

**CONSTITUTION AND BYLAWS  
AINSWORTH UNITED CHURCH OF CHRIST  
Portland, OR**

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## **ARTICLE I - NAME**

The name of this corporation is Ainsworth United Church of Christ, of Portland, Oregon.

## **ARTICLE II - MISSION STATEMENT AND COMMITMENT TO JUSTICE**

### **Mission Statement:**

Rooted in God's love, following Jesus, focused on justice – we are a multi-ethnic, inclusive faith community.

### **Commitment to Justice:**

In carrying out the teachings of Jesus, Ainsworth United Church of Christ directly undertakes justice in the life and work of its Congregation to contribute to social, economic, environmental and political change so that the fullness of life is extended to all persons and creation, as Jesus intended.

## **ARTICLE III - COVENANT**

We covenant with God and with one another, and commit ourselves in the presence of God, to journey together in all God's ways, according to how God reveals God's self unto us in Scriptures and as the Still Speaking God.

Our mutual Christian concern, dedication, and responsibility for one another creates a bond which is not one of rules and regulation, but instead a bond that is discerned within community.

This church acknowledges that we are called by God to be a multi-racial, inclusive, open and affirming faith community seeking to live out the justice of God as revealed by Jesus of Nazareth.

This church is committed to discerning and honoring the diverse gifts of each member, knowing that we are one body in Christ.

Members will honor this church in conduct and in life; share in the life and work of the church; contribute to its support and mission; labor and pray for its unity, faithfulness and growth; and journey with its members in love, fellowship, and mutual helpfulness in the spirit of Jesus.

We will live out our covenantal rights and responsibilities with the Central Pacific Conference of the United Church of Christ, the United Church of Christ and its ministries, and the Church Universal.

## **ARTICLE IV - GOVERNANCE**

### **Section 1: Authority**

1. The government of this church is vested in the members who, as a Congregation, exercise the right of control in all affairs. This Congregation is an autonomous body and is subject to no other authority, and is committed to and participates in a historical covenant with the United Church of Christ and the Central Pacific Conference of the United Church of Christ.
2. Between meetings of the congregation, the Congregation delegates governing authority to the Church Council in all matters except:
  - a. election of a Pastoral Search Committee;
  - b. election of Church Council members and Officers;
  - c. election of Nominating Committee;
  - d. election of Pastoral Relations Committee;
  - e. adoption of an annual budget;
  - f. authority to make non-budgeted expenditures greater than \$20,000;
  - g. authority to purchase, sell, trade, convey, mortgage, encumber, and lease real property;
  - h. authority to elect or dismiss a called member of the ministerial staff;
  - i. authority to merge or affiliate with another church or denomination;
  - j. authority to adopt or amend the church's bylaws;
  - k. authority to dissolve the church.

### **Section 2: Central Pacific Conference**

This church is part of the Central Pacific Conference as described in the Constitution and Bylaws of the Conference.

### **Section 3: United Church of Christ**

This church shall be a part of the United Church of Christ as described in Article V of the Constitution of the United Church of Christ, and is committed to Our Church's Wider Mission and the priorities set by the General Synod of the United Church of Christ.

## **ARTICLE V - MEETINGS OF THE CONGREGATION**

### **Section 1. Meeting Dates**

1. The Congregation shall meet quarterly in January, April, July, and October to review the work of the church and other business as may come before the Congregation.
  - a. The January meeting shall vote on the annual church budget.

- b. The July meeting shall be the Annual Meeting to fill elective positions, with terms beginning September 1st.

## **Section 2. Special Meetings**

Special meetings of the Congregation will be called in response to the written petition of any ten (10) members of the Congregation, or at the call of the Moderator, Pastor, or Council.

## **Section 3. Notice of Meetings**

Prior to a meeting of the congregation, the meeting will be announced in multiple ways, such as the newsletter, bulletin, email and/or posted on the website. Notification must be given not less than 14 days prior to the meeting date.

## **Section 4. Meeting Structure**

1. The latest edition of *Robert's Rules Newly Revised* shall be the parliamentary guide at all meetings unless otherwise specified at the beginning of the meeting.
2. The Moderator or the Moderator-Elect shall preside at all meetings. In the case of their absence, another Officer shall preside.
3. Minutes of all meetings will reflect attendance, issues/data discussed, identification of action items, if any, who is responsible, and date action is settled.

