUENTLY ASKED QUESTIONS

WHY IS THE GIDEONS INTERNATIONAL A MEN'S MINISTRY?

Brief Answer

From its inception, The Gideons International was designed as an Association through which Christian business and professional men could share fellowship, encourage one another in their Christian walk, and maintain a strong witness for Christ. Ministry activities in The Gideons International are intentionally designed to get men personally involved in ways that will strengthen their testimony for Christ and expand the effectiveness of their witness.

Comprehensive Answer

"Iron sharpens iron, and one man sharpens another." Proverbs 27:17

At the beginning of the ministry in 1899, it was clear that traveling businessmen did not have the best reputations, and there was a need for an Association through which Christian men could share fellowship, encourage one another in their walk with the Lord, and maintain a strong witness for Christ. Then, as now, business and professional men are faced with temptations that the enemy would like to use to neutralize the testimony of such Christian men. As the ministry has grown and developed over many years, the need for Christian business and professional men to hold each other accountable and to encourage one another in their Christian walk is still very much needed, maybe more now than ever before.

The Gideons International has been designed to engage men personally in specific ministry activities to help strengthen their walk with Christ and increase the effectiveness of their testimony. Business and professional men often have the resources to delegate tasks, hire them done, and in some instances, involve their wives. For this reason, certain Scripture distributions are specifically assigned to the Gideons, and therefore, must be personally carried out by Gideons rather than being delegated to others.

One member suggested from the start that wives of Gideons be recognized as Auxiliary for the purpose of assisting the Gideons in the promotion of the work to which God had called them. Today, The Gideons International remains a family-oriented, interdenominational, evangelical ministry. Gideons, their wives, and also widows play an active, vital role in the ministry. The Gideons provides a wonderful outlet for husbands and wives to serve together in fulfilling the Great Commission.

When we look to Christ as our model, we consider Ephesians 5:23, which says, “For the husband is the head of the wife even as Christ is the head of the church, his body, and is himself its savior.” The husband God intended man to be is a loving servant leader.

WHY CAN'T BORN-AGAIN CHRISTIANS WHO ARE MEMBERS OF INELIGIBLE CHURCHES BE GIDEONS?

Brief Answer

Members of ineligible churches are not allowed membership in The Gideons International in order to maintain the spiritual integrity of the Association and the support of those protestant and evangelical churches for which the ministry is, by design, a missionary arm. In general, a man must be a member of a church that has foundational beliefs consistent with the spiritual qualifications for membership in The Gideons International.

Comprehensive Answer

The Gideons International is designed to serve as a missionary arm of evangelical or protestant churches. To ensure the spiritual integrity of the ministry remains consistent with evangelical and protestant churches, members of The Gideons International have collectively agreed to spiritual qualifications for membership as follows:

- You must believe the Bible is the inspired (i.e., infallible and inerrant) Word of God. You must believe Jesus Christ is the eternal Son of God.
- You must have received Jesus Christ as personal savior. You must endeavor to follow Jesus Christ in your daily life.
- You must be a member in good standing of an evangelical or protestant church, congregation, or assembly as your church defines membership.
- You must believe in the endless lake of fire for the unsaved.
- You must believe in the Biblical standard of marriage as being between one man and one woman.

These spiritual qualifications ensure members of The Gideons International adhere to and reflect the foundational beliefs of the protestant and evangelical churches for which the Association serves as an extended missionary arm.

Who is excluded? Roman Catholics, Jehovah's Witnesses, Mormons (LDS), Community of Christ members, Christian Scientists, Seventh-Day Adventists, Advent Christians, members of the Orthodox Churches (i.e., Eastern, Greek, Syrian, Russian, Western), members of Oneness Doctrine Churches, Unitarians, and Universalists.

We do not accept members from Catholic churches because the doctrinal beliefs of the Roman Catholic Church are far removed from the beliefs of evangelical and protestant churches.

Evangelical and protestant churches hold firmly to the absolute authority of the Scriptures, the necessity of being born again, the necessity of receiving by faith the Lord Jesus Christ as personal Savior, and justification by faith alone. These doctrines are obscured or even denied by the Roman Catholic Church.

We do not accept members from Advent Christian or Seventh Day Adventist churches as they do not believe in hell or the lake of fire as being a place of eternal punishment for those who depart this life without Christ. We believe when a person accepts Christ as savior by faith, that person is snatched from an eternal destiny apart from God, referred to in the Scriptures as an everlasting lake of fire.

Other churches, congregations, or assemblies from which we do not accept members are those that recognize the written works of human authors as inspired in the same sense in which the Bible is the inspired Word of God and others that cast doubt on the deity of Christ or His position as Savior and do not emphasize receiving Him as personal Savior.

In general, The Gideons International accepts members from only protestant or evangelical churches that hold to the absolute authority of the Scriptures and believe salvation is by grace through faith in the finished work of the Lord Jesus Christ.

WHY IS IT IMPORTANT THAT A GIDEON BE A MEMBER OF A LOCAL EVANGELICAL CHURCH?

Brief Answer

The Gideons International, by design, is a missionary arm of the protestant or evangelical church. Accordingly, membership in The Gideons International is intentionally limited to those men who are members of protestant or evangelical churches as those respective churches define

membership. The requirement for church membership differentiates The Gideons International from para-church organizations, as the ministry of The Gideons International is carried out by men who are actively involved in their church and who are recommended by their pastor.

Comprehensive Answer

The Gideons International does not intend to take the place of a church, rather it exists to assist the church in the accomplishment of its mission. By intentional design, The Gideons International seeks to serve as an extended missionary arm of the church. Therefore, the standards for membership must be kept high.

As we seek to develop ministry relationships with churches, pastors must have confidence that we share their faith and their commitment to the church. However, we live in a low-commitment society, and it is critical that accountability be demonstrated through our involvement in a local church body.

Paul writes in Ephesians 4:11-12, “And he gave the apostles, the prophets, the evangelists, the shepherds and teachers, to equip the saints for the work of ministry, for building up the body of Christ.” It is hard to build up the body of Christ if we are alone at home and not connected to a Bible-believing church. Hebrews 10:24-25 says “And let us consider how to stir up one another to love and good works, not neglecting to meet together, as is the habit of some, but encouraging one another, and all the more as you see the Day drawing near.” The New Testament is replete with teaching and instruction regarding the local church and examples of individual Christians working within the accountability of the church. Members of The Gideons International need to sit under the teaching of the Word of God.

We seek prayer support, members, and financial support from the church. There is inherent accountability that comes with serving as a missionary arm of the church. Why would a pastor allow someone who is not a member of any church to speak in his or her church?

For these reasons, every member of The Gideons International must be a member in good standing of an evangelical or protestant church, congregation, or assembly. Further, each member is required to be confirmed and recommended by his pastor. The requirement for church membership and the pastor’s recommendation differentiates The Gideons International from para-church organizations as the ministry of The Gideons International is carried out by men of the church.

WHY CAN'T WOMEN JOIN THE GIDEONS INTERNATIONAL WITHOUT THEIR HUSBANDS?

Brief Answer

The International Cabinet of The Gideons International believes God created this ministry as a men's ministry over 100 years ago and has blessed it as such ever since. He called us to serve the world as a men's ministry, and He has been faithful to grow The Gideons International, with over 176,000 men and 98,000 wives of Gideons serving the world in over 195 countries, territories, and possessions.

Comprehensive Answer

As any other membership organization, we have a responsibility to define membership qualifications. The Gideons International is a membership association of Christian business and professional men. Men are called to ministry in The Gideons International to use special talents and gifts developed in their business and professional careers. The calling is in no way related to excluding or subordinating women or non-business or professional men. It is simply a recognition that there is a certain vineyard such a group of men can effectively minister to in a world full of ministry opportunities.

Though there are numerous ministry roles women carry out in Scripture, and correspondingly in The Auxiliary of The Gideons International, the creative order of authority in Genesis 1-3 remains consistent throughout the whole counsel of God. It is our conviction that the Word of God clearly teaches that a Christian institution (family, church, association, or other such organizations) should be led by men. In our view, I Timothy 3:1-13, Titus 1:6-9, and I Peter 3:4-7 fully support this position. As a ministry committed to Biblical authority, we choose to adhere to Scripture rather than capitulate to social and cultural trends prevalent in secular society and knocking on the doors of God's own institution, the church. In essence, we adopt the complementarian perspective rather than the egalitarian view.

There are undoubtedly numerous interpretations of Scriptural references pertaining to the role of women in ministry. As one of our core values, "an uncompromising belief that the Bible is the inspired (i.e., infallible, and inerrant) Word of God," it is the International Cabinet's responsibility to understand and apply Scripture to all aspects of the Association, including membership qualifications. After considerable research and prayer on the subject, the International Cabinet remains convinced that our founders, and

those who followed, acted upon the Scriptural order established by God, as given in such passages, as I Corinthians 11:3, 7-9.

“But I want you to understand that the head of every man is Christ, the head of a wife is her husband, and the head of Christ is God.” I Corinthians 11:3

Galatians 3:28 is sometimes cited as a passage supporting women’s equality, “There is neither Jew nor Greek, there is neither slave nor free, there is no male and female, for you are all one in Christ Jesus.” Taken in context, the verse relates to the principle of salvation and baptism, not Christian leadership. Also noteworthy is the use and understood definition of the word “one” (eis). Nowhere in 344 other New Testament usages, or in the standard lexica, does the word mean equal.

Though we are in a day and time of so-called “women’s equality,” the International Cabinet continues to maintain and conduct the Gideon ministry on a Scriptural basis without any wavering or apology. Following the clear precepts of the Bible in this respect in no way lessens the appreciation Gideons have for their wives and the very valuable and fruitful service they perform in The Auxiliary of The Gideons International.

Other Scriptural references:

Genesis 1:26-27	Genesis 2:18-24	Genesis 3:16	I Timothy 3:1-13
Titus 1:5-9	I Peter 3:4-7	I Corinthians 11:7-9	

WHY ARE SOME DISTRIBUTIONS ASSIGNED TO GIDEONS AND SOME DISTRIBUTIONS ASSIGNED TO THE AUXILIARY?

Brief Answer

Business and professional men often have the resources to be able to delegate tasks to others or to hire someone to do things for them. But, as a men’s membership organization, The Gideons International intends to have Gideons take an active role in the work of the ministry. Certain Scripture distributions are assigned to Gideons, and by design, it is expected that Gideons personally carry out those distributions rather than delegating them to others. Yet, there are certain Scripture distributions better suited for a female presence and, therefore, are assigned to the Auxiliary.

Comprehensive Answer

The answer goes back to the beginning of The Gideons International and the very design of a ministry for Christian business and professional men. In the early years, traveling businessmen faced the age old temptations of

liquor, gambling, and womanizing; and there was a need for an Association through which Christian businessmen could share fellowship and hold each other accountable as witnesses for Christ. Business and professional men still face the same temptations today, and the enemy still likes to use them to neutralize and even destroy the testimony of Christian men. So there is still a need for Christian business and professional men to hold each other accountable and to encourage one another in their Christian walk. Actually, in our culture today, it may be needed more than ever before.

By design, The Gideons International engages men in ministry activities to strengthen their walk with Christ and also help them maintain a vibrant and authentic testimony in the workplace and in the community. To associate the membership for service, while recognizing the strengths of both men and women in differing venues, The Gideons International designates certain Scripture distributions to Gideons and others to Auxiliary.

WHY ARE CHURCH PRESENTATIONS ONLY MADE BY GIDEONS?

Brief Answer

Organizing, participating in, and being accountable for the Association, and its relationship with churches, is the responsibility of Gideons. Therefore, it is the responsibility of Gideons to report to churches how God is using their prayer and financial support to touch their local community and ministry opportunities around the globe through The Gideons International.

Comprehensive Answer

From its inception, The Gideons International has functioned as a ministry of Christian business and professional men. A complementary element of the ministry for the wives of Gideons allows married couples to serve in ministry together. The ancillary activity of the Auxiliary is complementary, but by design Gideons experience a more comprehensive spectrum of the ministry. Gideons experience a wider scope of Scripture distributions, often including International Scripture Blitzes. As such, Gideons are able to share a more complete perspective of the ministry to churches.

WHY DOES THE GIDEONS INTERNATIONAL HAVE OCCUPATIONAL MEMBERSHIP QUALIFICATIONS?

Brief Answer

From the beginning, The Gideons has been an Association for Christian business and professional men. This allowed Christian traveling salesmen to “associate together for service” and band together to witness for Christ

using their God-given gifts and talents. Over the years, as patterns of work have changed, so have the occupational qualifications.

Comprehensive Answer

The Gideons International has historically been an Association for Christian business and professional men. In the early days, this allowed Christian traveling salesmen to “associate together for service” and band together to witness for Christ.

It is very easy to see God’s leading and blessings upon the Association throughout our history. We believe this has been through the leadership of men who have constantly sought God’s direction and have been obedient to Him. This includes the way the ministry is organized as an interdenominational Association of Christian business and professional men having been given some unique opportunities to witness and distribute the Word of God into well-defined areas.

The day-to-day work of The Gideons is done at the grass roots by business and professional men, associating together for service as members of the Gideon camp. It is a particular, specialized work in God’s kingdom. It involves developing and maintaining relationships with institutional management where we distribute Scriptures; and with evangelical or protestant church pastors, all of whom are business and professional people themselves.

Gideons are, for the most part, trained through their occupation to do the public relations work involved. In addition, they usually have some control over their schedules, allowing time to do some ministry work during normal business hours. Gideons do not have different standards for different countries; the occupational and spiritual qualifications must be consistent in every country where the Association is organized.

Gideons are not to be seen in any way as “special” because they have certain occupations. As an Association that believes the Scriptures are the inspired (i.e., infallible and inerrant) Word of God, we believe all Christians are equal before God and have the responsibility to use their God-given gifts and talents to share the Gospel with others and glorify Him in their lives. In the twelfth chapter of his first letter to the Corinthians, Paul confirms that no member of the body of Christ is superior to another because of the position and responsibilities they have within the body.

WHY DOES THE MEMBERSHIP QUALIFICATIONS CRITERIA INCLUDE THE QUESTION ON THE ENDLESS LAKE OF FIRE FOR THE UNSAVED?

Brief Answer

There has arisen the need to address a number of unbiblical teachings such as “universal reconciliation” (ultimately everyone will be saved) and “soul annihilation” (the unrepentant will simply pass out of existence; they will be no more). Both of these beliefs deny the Scriptural teaching that there will be a place of eternal torment (described as Hell or Hades) for unbelievers.

Comprehensive Answer

The Gideons International has a single objective to share the Gospel of Jesus Christ so others might find salvation in His finished work. Salvation provides individuals with the forgiveness of their sins and a righteous standing before a holy God. This comes by God’s grace and must be accepted by faith. In Christ we have the promise of eternal life. This is the clear and consistent teaching of the Bible.

The question on “the endless lake of fire for the unsaved” addresses a number of unbiblical teachings such as “universal reconciliation” (ultimately everyone will be saved) and “soul annihilation” (the impenitent will simply pass out of existence; they will be no more). Both these deny the fact that there will be a place of eternal torment for those whose names are not written in the book of life.

However, the Bible is clear and consistent on its teaching as to the fate of unbelievers. They will spend eternity separated from God in a place of torment. Jesus referred to this place as outer darkness, a place where there is weeping and gnashing of teeth. In Luke 16, He states that the rich man was “in anguish in this flame.” Then Revelation 20:10-15 states that it is “a lake of fire” and “they will be tormented day and night forever.”

The Scriptures are also clear in the fact that God does not desire for any to perish but come to repentance. Because His love and compassion fills our lives, we are committed to sharing the Gospel with others through our personal witness and the distribution of God’s Word.

WHAT IS THE GIDEONS’ STANCE ON HUMAN SEXUALITY?

Brief Answer

The Gideons International believes the Bible to be the inspired, infallible, inerrant Word of God. We accept the literal translation of the Scriptures in

regard to human sexuality and the Biblical standard of a Christian marriage between one man and one woman. Therefore, it is inappropriate for our Association to participate in any Gideon activity with individual congregations that publicly holds different views.

Comprehensive Answer

Over the past several years, there has been an erosion in several Protestant denominations concerning the Scriptural teachings on human sexuality. The Gideons International has traditionally viewed our relationship and activity with Protestant denominations, churches, and congregations as based on doctrinal issues of which there is agreement and common ground. Typically, the Association has not defined our participation with these groups based on behaviors or actions, which Scripturally would be considered as sins (transgressions against the commandments or teachings of God). However, when a church or a group of churches openly and publicly embraces a practice clearly against the Scriptural beliefs held by the Association and its members, a response becomes necessary. Therefore, the International Cabinet at its 2003 Fall Cabinet meeting adopted our Statement of Human Sexuality as a response to the issue and a guideline for camps to use in carrying out Gideon activity with local churches. If a church within the local camp area states in public media that it is supportive of sexual behavior contradictory to Scriptural beliefs as held by the Association, the camp should quietly withdraw and pray. The camp would have no further relationship with that church and would cease all Gideon activities with that church. If there are materials already placed within the church, they should be left there and no further service given. In short, no additional contacts would be made with the church. Concerning Gideons who are members of such churches in conflict, they should be asked to evaluate, as a matter of individual conscience, their membership in such churches.

DO MEMBERS OF THE GIDEONS INTERNATIONAL HOLD THEMSELVES OUT TO BE AN ELITIST GROUP OF CHRISTIANS?

Brief Answer

As a niche ministry we recognize that, in the spirit of I Corinthians 12, our membership represents a specific part of the body of Christ. It is not our intention to hold ourselves out as being elite, but others may have that perception because we are men of a separated walk and have qualification standards that help us accomplish our purpose of winning the lost for Christ.

Comprehensive Answer

We have a niche ministry which makes us unique, not elite. I Corinthians 12 speaks of the various parts of the body of Christ and their uniqueness, all the while communicating that each serves a special purpose. We do not hold ourselves out as being elite, but others may have that perception because we are men of a separated walk and have qualification standards that help us accomplish our purpose of winning the lost for Christ. This separate walk is unique in the Christian community, as many ministries today have made an effort to become more like the world thinking it will make it easier to reach them. The qualification standards again are unique in that we look for business and professional men not because we think we are above everyone else, but because it allows us to avoid spending precious resources training men how to conduct the business of the Association.

WHY DOES THE GIDEONS INTERNATIONAL HAVE A NON-AFFILIATION POLICY?

Brief Answer

The purpose of the policy is to protect the integrity and reputation of the Association. It is intended to keep the Association from duplicating the work of other ministries, as well as removing possible distractions from our single objective. It also prevents confusion for donors and other supporters who might tie the beliefs and purposes of other organizations to us due to an affiliation with that organization.

Comprehensive Answer

The non-affiliation policy of The Gideons International is limited to the missional activity of Scripture distribution. The purpose of the policy is one of protection for the integrity and reputation of the Association. This policy is in place to keep us from duplicating the work of other ministries and to keep us from being distracted from our purpose of helping to win others to Christ through the distribution of His Word. It also prevents confusion for our donors and other supporters who might tie the beliefs of other organizations, which might desire to partner with us, to our own as an international ministry. Our ministry is funded by donors from many different churches and denominations. When we ask for their support, we tell them specifically how we will use the funds they will be providing. They expect us to do what we tell them we will do with their funds, and that is, "The Gideons will place or distribute the Scriptures they provide." If they thought we were giving Scriptures to other denominations/ministries, they would probably just

keep the money within their own denomination/ministry. In addition, we never have enough Scriptures to cover the demand for placement in our 50-plus areas of distribution in over 195 countries, territories, and possessions.

WHY DOES THE GIDEONS INTERNATIONAL HAVE SCRIPTURE DISTRIBUTION POLICIES?

Brief Answer

There are four key reasons to have defined policies for Scripture distribution, as follows:

- To maintain integrity with the church: We need to hold true to what we say we do; therefore policies allow us to be defined and consistent.
- To maintain consistency and keep doors open: Policies help to educate the membership regarding methods and procedures on how to execute a Scripture distribution and placement. Therefore the activity of the Association is predictable and scalable.
- To ensure protection and safety of the Association and its members: Gideons and Auxiliary also operate in countries that are not founded on Christian principles, with others faiths in the majority. Undisciplined behavior can not only jeopardize the ministry activity, but also impact the personal safety of members.
- To avoid duplication: The policies point towards places that are unreached. The Association is not looking to compete with others, but to maximize evangelistic efforts in the single objective of winning the lost to Christ. By and large our placement and distribution points are unique and not reached by any other organization.