## **Section 5. Quorum**

1. Virtual voting which allows for participation in the congregational meetings will be accepted.
2. The quorum for any congregational meeting will consist of twenty percent (20%) of the church membership. Standard propositions shall be decided and all elected positions filled by a simple majority vote.
3. Exceptions to the standard voting rules include meetings regarding the following matters in which 50% attendance of church membership is required:
  - a. to purchase, sell, trade, convey, mortgage, encumber, and lease real property;
  - b. to elect or dismiss a called member of the ministerial staff;
  - c. to merge or affiliate with another church or denomination;
  - d. to adopt or amend the church's bylaws;
  - e. to dissolve the church.

In these instances, all resolutions shall require a two-thirds vote of those gathered. These actions shall require a 30 day advance written notice which includes a copy of the proposed action.

## **ARTICLE VI - MEMBERSHIP**

### **Section 1. Meaning of Membership:**

1. Ainsworth United Church of Christ views membership as a reflection of our multicultural Christian community; a scriptural expression of covenanted connectedness to each other.
2. When people become members of this church, they also become members of the United Church of Christ and of the Church Universal.
3. We welcome into our congregation and worship all gender identities, sexual orientations, ages, races, ethnic backgrounds, economic and immigration statuses, personal abilities, and other identities to become spiritually mature in Christ, and hold each other in responsibility, encouragement, and love.

### **Section 2. Membership Eligibility:**

1. Membership in this church is available to anyone expressing the desire to join the congregation by:
  - a. confessing their Christian faith and receiving the sacrament of Christian Baptism, or
  - b. reaffirming their Christian faith, or
  - c. confirmation (which includes a confession of faith), or
  - d. acquiring a letter of transfer from another church.
2. Affiliated membership may be granted to any person, upon request, who wishes to maintain their home church membership. Affiliated members enjoy the full rights and responsibilities of regular members.
3. Membership preparation, including an overview of the history and current expressions of the United Church of Christ, will be made available to any person desiring to become a member of this church.

### **Section 3. Membership Responsibilities:**

1. Members will offer themselves to one another to be encouraged, accountable, and served. In the spirit of, "I am here to stay. I want to help you grow in godliness. Will you help me to do the same?"
2. We express our commitment through:
  - a. Attendance,

- i. at worship, and
  - ii. at congregational meetings.
- b. Financial giving;
- c. Voting;
- d. Prayer;
- e. Service (sharing of time & talents)
  - i. in the life and work of our church, and
  - ii. in our broader communities.

#### **Section 4. Transferring or Terminating Membership:**

1. Upon or after leaving this Congregation, a member may request that a letter of transfer be sent to the church of the member's choosing.
2. A member may request to be removed from the membership rolls at any time by informing the Pastor in writing.
3. Members can request or can be placed on inactive status after one year (12 consecutive months) of inactivity, in accordance with Section 3, item 2.
  - a. Reasonable efforts will be made by the church to ensure member's covenant of membership. Therefore, a letter asking if the member is able to fulfill their covenant will be sent by the church office or clerk.
  - b. If there is no response after 30 days, the Church Council will move the member to inactive status.
  - c. Inactive members are ineligible to vote until they are reinstated on the membership roll.
4. A member will be removed from the membership roll upon their request or after seven (7) years of inactive status.
5. A member may be removed from membership by the Congregation in accordance with the terms of Section 5: Code of Conduct following.
6. Any person whose membership status has been changed to inactive or who has been removed from the membership rolls may request to be restored to regular membership by informing the Pastor in writing.

#### **Section 5: Code of Conduct**

1. Members are expected to honor the Congregation's covenant of community and sanctuary (Article III). All members will be respectful, cooperative, act with courtesy and in a manner that reflects concern for the well-being of others. Therefore, behavior that continually disrupts or undermines a Christian code of conduct, violates the church's Policy of Ministerial Conduct, and the Congregation's culture of being an open, loving, and welcoming church, will be grounds for termination.

2. In accordance with the member's behavior, the Church Council and/or Pastor(s) will provide the member feedback and opportunity to change offensive or inappropriate conduct.
3. If offensive behavior persists, the Church Council will report it, along with recommendations, which can include suspension or termination, at the next congregational meeting for action.
  - a. The Congregation, as the sole judge of the qualifications of its own members, can decide if a member is in violation of their covenant of membership.
  - b. A two-thirds vote of those present at the congregational meeting will be necessary for action.
4. A person whose membership was terminated due to conduct must be absent for at least one (1) year. If they wish to rejoin the congregation they must meet with the Pastor and go through a process of membership preparation.