Comprehensive Answer

There are four key elements that necessitate the formulation of Scripture distribution policy, as follows:

- To maintain the integrity with the church: We need to do what we say we do; that is with regards to the placement and distribution of Scriptures. The policy dictates these places, thereby, it helps us maintain integrity with the churches.
- To maintain consistency and keep doors open: The distribution policy not only gives us the areas of placement and distribution,

but it also defines the methods and procedures on how to execute a Scripture distribution and placement. This is uniform worldwide and brings in consistency among the ranks globally. In the global scenario, distributions and placements are conducted in places where other faiths are also prominent. Non-adherence to policies may result in doors closing.

- To ensure protection and safety of the Association and its members: Gideons and Auxiliary also operate in countries that are not founded on Christian principles and have the presence of others faiths in the majority. It is imperative to adhere to policies, as non-adherence can not only jeopardize the ministry activity, but also impact the personal safety of members. As per policy, Gideons aren't supposed to pray or preach during distributions. Non-adherence to this, especially in the countries where other faiths are prominent, has often led to unrest, with Gideons being prosecuted and in some occasions even jailed.
- To avoid duplication: The policies point towards places that are unreachable. The objective of the ministry is not to compete with others or ourselves, but instead to maximize evangelistic efforts in the single objective of winning the lost to Christ. By and large, our placement and distribution points are unique and not reached by any other organization.

The International Cabinet reviews the Scripture distribution policies periodically. As more and more new avenues for distribution and placements have risen, simultaneously befitting policies have been prayerfully formulated and communicated by the International Cabinet.

Backdrop: Our founders realized that if there were no rules or policies in place, it would be no time at all before each member would be doing "that which was right in his own eyes," Judges 17:6b. The first policies were in the document titled, "Rules and Regulations," adopted in 1900. Thereafter, the International Cabinet began to establish written policies to supplement those contained in the Constitution and Bylaws. As the Association grew in size and concept, numbers, and programs, experience dictated that guidelines be established for the benefit of members and camps.

The early Gideons realized there was a clear distinction between the placement of God's Word and distribution of God's Word. Prior to 1941, only the whole Bible was placed, and that primarily in hotels and hospitals. These were viewed as traffic lanes where people are found on the move. In this

case, the Bible was placed permanently (until removed or replaced) and remained a property of The Gideons International.

On the other hand, the vest pocket New Testament ministry involves distribution to those individuals who comprise groups that may be termed the streams of national life. Such groups initially included military, nurses, students, prisoners, etc. Thus when a New Testament is given to an individual, it becomes the property of the individual.

WHY DOES THE GIDEONS INTERNATIONAL NOT PROVIDE SCRIPTURES TO CHURCHES?

Brief Answer

The main reasons are as follows:

- Gideons report in the churches where funds are raised, and these funds are used for the purchasing and placement of Scripture in defined venues. Any deviation would entail going against what is spoken from the pulpit of the churches.
- The Gideons International is interdenominational in nature. We go to eligible churches of various denominations and appeal for funds. The churches, fully aware of our places of distribution, respond and give us funds to print Scriptures. If we then give Scriptures to other churches, we compromise our integrity. The churches may think, “Why fund The Gideons? We might as well purchase our own Scriptures.”
- Giving Scriptures to churches implies handing over Scripture stocks to pastors or church leaders. This would be a deviation from our policy that the Scriptures are to be distributed solely by Gideons.
- To do so would be inconsistent with our single objective of reaching the lost for Christ. Bible societies and other organizations have a wonderful ministry in providing Scriptures to those who need them. The Gideons International has a different ministry in reaching the unsaved.

Comprehensive Answer

There are four primary reasons Gideons do not give Scriptures to the churches, as listed below:

- As Gideons report in churches, they communicate that funds raised are used entirely for the purchasing and placement of Scripture in designated traffic lanes of life only—specific places which otherwise would not have any known opportunity to access God’s Word, and this clearly precludes churches. Any deviation would entail going against what is spoken from the pulpit of the churches.
- The Gideons International is interdenominational in nature. We go to all eligible churches of various denominations and appeal for Scripture funds. The churches, fully aware of our places of distribution, oblige and give us funds to print Scriptures. If we give Scriptures to some of the churches, then clearly we have compromised our integrity with the others. The churches may think, “Why fund The Gideons? We might as well purchase our own Scriptures.”
- Giving to churches implies handing over Scripture stocks to pastors or church leaders, as Gideons and Auxiliary certainly cannot be standing at church entrances and distributing Bibles to the church members. This is a clear deviation from the 1903 policy, which states that the Scriptures ought to be distributed solely by Gideons.
- To do so would be inconsistent with our single objective of reaching the lost for Christ. Bible societies and other organizations have a wonderful ministry in providing Scriptures to those who need them. The Gideons International has a different ministry in reaching the unsaved.

With the recent introduction of Friends of Gideons, church leaders or pastors who are registered as Financial Friends may purchase unmarked New Testaments (without the logo).

WHY DOES THE GIDEONS INTERNATIONAL DISTRIBUTE NEW TESTAMENTS RATHER THAN FULL BIBLES?

Brief Answer

The Gideons International is an evangelical ministry, with the sole purpose of introducing others to Christ. It is not our intent to provide a study Bible. The lesser cost of producing New Testaments allows us to exercise good stewardship and, in turn, distribute more copies of the Word of God into the hands of people.

Comprehensive Answer

The New Testament presents the person with the work of the Lord Jesus Christ, which is central to our purpose of winning the lost.

The Gideons International as an evangelical ministry, plants the seed, which is the Word of God, toward the purpose of reaching the lost. It is not our intent to provide a study Bible. The lesser cost of producing New Testaments allows us to exercise good stewardship, and in turn, distribute more copies of the Word of God into the hands of people.

There is a difference between placements and distributions. Full Bibles are placed in what are designated as traffic lanes, where people are found on the move. Full Bibles remain the property of The Gideons International.

New Testaments are small enough to be mobile, placed in a pocket, purse or backpack. New Testaments are distributed and become the property of the recipient.

With full Bible placement and New Testament distribution, this ensures good stewardship with a minimum of duplication in achieving our single objective.

“And the gospel must first be proclaimed to all nations.” Mark 13:10

WHY DO WE HAVE A DRESS CODE?

Brief Answer

In short, the standard of dress maintained has a significant bearing on the external image and reputation of an organization.

It is very important that The Gideons International presents itself, and carries out its work, in a manner consistent with those whom we have contact with and represent. The “message” will never change, but the way in which it is delivered must be relevant to the people we are endeavoring to reach.

Comprehensive Answer

The way members of an organization dress is, in itself, a statement about the nature and standards of that organization. The standard of dress maintained within an organization has a significant bearing on the external image and reputation of that organization.

The Gideons International policy on attire has changed as business attire has changed. Recent additions to the policy on attire have been added in response to the business and professional environment.

It is important that The Gideons International presents itself and carries out its work in a manner that is relevant to the times in which we live. The “message” will never change, but the way in which it is delivered must be relevant to the people we are endeavoring to reach.

WHY DON'T WE ALLOW THOSE WHO MANUFACTURE OR SELL ALCOHOL TO BE MEMBERS?

Brief Answer

It is important to note although consumption of alcohol is not explicitly prohibited, the manufacture or sale of alcohol is inconsistent with the nature and objective of the Association. Because of the increasing abuse of alcohol in today's society, it's been agreed that promoting alcohol is not consistent with the standards and constitution of the Association.

Comprehensive Answer

“We put no obstacle in anyone's way, so that no fault may be found with our ministry...” II Corinthians 6:3

By the grace of God, the integrity of The Gideons International has been above reproach since its inception. As a membership-driven ministry consisting of men from many denominations, cultures, and backgrounds, it is incumbent on the membership to diligently maintain that standard. As a part of the church, we must always guard our reputation with Christian character, always careful to give all glory and honor to our Lord Jesus Christ who alone is worthy of our praise.

The individual member is encouraged to set aside personal beliefs and doctrinal understandings on issues over which earnest Christians may have a differing view. It requires each member to adopt a position and behavior that does not distract another believer from their spiritual walk.

It is important to note that, although consumption of alcohol is not explicitly prohibited, the manufacture or sale of alcohol by a Gideon would be inconsistent with the nature and objective of the Association. As a member of the Association, each one has demonstrated alignment with the single objective of winning the lost to Christ. Our constitution explains that we do this through three methods, the second of which is personal testimony

and personal work by individual Gideons. Personal testimony and personal work is consistent with II Corinthians 6:3: “We put no obstacle in anyone’s way, so that no fault may be found with our ministry...” As we look at the emblem of the Association, it includes a white pitcher. The original use of the pitcher was to carry water, but Gideon (as recorded in Judges 6 and 7) used the pitcher for a different purpose—to carry the light. This represents a Christian’s willingness to lay aside personal plans and purposes in order to use his vessel to carry the light of the world. “But we have this treasure in earthen vessels, that the excellency of the power may be of God, and not of us.” (II Corinthians 4:7, KJV). The color white symbolizes the righteousness of God and the purity of life seen in one who walks with God.

Finally, the membership of the Association has collectively agreed to not permit those who manufacture or sell alcohol to be members. Bylaws Article 1, Section 2 states: “Any business or professional man who shall qualify under article 3 of the Constitution, except those engaged in the manufacture or sale of alcoholic beverages, and except those engaged in a business the character of which is inconsistent with accepted Christian standards, is eligible for membership in the Association.” This provision within the Bylaws has been agreed upon by the membership at the annual general meeting and would require two-thirds of the voting power of the International Convention to be amended.

WHAT IS THE GIDEONS POSITION ON BEING A MEMBER OF OTHER ASSOCIATIONS OR “OATH-BOUND SECRET SOCIETIES” THAT CONFLICT WITH CLEAR BIBLICAL TEACHINGS?

Brief answer

Oath-bound secret societies, and related member associations, may have beliefs and rituals which appear inconsistent with Biblical teaching. Prospects joining The Gideons International should make a clear decision whether conflicting organizations are in line with the one true God and the one true Bible. If this issue comes up with prospects, they should be asked to pray about Gideon membership and their allegiance to oath-bound secret societies. Members should individually evaluate their membership in such groups, as a matter of Scripture.

Comprehensive answer

A secret society is an oath-bound association whose activities and rituals are concealed. Some secret societies conflict with the Bible, therefore members should individually evaluate, as a matter of Scripture, their membership

in such groups. Often members entered into fraternal organizations as young men seeking business networking opportunities or through family connections. As Gideons we believe the Bible is the inspired, infallible, inerrant Word of God (2 Timothy 3:16, 1 Thessalonians 2:13). Some secret societies view the Bible as only one of several volume(s) of sacred writings, all of which are deemed to be equally important. Members should consider whether they are “equally yoked” with a secret society’s definition of God or the position they hold Scripture among other books. Furthermore, secret societies may require that its’ members believe in a deity. By swearing an oath to a Grand Architect, and not specifying him as Jesus, you include the gods of all religions from Taoism to Hinduism to Islam and to everything in between. These societies propose that different religions all acknowledge the same god, only they call him by different names. As Gideons, we believe there is only one true God and to worship other gods or to call upon other deities is idolatry (Exodus 20:1-3).

PROGRAM-SPECIFIC QUESTIONS

AUXILIARY

Q. Who is ultimately responsible for the Auxiliary to function to full potential?

- A. At every level of the ministry, the Gideon president has this responsibility. The Auxiliary is not a separate ministry. Rather, it is an integral component of the camp, state, national and international organization, and it falls under the president's responsibility.

Q. Who is responsible for ordering Auxiliary Scriptures for distributions?

- A. Orders for Auxiliary Scriptures should be placed through the camp Scripture chairman using the proper Scripture order form (Item 507, downloadable from *theConnection*). The only Scriptures ordered by the Auxiliary (either by the camp Auxiliary secretary-treasurer or by individual Auxiliary members) are Personal Workers Testaments, which are ordered as a merchandise item.

Q. Is it permissible for the camp Auxiliary secretary-treasurer to remit Auxiliary Scripture Funds?

- A. All Auxiliary Scripture Funds should be remitted by the camp treasurer. The proper procedure for the Auxiliary to follow is outlined in the *Auxiliary Guide Book* and the *Camp Treasurer's Manual*.

Q. Who is responsible for reporting the number of GideonCard video showings, and the amount of the Auxiliary Scripture Fund offering?

- A. It is the camp treasurer's responsibility to submit the correct information for each of these along with all Scripture remittances on (Item 503) monthly. The camp treasurer and the camp Auxiliary secretary-treasurer should collaborate to ensure the correct information is reported to International Headquarters.

Q. If a Gideon and Auxiliary couple were members of The Gideons International in the past, but have not paid their dues in the last few years and the husband passes away, can the wife reactivate her Auxiliary membership?

- A. No. An Auxiliary member may maintain her membership in The Gideons International only if the couple's membership is still active at her husband's death.

BANQUETS

Q. Should a pastor be invited to be the principal speaker at a Gideon event?

- A. No. The policy clearly states: “Members (should) be advised it is in the best interest of our Association that we use qualified Gideons only as main speakers at monthly meetings, rallies, zone meetings, and state conventions, which are primarily for the purpose of promoting the Gideon ministry and educating our members. Pastors might participate as Bible speakers at conventions.”

CAMP ORGANIZATION

Q. What steps are necessary in order for International Headquarters to properly set up or dissolve a camp?

- A. Verification by the state cabinet as to (1) Membership: Who are the members of the new camp, or in case of dissolution, to what camp should the members be reassigned? (2) Scripture Funds: Any transfer of funds to the new camp? For a camp being dissolved, to what camp should any balance of funds be transferred? (3) Territory: What is the geographic area assigned to the new camp, or name of camp assuming the territory of a dissolved camp?

CHURCH PRESENTATIONS

Q. Are church presentations to be secured only by the church ministry chairman?

- A. No. He is responsible for coordinating camp activities in securing and conducting church presentations. Church representatives are responsible for actually securing the presentations. Church Relations Days should be conducted for churches where no representative is assigned.

Q. Are video presentations effectively used at church services?

- A. Yes. A number of professionally produced videos are available for use in churches by media-qualified church presenters. The GideonCard video may be shown in churches, but not in lieu of a regular Gideon church presentation.

Q. If a Gideon makes a presentation in a church located in another camp's territory, to which camp is the offering credited – the camp where the church is located or the camp to which the presenter belongs?

- A. Gideons should not solicit or make church presentations in another camp's territory without that camp's permission. Regardless of who makes the presentation, the offering is always credited to the camp where the church is located.

Q. What Scriptural authority do The Gideons have for requesting the privilege of presenting at a church service?

- A. Acts 14:27 and Acts 15:4 are two references that lend Scriptural support to our program of making presentation to churches. The Apostle Paul, and those with him, "rehearsed" and "declared to the churches all things that God had done." Likewise, Gideons rehearse that which God has done and declare that to local churches.

Q. Is it permissible to accept a church presentation that is carried by radio or television?

- A. Yes, it is not only permissible but highly recommended. Be sure the Gideon assigned is one who will properly plan and prepare for this presentation as the message will reach a far greater number of people than in the service itself.

Q. Does The Gideons have a program of speaking at seminaries and denominational conventions?

- A. Yes. Gideons may make presentations at seminaries and denominational conventions. This program should be directly under the supervision of the state cabinet. Care should be used in selecting the most qualified Gideons to speak at seminaries and denominational conventions. Please contact the church ministry specialist in the USA Division at International Headquarters for more detailed information.

Q. Is it advisable to make presentations at ministerial association meetings?

- A. No. Religious groups may be represented at such meetings from which Gideons neither solicit church services nor accept members. Therefore, to avoid potential conflict and embarrassment, Gideons do not speak at such meetings.

CONTRIBUTIONS

Q. Is it permissible to provide envelopes to churches in lieu of a Gideon presentation and receive an offering at the close of the service?

- A. No, if the pastor or church officials will not allow a Gideon speaker

to make a presentation we do not supply envelopes to the churches for an offering, even if requested to do so. We thank the pastor and church officials and say we would prefer to wait until a more suitable time to tell our story.

Q. What portion of a contribution to The Gideons International is considered tax deductible?

- A. For the USA, The Gideons International is tax exempt, and is listed on the IRS website under Publication 78, Cumulative List of Organizations. Because individual tax concerns vary, we suggest that the individual donor seek guidance from his or her tax advisor as to the best way to handle such matters. The IRS Publication 526 provides information on Charitable Donations. Tax issues in other countries will vary.

CONVENTIONS

Q. Should sample products involving advertising or identification be displayed, sold or handed out at Gideon conventions?

- A. No. The Association policy is that no promotional items involving advertising or identification with a company or sample product are to be displayed, sold, given away, or accepted as gifts at Gideon conventions or meetings. Neither is there to be any identification with a political candidate or party at Gideon meetings or through correspondence. Adherence to this policy will avoid misunderstanding and embarrassment. From time to time the International Cabinet may make an exception for Bible speakers and soloists at the International Convention.

Q. Are there guidelines to assist a state president and his cabinet in properly planning and promoting a state convention?

- A. Yes. The *State Convention Manual* (Item 2102) is available from International Headquarters. Also, the timetable for planning the convention and a sample program are available in the *State Management Manual* (Item 509).

DEVELOPMENT (USA ONLY)

Q. What is a TorchBearer?

- A. A TorchBearer is anyone who has included The Gideons International in his or her estate plan. This includes naming The Gideons International as a beneficiary of one or more of the following: a

will, trust, life insurance policy, commercial annuity, retirement account, or brokerage account. Funding a gift annuity through The Gideons International also qualifies someone as a TorchBearer.

Q. What if an attorney (or donor) contacts the camp concerning settlement of an estate?

- A. Immediately forward all information, correspondence, and the check to the Development Division of The Gideons International (P.O. Box 140800, Nashville, TN 37214). If the attorney or donor has any questions, please refer them to the Development Division (615-564-5000).

Q. How does a Gift Annuity work?

- A. An irrevocable gift is made to The Gideons International. Based on the age of the annuitant(s) at the time payments are to begin and the size of the gift funded, The Gideons International agrees to pay the annuitant(s) a specific amount (monthly, quarterly, semi-annually or annually) for as long as they should live. Contact the Development Division (615-564-5000) for information specific to your situation.

Q. How can I gift securities (stocks and bonds) to The Gideons International?

- A. If the securities are held in a brokerage account, your broker can easily transfer them to The Gideons International electronically. If held in paper form, they must be endorsed along with proper transfer documentation and sent via secure mail to the Development Division at International Headquarters (P. O. Box 140800, Nashville, TN 37214). Contact the Development Division at (615) 564-5000 for specific transfer instructions.

Q. How do I give my retirement account to The Gideons International?

- A. Contact the institution that holds the account and request a Change of Beneficiary form. Please notify the Development Division so you can be designated as a TorchBearer.

Q. Is there a way I can establish a monthly donation billed to my credit card?

- A. Yes. When you log onto the website to make a donation, you have the option of selecting “make a one-time donation” or “make this a monthly recurring donation.” You can also access the recurring donations site from a portable device using the QR (quick response) code found in many Gideon publications.

FINANCES

Q. Is an Association Financial Statement ever distributed to Gideons?

- A. Yes. The Consolidated Financial Statement for the preceding fiscal year is posted on the website. A printed statement is also available on request.

Q. How are Scripture Funds sent to International Headquarters?

- A. Camp treasurers remit Scripture Funds online via *theConnection* or manually using the Scripture Funds Remittance (Item 503), Credit Card Scripture Funds Remittance (Item 503C), or the Multi-camp Scripture Remittance (Item 503M) when the funds are to be credited to more than one camp. For complete instructions on electronic remittances, contact the Camp Accounting Department at International Headquarters, or refer to the *Camp Treasurer's Manual* for complete details.

GIDEON MEETINGS

Q. Where should Gideons hold their monthly camp meetings, camp prayer meetings, rallies and state conventions?

- A. Monthly camp meetings and camp prayer meetings should ideally be held in hotels, motels or neutral places, except in those localities where neutral facilities are not available. If a Gideon meeting is to be held in a locality where a hotel or motel is not available, other neutral grounds should be considered. Monthly camp meetings may also be held in churches when there is a meeting space other than the sanctuary. State conventions should always be held in a hotel or motel of the selected convention city with adequate meeting facilities.

Q. May speakers other than Gideons be used at Gideon camp meetings?

- A. No. The International Cabinet has established a policy that it is in the best interest of the Association that only qualified Gideons be used as main speakers at monthly meetings, rallies, zone meetings and state conventions, which are held for the purpose of promoting the Gideon ministry and educating members. The Cabinet has agreed that it is proper for pastors, evangelists, or laymen to attend the weekly prayer meeting. Also, they might participate as devotional or Bible speakers at a convention.

Q. Is it appropriate for Gideons to read from a modern version of Scripture

at the weekly camp prayer meetings?

- A. Yes. Members may read from a Gideon-approved version of Scripture at Gideon meetings.

Q. Is it permissible to discuss doctrinally specific matters at Gideon meetings?

- A. No. We should focus on the power of the Word of God and winning the lost to Christ which unites us in purpose and practice. Of course, every Gideon has a right to his own persuasion regarding other doctrinal matters and practices, among which earnest Christians disagree; however, we must not discuss these matters at Gideon functions.

Q. What are the guidelines for using published music at Gideon meetings?

- A. The penalties for using copyrighted music without permission have become very stringent and are being enforced. To avoid violation of copyright laws, it is important to operate within the following guidelines at Gideon meetings, conferences, or conventions:
 1. It is a violation of copyright law to print the words of a copyrighted song with or without the music notes. Gideons should not reprint songs on banquet programs or make photocopies of music selections.
 2. Music at Gideon meetings should not be recorded. If music is accidentally recorded, it should never be reproduced or sold.
 3. If any display of song lyrics is desired, whether it be on an overhead screen or a handout, an “Event License” issued by Christian Copyright Licensing International (CCLI) must be obtained. Call CCLI at 800-234-2446, or go to www.ccli.com, to obtain license information.

THE GIDEONCARD BIBLE PROGRAM

Q. One of the funeral directors in our camp has refused to accept the GideonCard Bible Program materials. What action do we take?

- A. Pray that God will open the door, and when the opportunity arises, request the use of the GideonCard Bible Program in that particular funeral home at the service of a friend or loved one.

Q. What are the allocations for Scripture funds received through the GideonCard Bible Program?

- A. The same as church services: 35 percent to the camp; 4 percent to

the Emergency Scripture Fund; 7 percent to the USA Outreach Fund; 50 percent to the International Outreach Fund; and 4 percent to the Scripture Distribution Fund.

Q. How many displays should be supplied to each funeral director?

- A. The number of Funeral Home Displays (Item 819) supplied depends on whether the funeral home has more than one chapel and/or more than one location. The exact number should be determined after discussion with the funeral director in such cases. The Table Display (Item 819) should be placed in each viewing room.

Q. Should the camp GideonCard chairman keep an extra funeral home display on hand?

- A. Yes. Occasionally there will be a need for an additional display at a funeral home when simultaneous funeral services are being held.

Q. If a donor inquires as to how his donation will be used, what answer is given?

- A. The answers given should be similar to those given when answering inquiries about the use of church offerings. There should never be a promise to the donor that the Bibles or New Testaments will be placed or distributed in a specific hotel or to other specific institutions or groups.

Q. Should the camp treasurer remit GideonCard receipts to International Headquarters at the same time he sends in receipts from church services?

- A. Yes. GideonCard receipts are listed separately on the Scripture Funds Remittance Form (Item 503) or (Item 503C). GideonCard receipts may also be remitted electronically in the same manner as church presentation receipts,

Q. Should the Funeral Home Display (Item 819) be placed with the floral tributes or near the registration table?

- A. This is generally left to the discretion of the funeral director. Either place is acceptable. The Table Display (Item 819) should be placed in each viewing room.

Q. Must the funeral director always contact the next of kin prior to setting up the Funeral Home Display?

- A. Yes. It is absolutely necessary for the funeral director to clear this with the next of kin.

Q. Should all of the pastors of eligible churches in our camp territory be contacted about the GideonCard Bible Program?

- A. Yes. It is important for the pastors in your camp territory to know about the plan through a personal visit.

Q. Should the GideonCard Bible Program be mentioned at a Gideon church presentation?

- A. Yes. See GideonCard Message for Church Presentations (Item 816). Also, the GideonCard Donation Envelope (Item 802) should be available for church members at the end of the church service.

Q. May the camp GideonCard chairman serve more than three years?

- A. Yes. At the camp level, program chairmen are not limited to the customary three one-year consecutive terms in order to better carry on the continuity of programs. However, the camp should always be ready to appoint a new chairman should the existing chairman become unable to continue.

Q. Should a Gideon presenter use the GideonCard Church Display in the pulpit when he is speaking?

- A. No, the display is too cumbersome and awkward to use during a church presentation. Reference should be made to the Church GideonCard Display and the GideonCards if there is a display in the church.

HISTORICAL INFORMATION

Q. Where and when was the Gideon Association organized?

- A. The organizational meeting was held at the YMCA in Janesville, Wisconsin, on July 1, 1899, with three men present – John H. Nicholson, Samuel E. Hill and William J. Knights.

Q. Where and when were the first Bibles placed by The Gideons? How many?

- A. The first Bibles were placed in the Superior Hotel in Superior, Montana, in the fall of 1908. The quantity of Bibles placed was 25. In September 2008, a plaque was dedicated at the spot where the Superior Hotel stood.

Q. Is the Gideon name and emblem a registered trademark? If so, are Gideons authorized to use it?

- A. The Gideon name and emblem are registered trademarks. No brochure, tract, folder, pamphlet, form, book, video or audio recording, presentation, display, podium, rostrum, etc. is to be published, manufactured or produced in the name of The Gideons International and/or using the Gideon emblem except those authorized by the International Cabinet or a committee appointed by the Cabinet (usually the Executive Committee). This policy also applies to manufactured products including novelty items such as jewelry, pen sets, wearing apparel, etc. This policy, of course, does not apply to the publication of special state or local Gideon papers or newsletters for circulation among Gideons, but does apply to any other such publications for distribution to Gideons or to the public. This policy does not apply to such items as stationery and envelopes used by Gideons.

INTERNATIONAL OUTREACH MINISTRY

Q. Essentially what is involved in funding for outreach countries?

- A. Beneficiary countries provide annual estimates of their Scripture distribution needs based on surveys, manpower, and funds available within the country. The International Outreach Committee uses this estimate to prepare a budget for approval by the International Cabinet, taking into account past performance, world needs, and available funds. Fifty percent of funds from church presentations and the GideonCard Bible Program are allocated to the International Outreach Fund. The shortfall between funds available from those programs and the estimated Scripture distribution need is known as the Faith Fund Goal.

Q. Is there some source for obtaining the number of Gideons in each Gideon country and the number of Bibles and Testaments they have distributed?

- A. Yes. The Worldwide Ministry Brochure (Item 309) is a pamphlet that is updated annually at the close of the fiscal year and lists all countries along with important statistical information.

Q. What is being done to support camps together in outreach countries after they have been organized?

- A. Information and encouragement is provided through regular correspondence to outreach camps by International Headquarters. Also, videos, the Guide Book and other promotional and training

aids are supplied to these camps. Approximately twice each year, regional field officers are assigned to visit some camps and thus lend encouragement and assistance. Regional directors and field representatives also assist outreach camps on a regular basis.

Q. Should a Gideon who is traveling outside the United States and visiting a country in which The Gideons International is not established take it upon himself to organize a camp or solicit members?

A. No. The International Outreach Committee is responsible for establishing camps in other countries. The committee very carefully appraises each prospective country, and any new camp must be established by an official representative of the International Outreach Committee.

Q. What are the guidelines by which the International Outreach Committee determines whether or not a country qualifies for establishing the ministry?

1. A reasonable degree of literacy
2. The Scripture available in the language of the people
3. A degree of freedom from political obstacles
4. Existence of an evangelical/protestant nucleus
5. The cooperation of established Christian bodies
6. Opportunities to distribute or place Scripture
7. A minimum of six qualified Christian business and professional men of good standing in their churches and communities who feel the call of God with respect to this outreach

Q. As needs become known, may Scriptures be shipped into other countries by headquarters or USA camps where The Gideons has not been organized?

A. No. The Gideon Scripture distribution program is confined solely to established Gideon countries and is conducted exclusively by the Gideons of those countries. Under no circumstances are Gideon Scriptures to be shipped into a country where there is no Gideon presence.

Q. Our camp learned from a Gideon in an outreach country that they have a desperate need for New Testaments and our camp would like to help by shipping Scriptures to them. Is this permissible?

A. No. Scriptures are not to be shipped by USA camps to Gideon camps in other countries. The distribution of Scriptures in other

countries comes under the supervision of the International Outreach Committee. The IOC annually determines the number of Scriptures that can be distributed in other countries and arranges for the shipment of Scriptures through close contact with the Gideons there.

Q. A member of our camp will be traveling to an outreach country on a mission trip and would like to order a quantity of foreign language New Testaments to distribute during his visit. Is this permissible?

A. No. Gideons are not authorized to distribute Scriptures in any language outside their own country other than in personal witnessing. New Testaments in another language can be purchased for personal witnessing, if the Scriptures are listed in the merchandise order system. Gideons who plan to visit other countries should obtain a copy of the paper, *Gideons Abroad* (Item 906). Contact with Gideons in outreach countries should be done only in accordance with guidelines in this Guide Book.

MEMBERSHIP

Q. Does the International Membership Committee verify that an applicant for Gideon membership is a member in good standing of a protestant or evangelical church, congregation or assembly?

A. Yes. The applicant's pastor is contacted confidentially to determine church membership and good standing.

Q. If the camp discovers that an applicant for membership is not qualified should the application be referred to headquarters for rejection to save local embarrassment?

A. No. A matter of this nature should be handled carefully, and prayerfully, by the camp. Referral of such an application to the International Membership Committee has a great potential for creating ill will within a camp and/or with the local church.

Q. Will the International Membership Committee approve a membership application if the Gideon camp has not given approval?

A. No. One of the requirements for approval of the application by the International Membership Committee is that the camp president and secretary sign the application in the space indicating acceptance by the camp. See Article 1, Section 5 of the Bylaws. The exception to this rule is during a Camp Development Plan or when a

new camp is being formed under the state association's leadership.

Q. Can a clergyman be a Gideon?

A. No. A clergyman, as that term is used in Article 3 of the Constitution, is one who is generally accepted and recognized as a practicing clergyman, a pastor, or a minister of a church, an evangelist, or a missionary, even though he may otherwise qualify as a business or professional man. A former clergyman is ineligible for Gideon membership if he has performed services or has otherwise continued to be recognized as a clergyman during the past five years. For the purpose of this definition, "generally accepted and recognized" refers to the viewpoint of the general or ecclesiastical public.

Q. Is it possible for an applicant who is retired to become a Gideon?

A. Yes. If an applicant is retired, he is classified by the International Membership Committee on the basis of his occupation at the time of retirement as provided for in the Bylaws, Article 1, Section 10. Of course, his occupation at the time of retirement must have been such as to qualify him for Gideon membership.

Q. Are there certain spiritual requirements to become a Gideon?

A. Yes. These are specified in Article 3 of the Constitution and relate to belief in the Bible, personal acceptance of the Lord Jesus Christ as Savior, daily Christian walk, and church membership. The ministry of The Gideons is a spiritual ministry requiring spiritual members.

Q. Does the standard of membership in The Gideons International hold in all countries, particularly regarding the exclusion of those who are engaged in the manufacture or sale of alcoholic beverages, and those engaged in a business the character of which is inconsistent with accepted Christian standards?

A. Yes. Membership qualifications are the same worldwide. Basically, the same membership application is used in all Gideon countries.

Q. One of our members has served faithfully for many years and we would like to present him with a plaque at the next state convention in recognition of his service. Does headquarters have a plaque for this purpose?

A. No. There is an Association policy that Gideons or Auxiliary do not make official presentations of plaques, mementos, etc., to

members in recognition of achievements, positions held, or services rendered.

Q. Our camp has a prospective member who is a salesman and sells and delivers his product door-to-door. Does he qualify for Gideon membership?

A. No. A salesman, for the purposes of the Association, is a man who sells a product or service, is not a door-to-door canvasser or peddler and does not routinely deliver his products.

Q. Our camp has a prospect who is the proprietor of a small bookstore in a back room of his home. Does he qualify for Gideon membership?

A. No. In order for a proprietor engaged in buying and selling merchandise to qualify for Gideon membership, he must have an established place of business.

Q. Who comprises the International Membership Committee and what is its function?

A. Members of the International Membership Committee are appointed by the International President with the approval of the International Cabinet each year following the annual business meeting. Because it is necessary for the Membership Committee to meet at International Headquarters about every 10 days, members of this committee are appointed from among Gideons living in Nashville or nearby areas. There are 21 members of this committee, three being required to meet and approve all applications for membership. The Membership Services Department collects necessary information for the International Membership Committee, which then carefully reviews each application.

NATIONAL ASSOCIATIONS

Q. What are the requirements for a Gideon country to become a national association?

A. National associations are defined as having met certain criteria on membership (minimum number of camps and members), the establishment of a national office with a paid staff, and an elected cabinet. A national association will operate its own ministry within the governance and management guidelines established by the International Cabinet.

Q. Can a Gideon from another country speak at a Faith Fund rally, Pastors

Banquet or other Gideon meeting?

- A. Gideons from other countries can participate in Pastors Banquets, Faith Fund rallies and other Gideon meetings while on assignment or during a period prior to or following the international or national meeting as coordinated through International Headquarters. Expenses for the Gideon to participate are the responsibility of the qualified national association, state association and/or camp as applicable.

Q. What is the difference between a “qualified national association” and a “supported national association”?

- A. A qualified national association is one that provides funding for its own Scripture needs, contributes annually to the International Outreach Fund and meets other criteria established by the International Cabinet. Supported national associations are not expected to raise the funds to supply all their Scripture needs; therefore, they may benefit from the 50% international allocation of Scripture funds from church presentations and the GideonCard Bible Program.

OBJECTIVE

Q. What is the objective of The Gideons International?

- A. Article 2 of our Constitution states: “The object of The Gideons is to win others for the Lord Jesus Christ, through: a. the association of Christian business and professional men for service; b. personal testimony and personal work by individual Gideons; c. placing the Bible—God’s Holy Word—or portions thereof, in hotels, hospitals, schools, institutions, and also through the distribution of same for personal use.”

OPERATING PROCEDURES

Q. What is the sequence for the election of Gideon officers?

- A. Gideon officers are elected at the camp and state level in this order: president, vice president, secretary, treasurer, and chaplain. The secretary is not elected by the membership at national or international levels since he also serves as executive director.

ORGANIZATION

Q. Which committee has the responsibility of approving the tracts and other

literature which bear the name of the Association?

- A. The Executive Committee. Individual Gideons when publishing or distributing their own or other literature should not identify such literature with the name “Gideon” or in any other way with our Association.

Q. Who establishes the boundaries for each camp territory?

- A. The state or national cabinet is responsible for establishing or dissolving all camps within their jurisdiction. Inherent in such responsibility is the fixing of geographical areas to prevent duplication while covering the total geographic area.

Q. In which body does the Gideon Constitution vest the management of the Association?

- A. The International Cabinet as per Article 4 of the Constitution, which states in part: “The management of The Gideons International shall be vested in a governing body to be known as the International Cabinet.” The members of the Cabinet are elected at the annual International Convention.

Q. What are the standing committees of the International Association?

- A. The International Association’s standing committees as provided for in the Bylaws, Article 8, Section 1 are: (1) Executive Committee, (2) Membership Committee, (3) Finance Committee, (4) International Outreach Committee, and (5) Auxiliary Advisory Committee.

Q. What other international committees are normally appointed by the president with the approval of the Cabinet?

- A. Constitution and Bylaws Committee and Convention Program Committee, among others.

Q. Is a nominating committee used in The Gideons International?

- A. No. At every level, camp, state, national and international, a nominating committee is not to be used in electing officers.

PRAYER MEETINGS

Q. Is a Gideon prayer meeting the proper time for a verse-by-verse study of the Bible or an extended discussion of the meaning of the Scriptures read?

- A. No. A Gideon prayer meeting should consist of Scripture read-

ing (not study or doctrinal discussion) and prayer. Gideons come from many denominational and doctrinal backgrounds, and thus, prayer meetings should be confined to reading the Word and prayer.

PUBLICITY AND PROMOTION

Q. Is it a good idea to seek or accept radio and/or television time in connection with a Gideon rally or state convention?

- A. No. The long-standing policy of the Association is that as Gideons we do not seek publicity in relation to a Gideon rally, distribution or state convention. The effectiveness of the ministry of The Gideons International is in no way dependent upon publicity. Many cases could be cited of instances whereby areas of Scripture distribution have been closed to The Gideons International because of indiscriminate publicity efforts. The recognized and approved method for getting the Gideon message across to Christians is through the presentation of the Gideon message to church congregations by Gideons themselves.

Regularly sponsored radio programs, television programs, or newspaper advertising should not be entered into, even if the time or space is offered free of charge.

Q. Can a camp have brochures or other items printed to be distributed to local pastors, the Christian public, or Gideons themselves?

- A. No. Brochures, tracts, folders or other books are not to be published in the name of The Gideons International and/or using the Gideon emblem, except those authorized by the International Cabinet or a committee appointed by the Cabinet. This policy also applies to manufactured products including novelty items such as jewelry, pen sets, wearing apparel, etc. This, of course, does not apply to the publication of a state or local Gideon paper or newsletter for circulation among Gideons.

Q. Should Gideons and/or camps be identified in supporting various social, political, governmental, etc. causes at the local, state or national levels?

- A. No. Each Gideon has a right to his personal views on such subjects as political candidates and issues, social assistance programs, etc. However, in espousing any such causes, there is a long-standing policy that he must not identify himself as a Gideon. Also Gideons

must not write letters, emails or posts on social media sites in support or protest, identifying themselves as Gideons, or in the name of a Gideon camp, state or national association, to any such individuals or organizations.

SCRIPTURE DISTRIBUTION

Q. Should Medical Testaments be given to patients in hospitals?

A. No. The Medical Testament should be distributed by the Auxiliary to all approved medical and supportive personnel only. The Hospital Testament is specifically designed for placement beside the bed of each patient.

Q. May Bibles and New Testaments paid for with Scripture funds be used as samples by Gideon church speakers?

A. No. Scriptures used by church speakers are to be paid for by the individual Gideon. Otherwise, thousands of dollars would be tied up in Scriptures which should be placed and distributed.

Q. Is it true that it is not correct for a USA camp to print or stamp its name or other information in Bibles or Testaments placed?

A. Yes. Bibles and New Testaments distributed by The Gideons International come with extraneous material which has been approved by the International Cabinet after careful and prayerful consideration as to what should be included. The camp should have a listing in the telephone directory to allow people to contact them.

Q. Should there be an annual survey of Scripture needs?

A. Yes. The camp survey is the only practical way of keeping pace with the replacement needs and new opportunities for placing and distributing Bibles and New Testaments.

Q. Are there special New Testaments available for presentation to pastors?

A. Yes. The Personal Size New Testament, available in either KJV (6330i, 6331i, 6332i) or ESV (6335i, 6336i, 6337i) is available.

Q. Is it permissible to give Facilities Testaments to a prison chaplain for distribution to prisoners?

A. Yes. Although Facilities Testaments are distributed primarily by Gideons to prisoners on a mass basis, they may be furnished to and distributed by jail/prison chaplains as a secondary measure if

the facility is closed to The Gideons.

Q. Must Gideons personally place Bibles in cells of penal institutions?

- A. No. In many cases this would be impossible. In penal institutions, restrictions often prohibit Gideons making actual placement in the cells. In these areas the Bibles should be presented to the prison chaplain. A follow-up should be made in a week or two to be certain the Bibles have been properly placed.

Q. Is any plan other than the five-point Youth Testament policy authorized to reach school children with the Word of God?

- A. Yes. The International Cabinet has approved the Sidewalk Youth Testament distribution as a supplement to the regular Youth Testament distribution on the school property. Also, when the school doors are closed and there is no possibility of conducting sidewalk distributions, the International Cabinet has approved the distribution of Orange Youth Testaments at county and municipal fairs and to seniors at graduation or baccalaureate services, but not both. Refer to the *Scripture Distribution Program Manual* (Item 115) for specific details.

Q. May the cost of Hospital Testaments that are to be placed in military/veterans hospitals be charged to the USA Outreach Fund?

- A. Yes. It is permissible to charge the cost of Hospital Testaments that are to be placed in military or veterans hospitals to the Service Testament Fund. In addition, Bibles and Medical Testaments distributed in military or veterans hospitals may be charged to the USA Outreach Fund.

Q. Can Hospital Testaments be placed in clinics where beds are available for the patients?

- A. Yes; further, if beds are not available a Bible may be placed in the lobby of the clinic.

Q. Is it permissible to present Youth Testaments to students who meet in school buses or churches for released time religious training?

- A. No. This is not permissible in view of the fact that distribution of Youth Testaments must be in the school building or on school property with full approval of school authorities, and a bus or church is not a school building. Also, released time religious activity is always carried on in connection with some other Christian or

religious group, and to participate in that would violate our long-standing non-affiliation policy.

Q. Is it permissible to present Youth Testaments to Vacation Bible School students who meet in churches, or in private or public facilities, during the summer?

A. No. Although Gideons place Youth Testaments in church-operated private schools during the school year, Vacation Bible Schools are not public or private educational institutions.

Q. We would like to make a trip across several states. We plan to load the trunk of our car with Bibles and make placements in the motels along the highway in these other states. Is this procedure correct?

A. No. Except for Personal Workers Testaments, a Gideon does not distribute Scriptures outside the territorial limits of his own camp without the express permission of the other camps and states involved. Otherwise, this would inevitably lead to confusion.

Q. Do we place the Hospital Testament in all types of hospitals, mental hospitals included?

A. Yes. The Hospital Testament is designed for the bedside use of patients. No restriction is made regarding the type of hospital.

Q. What are the areas of Scripture distribution for our Association?

A. The complete list of approved areas of Gideon and Auxiliary Scripture placement and distribution is found on Guidelines for Gideon Scripture Distribution (Item 114), which is available on *theConnection*.

Q. What is the five-point Youth Testament Distribution Policy?

A. The five-point Youth Testament Distribution Policy provides a systematic analysis of how Youth Testaments may be distributed on school property, as follows:

1. School doors open—continue distribution
2. School doors closed—withdraw and pray; consider Supplemental Sidewalk Youth Testament Distribution.
3. Distribution to be only by members themselves in school buildings with approval of appropriate school authorities.
4. No association with any other organization in distribution, such as linking with “released time” religious activities, etc.

5. No usual dedication (no prayer and Scripture reading in school building)

Q. What is the difference between the regular Youth Testament distribution and the supplemental sidewalk Youth Testament distribution?

- A. Regular Youth Testaments (Red—#4060, #4061, #4062, #4063 or #4360, #4361, #4362, #4363) are distributed (only by members) to boys and girls in the fifth grade through senior high school in school buildings or on school property, during school hours, with full approval of school authorities. The supplemental Youth Testament distribution is known as the sidewalk Youth Testament distribution and these Testaments (Orange - #4065, #4066, #4067, #4068 or #4365, #4366, #4367, #4368) are distributed only by members on public sidewalks adjacent to, but not on the property of, public schools.

Q. How are “Red” Youth Testaments distributed?

- A. On school property, during school hours, with full approval of school authorities and only to students grade 5 and above.

Q. How are “Orange” Youth Testaments distributed?

- A. Orange (sidewalk) Youth Testaments may be distributed on the public sidewalks adjacent to, but not on the property of, public schools. Orange Testaments are distributed at county and municipal fairs in areas where it is not possible to conduct either a regular or sidewalk Youth Testament distribution.

Q. May New Testaments be distributed to enrollees in the Job Corps?

- A. Yes. Job Corps Centers are included as post-secondary schools.

Q. Can Hospital Testaments be left with hospital chaplains to be distributed?

- A. Yes. If Scripture distribution at a hospital is closed to Gideons, then Hospital Testaments may be left with the chaplain with the clear understanding that they are to be placed at once, not stored awaiting requests from patients. There should always be follow-up within a week or two. Hospital Testaments should never be left at nurses' stations.

Q. There are many truck stops on the highways with rooms or bunks provided for the truck drivers. Would such areas be subject to placement of the Bible?

- A. Yes. Overnight accommodations facilities are approved for Scripture placement.

Q. May printed stickers be placed inside of Bibles placed by The Gideons mentioning that these Bibles are being placed in memory of an individual?

- A. No. Nothing should be added to or deleted from the Bibles and New Testaments that are placed by Gideons. No Scriptures should be marked by stickers, rubber stamps or any other method of marking with the single exception that a GideonCard Presentation Label (Item 823) may be affixed inside the front cover of the Hotel Bible with the proper information typed on it and presented to the next of kin when the GideonCard Bible Program is used in connection with a funeral.

SCRIPTURE FUNDS

Q. What are the present allocations of funds supplied through USA church offerings and the GideonCard Bible Program?

- A. 35% Camp Scripture Fund
50% International Outreach Fund
4% Emergency Scripture Fund
7% USA Outreach Fund
4% Scripture Distribution Fund

Q. Is there any allocation taken out of church or GideonCard donations for administration?

- A. The 4% allocation to the Scripture Distribution Fund covers ancillary expenses to get Scriptures from the printer into the hands of Gideons for distribution. Such expenses may include freight, customs duty, order processing, and storage costs. Therefore, it is improper to say that 100% of church and GideonCard donations are used to purchase Scriptures. A more accurate statement is that such donations are used to purchase and distribute Scriptures.

The General Fund, from which administrative expenses are paid, is derived from undesignated gifts (Bylaws Article 7, Section 1), membership dues and other income. Excess amounts in the General Fund are routinely transferred into the Scripture Fund by the Finance Committee, but amounts in the Scripture Fund are never transferred to the General Fund.

Q. Who first proposed that churches provide funds for The Gideons to place Scriptures?

- A. Dr. E. R. Burkhalter, pastor of First Presbyterian Church, Cedar Rapids, Iowa, attending a 1908 meeting of the Ministerial Union at which a Gideon addressed the ministers on the work of the Association, moved that "...Gideon Bibles be placed in all local hotels and that the Union be responsible for the funds." Thus, the church took an initial stand to give financial support to the Bible placement program.

Q. Are any plans or methods of raising Scripture Funds approved other than through church services?

- A. Yes. There are three methods of obtaining Scripture Funds: (1) individual donations, (2) offerings at church presentations, and (3) the GideonCard Bible Program.

SCRIPTURE VERSIONS

Q. Pastors sometimes ask why Gideons are still distributing the 400-year-old King James Version of the Scriptures. What answer should I give them?

- A. The King James Version continues to be the preference of many people. We also offer the English Standard Version.

Q. Why doesn't the Association distribute Scriptures in several of the modern English versions?

- A. First, there are so many modern English versions that it would not be practical to attempt producing a wide variety. Second, some modern English versions are actually paraphrases rather than translations. The International Cabinet has selected the English Standard Version (ESV), which is widely regarded as textually accurate and meets the Gideon policy on Scripture versions. The translators believe in verbal, plenary inspiration of the Bible. The name of any copyrighted version should not be mentioned unless the recipient specifically asks.

THE CONNECTION

Q. Where can I find my Monthly Camp Report?

A. To find your Camp Reports:

- Select Resources > Resource Center.
- Under the Camp Information heading, select the Camp Reports link.
- The Camp Reports page opens so you can select the latest month/yyyy (link) to open the document. Your Monthly Camp Report should open so you can view or print it.
- Select the printer icon in the upper left corner of the screen to print the report. If you do not see a printer icon, point your cursor to the background of the document, right-click your mouse and select Print and OK.
- If your report does not open, see the pop-up blocker section of the FAQs.
- Month-to-Date information can be found on the Camp Activities > Camp Dashboard.

Q. Why do I receive the message that this site is not a Trusted Site?

A. In Internet Explorer, there are sites that the browser does not specifically recognize as trusted. International Headquarters currently hosts the Association servers in a secured room, and we encrypt all financial transactions to restrict access to credit card information. To further ensure security, we do not store credit card numbers once a transaction is complete.

You can add sites to your trusted zone in Internet Explorer. If you feel that you can trust our Internet ministry facilities and would like to trust our site, it is easy to do:

- Check “Tools > Internet Options.” Select the Security tab.
- Select the green check mark “Trusted sites.”
- Select the Sites button on the right side of this page.
- In the box “Add this website to the zone” add <https://www.gideons.org>.
- Select Add again. Then add:

<https://theconnection.gideons.org>. You may need to remove a check mark in front of “Require server verification (https) for all sites in this zone.”

You should not get those messages after you make this change. This change only affects our site and does not open your computer up for attacks from other sites.

Q. What is the difference between the Message Board and the Resource Board?

- A. The Camp Message Board is used to type a message that will appear on the Camp Message Board, and the message can be emailed directly to all members without them needing to log in to our site to view the message. The Resource Board is used to post a document such as a Word or Excel document. The Resource Board email notification tells users that a document has been posted to the Resource Board. The file is not attached to the email notification. Members are still required to log into our site to view the document.

Q. Who can enter a Camp Election Report?

- A. Any of the five currently elected Gideon camp officers and the camp webmaster can post an online Camp Election Report.

Q. Who can enter Online Camp Scripture Fund Remittance (e503)?

- A. Any of the five elected camp officers and GideonCard Chairman can post an online remittance (e503).

Q. Who can edit or update another member’s profile?

- A. A camp member can edit his or her profile or spouse’s profile. The five elected camp officers and camp webmaster can edit other members’ profiles.

Q. How do I view other camps?

- A. Select state and national officers can view other camps within their state or country. Those officers can view other camps’ information by selecting any of the Camp Activity pages. Use the Other Camps Navigation menus to select the other camp name and the proper ministry link to view their information. Select GO.

Q. Why can't I see other camps' information outside my state?

- A. At this point, you cannot view other states' camp information on *theConnection*. However, if there is a specific need for a particular camp's information, you may want to contact our Membership Services Department at 615-564-5040.

Q. How do I post an Auxiliary Scripture distribution? Gideon distributions?

- A. Gideons will use "Camp Activities > Scripture Distribution" menu. Select the "View Placement Locations" link in the upper left. Auxiliary Scripture Distributions can be entered here or by going to the "Camp Activities > Auxiliary" menu.

After selecting "View Placement Locations," the "Placement Institutions" page opens. You can choose to filter by Member Type (All, Auxiliary Only, Gideons Only). The "Placement Institution" page shows the facility Name, Institution Type, Member Type, City, and date of Last Activity. To view facility (or placement) details, select the facility name (shown as a blue link). This will open the "Placement Details" page. To edit any of the institution details, select the Edit menu. Make your changes, and then select Save to keep your information.

To edit contact information, click on the links located in the left menu. Detail will then appear. To the right of the information, select Edit to make changes and Save to update.

To enter distribution information, select Placement Date. The "Placement Date Details" page will open. Complete your information in the text boxes, and then select Save to complete the distribution. The Status can show Pending, Complete, Incomplete or Canceled.

You can always change or update that Status. Select the placement date and then choose Edit to make your changes. Always select Save to update your information. This should also update any reports that you need to run.

Q. How do I add dates of church presentations?

- A. Go to "Camp Activities > Church Ministry" and select "View Churches." The "View Churches" page provides a list of all Churches and Presentation Dates. Choose the Church Name, this will open the "Church Details" Page. Select the Service Times link

in the left menu to add the Church Service Times before you try to add a church presentation date.

Select the “Add Service Time” button. The “Add Church Service Time” section will open. Use the drop down menu to select the various options of Service Type, Service Day, Service Time and Attire Type. Click the Save button to complete adding the Church Service Time.

Next select the Presentations link in the left menu. To add a church presentation, click the “Add Presentation” button located toward the middle of the screen. The “Church Presentations Detail” section will now open.

Several pieces of information can be added for your church date of presentation including: date, status of the presentation, speaking time, church speaker, prayer partner, offering amount and more. Use the drop down menu to select names for these fields: Contact Made By, Speaker, Prayer Partner and Speaker Should Contact. If the member is outside your camp, use the Find option. Type the participant’s Member Number or first and last name, then select Find. This will search our database information for that person. From the search list, select the Select option. Be sure to select the Save button to save this information.

When the presentation is complete you can return to the presentation by selecting the Edit option to the right of the presentation date. Again, select Save to update your information.

To delete a church presentation, go to the “Church Detail” page and select the Presentations link. To the right of the presentation date, select Delete. This message will appear: “Are you sure you want to delete this Church Presentation?” Select either OK or Cancel.

Q. How do I print a Church Presentation Envelope (Item 205)?

- A. Go to “Camp Activities > Church Ministry” and select “View Churches.” The “View Churches” page provides a list of all churches. Select the name of the church. On the “Church Detail” page, click the “Presentations” link in the left menu. When the presentation dates appear, select “View” to the right of the presentation date. On the “View Church Presentation” page, select “Print Presentation Envelope.” You may be asked “Do you want to open or save Church Presentation Report.pdf from www.gideons.org?” Select “Open.” To print the document, select the small printer icon in

the upper left corner of the document. If you do not see a printer icon, point your cursor to the background of the document, right-click your mouse and select Print and OK.

Q. What is the difference in site administrator and content contributor?

- A. Content contributors can add/edit most listings in *theConnection*, such as church, placement, GideonCard listings, etc. They cannot edit membership profiles. Site administrators can add/edit all listings on *theConnection*, such as church, placement, and GideonCard listings. They can also edit membership profiles and have the same access as webmasters.

TRAINING

Q. Is there some way to encourage Gideons to read and use the Guide Book?

- A. Yes. One of the best ways to encourage use of the Guide Book is to acquaint members with its contents. This could be done in a systematic way by considering a portion of the Guide Book at the monthly camp meeting. The Human Resources Division supports other headquarters departments and divisions in matters related to personnel. The senior director, Human Resources, is supported by specialists in all areas of human resource.

INDEX

A

Affiliation Policy 98, 129, 197
IOM 94
Allocation of Contributions 151, 213,
228
Annual Membership Dinners 174
Annuity, Charitable Gift 157
Apps
TGI-Church 167
TGI-Member 167
Attire 140, 202
Auxiliary Governance 207
Auxiliary Programs 103
Awards, Presentation of 144, 219

B

Blogs 135
Business Use of Gideon Information 136

C

Cabinet
Camp 59
International 11, 222
Meetings 57
Camp
Boundaries 222
Organization of 208
Camp Development Plans 174
Causes, Social and Political 138, 223
Change of Address 67
Charitable Remainder Trust 157
Charts
Auxiliary Cabinet Management Chart
106
Auxiliary Officer Management Chart
107
Cabinet Governance Chart 47
Cabinet Management Chart 68, 75

IOC Organization Chart

2-29 Camps 79
30-59 Camps 80
60-99 Camps 81
100-149 Camps 82
150+ Camps 83

IOM Timeline 79

National Association Officer Manage-
ment 74

National Associations Governance
(997NA) 72

National Associations Governance
(997NA2) 73

Officer Management Chart 69, 75

Operational Management Chart 105

State Association Management 71

Churches, Non-Qualified 130, 188

Church Ministry 176

Church Presentations 177, 193

Broadcast 209

Denominational Conventions 209

GideonCard 215

Ministerial Associations 209

Offering 208, 209

Posting on *theConnection* 232

Scriptural Authority 209

Securing of 208

Seminaries 209

Video 208

Church Relations 178

Speaker Development 176

Clergyman

Definition of 115

Committees

Executive 222

Finance 149

International Outreach 75

Membership 218, 220

Other 222

Standing 222

Constitution 11

Amendments 11

Bylaws 13

Contributions. *See* Allocation of Contributions

Core Values 1

D

Death

Notification of. *See* Notification of Death

Discipline 119

Scripture Reference 127

Summary 126

Donor-Advised Fund 158

Donor Inquiries 214

Dues 117

E

Elections

Camp 59

Sequence 221

Email 134

Emblem 131, 132, 216

Use of 98, 132

Estate and Trust Giving 139, 156, 211

Executive Committee. *See* Committees

F

Facebook 135

Finance Committee. *See* Committees

Financial Statement 212

Fiscal Year 151

Friends of Gideons 146

Faith Offering 148

Financial Partner 147

Hope Offering 148

Love Offering 148

Prayer Partners 147

Funds

Administrative Fund 155

Auxiliary 207

Camp Scripture Fund 151

Emergency Scripture Fund 151, 181

Faith Fund 152

International Outreach Fund 152

Raising 139, 229

Remittance 212, 214, 231

Scripture Distribution Fund 152

Transfers 155

USA Outreach Fund 152

G

GideonCard 179

Birthday for Jesus 179

Funeral Directors 213, 214

Pastors 215

Gift of Securities. *See* Securities, Gift of

Gifts, Recurring 211

H

Headquarters. *See* International Headquarters

History 3, 215, 229

General 4

International Headquarters 160

I

Individual Enlistment 175

International Headquarters

Auxiliary 165

Building Services 165

Conferences/Conventions 164

Development Division 163

Finance Division 163

Function of 161

Human Resources Department 163,
234

Information Technology Division 163
 International Division 164
 Marketing & Communications Division 163
 Membership Services 165
 National Associations 164
 Organization of 162
 Program Advancement 163
 Scripture Publishing and Procurement 164
 Strategic Initiatives Division 163
 USA Division 164
 International Outreach Committee.
 See Committees
 International Outreach Ministry
 Auxiliary 97
 Distribution Figures 216
 Field Representative 77
 Funding 89, 216
 Geographic Regions 76
 Isolated Areas 95
 Languages 90
 Membership Qualifications 219
 Membership Transfers 96
 National Director 77
 National Field Coordinator 77
 Organization of New Camps 75, 94, 217
 Regional Director 78
 Regions 76
 Repository of Funds 153
 Scripture Distribution 217
 Visiting Gideons 98, 138, 217
 Zone Coordinator 77
 International Scripture Blitzes 97
 Internet 134

J

Jails/Prisons Ministry. *See* Services, Jails & Missions

L

Life Book, The
 Definition of 109
 Role of Gideons 109
 Script 110
 Saturation 109
 Website 110
 Life Insurance Beneficiary 158
 Logo 133

M

Management Team, Camp 59
 Manuals 144, 173
 Map
 USA Zones 70
 Meetings
 Camp and Cabinet Meetings 6, 63, 64
 International Cabinet 56
 International Convention 144
 Prayer Meeting, Weekly 6, 65, 223
 Agenda 66
 Scripture Version 213
 Membership
 Applying for 115
 Auxiliary 207
 Church Membership 189
 Definition of 196
 Men's Ministry 187, 191
 Occupational Guidelines 193, 203
 Program 174
 Qualifications 11, 112, 117, 219
 Endless Lake of Fire 195
 Ineligible Groups 111
 Recruiting. *See* Annual Membership
 Dinners; *See also* Camp Development Plans; *See also* Individual Enlistment
 Retention 175
 Membership Committee. *See* Commit-

tees
Merchandise Ordering 170
Music, Use of 140, 213

N

Name, Official 11
National Associations 52
 Definition of 220
 Listing 52
 Qualified 53, 54, 221
 Supported 54
Non-Cash Gift 158
Notification of Death 66

O

Oath-bound society 204
Object 11, 221
Officers
 Camp 215
 Installation of 61
 International
 Duties of 41

P

Parliamentary Procedure 144
Personal Witnessing
 Personal Witnessing Tool Kit 9
 Personal Workers Testaments 9
 Share Jesus Without Fear 9
Prayer
 Daily Hour of Power 6
 International Day of Prayer 6
 Online Prayer Needs 7
Prayer & Personal Witnessing 185
Promotional Items 223
Publicity 136, 210, 223

R

Records Management 130

Regions. *See* International Outreach
 Ministry

Retirement Account, Gift of 211
Retirement Plan Beneficiary 158

S

Salesman
 Definition of 116
Scripture Distribution 180, 192, 198,
 201
 At Churches 200, 226
 Camp Information 224, 228
 Conduct 180
 Disaster & Tragedy 182
 Facilities Testaments 224
 Hospital Testaments 225, 226, 227
 Hotels 226
 Medical Testaments 224
 Posting on *theConnection* 232
 Prisons 225
 Samples 224
 Schools 225, 226
 Service Testaments 225
 Sidewalk 225, 226, 227
 Survey 224
 Truck Stops 228
Scripture Ordering 168, 207
Scripture Remittance Forms 153
Scripture Versions 129
 IOM 96
 King James Version 229
 Modern English version 229
Secret society 204
Securities, Gift of 211
Services, Jails & Missions 66
Sexuality 138, 195
Social Media 133
Spiritual Objectives 5
State Associations

United States 48
Convention 49, 210
Funding 48
Promotional Budget 49

T

Tax Exempt Status 149, 210

Apps

Apps 167

theConnection See Website

Topics of Discussion 137, 213

TorchBearer 158, 210

Tracts

Tract Distribution 9

Trustees

International Cabinet, Function 41

National Associations, Duties of 44

National Associations, Selection of 56

USA Zone, Duties of 43

Trusts. See Estate and Trust Giving

V

Videos 135

W

Website 165

Gideons.org 165

theConnection 230



The Gideons
International

P.O. Box 140800
Nashville, Tennessee
37214-0800

www.gideons.org
615.564.5000