## **ARTICLE VII - PASTOR**

### **Section 1. Call**

1. The Pastor will be called for an indefinite term by a two-thirds vote of the voting members present at a congregational meeting or as otherwise stated in the letter of call. The Pastor shall be responsible for the spiritual welfare of the church, with specific responsibilities as outlined in their call agreement and position description.
2. The Pastor is expected to give ninety days resignation notice to the Congregation.
3. The Pastor's resignation can be mandated by a two-thirds vote at a meeting of the congregation.
4. If the Pastor's standing with the United Church of Christ is withdrawn following ministerial review due to a breach of the code of ethics, the Pastor's call will terminate immediately.
5. The Pastor shall join with the Congregation in its faith as stated in the United Church of Christ Statement of Faith.
6. The Congregation, at its discretion, may call additional Pastoral or Ministerial staff, in which case all aforementioned bylaws in this Section shall apply to those called Ministers.

## **Section 2. Leadership and Service**

1. The Pastor shall be a healing and prophetic presence in:
  - a. the Congregation by bringing to its membership an awareness of the local church as part of the Conference and the United Church of Christ;
  - b. the greater Portland Community by bringing to it an awareness of justice, forgiveness and reconciliation;
  - c. the United Church of Christ, at both conference and national levels, maintaining the voice of the Congregation in the affairs of the denomination and keeping the congregation informed of denominational activity.
  
2. The Pastor shall provide the Congregation ministry by:
  - a. helping it grow in faith and in membership;
  - b. leading it in spiritual exploration, development and expression;
  - c. challenging it to reach out to the local community and the world offering the good news of reconciliation and healing;
  - d. fostering the health and vitality of the Congregation with attention to pastoral care needs;
  - e. serving as resource person for Christian education for all ages;
  - f. raising the Congregation's awareness of, and increased commitment to stewardship of our resources;
  - g. joining with the Congregation in fellowship;
  - h. maintaining office hours to facilitate the work of the church in its variety of ministries;
  - i. performing the ceremonies and sacraments of the church (i.e., preaching, weddings, funerals, baptisms, communion, etc.);
  - j. being a resource to the Congregation, the Council and all Ministry Teams;
  - k. being the chief of staff and supervisor of all Ministers, staff, administrative business and financial activity of the church;
  - l. being an ex-officio member of the Church Council, all committees and Ministry Teams.

An ex-officio member has voice without a vote. All subsequent references to ex-officio will be considered as voice without a vote, unless otherwise noted.

## **ARTICLE VIII - COMMITTEES**

### **Section 1. Nominating Committee:**

1. The Nominating Committee shall have five (5) members elected by the Congregation. Through prayer, study, discussion and debate, it shall:

- a. be directly accountable to the Congregation;
- b. coordinate an annual time and talent survey of congregants to assist with Officer nominations, Church Council nominations, and candidates for Ministry Teams;
- c. prepare a slate of Church Council nominees that reflect the full diversity of our Congregation to be elected at the July congregational meeting;
- d. name its own chairperson(s);
- e. notify the Church Council of vacancies in elected positions and recommend candidates to the Council or Congregation for appointment to fill those vacancies;
- f. complete end-of-term interviews with Officers and Council members at the end of each term.

**Section 2. Pastoral Relations Committee:**

1. The Pastoral Relations Committee shall have three (3) members, one elected by the Congregation, and one appointed by each called Pastor or Ministerial staff. The Pastoral Relations Committee shall support the Pastor or Ministerial staff by:
  - a. serving as a confidential resource to the Pastoral or Ministerial staff;
  - b. providing alternative perspectives, encouragement, and insight;
  - c. providing consultation on sensitive & confidential issues, and
  - d. serving as liaison between the Congregation and Pastoral or Ministerial staff.

**Section 3. Selection**

1. Any active member of the Congregation shall be eligible to be elected to a Committee.
2. Committee terms shall be two-year terms, with a maximum of one consecutive term. Committee members' terms shall be staggered. Members must take one term off before being considered for election to the same Committee again.

**ARTICLE IX - OFFICERS**

**Section 1. Composition:**

The Officers of the church are the Moderator, Moderator-Elect, Clerk, and Treasurer.

**Section 2. Responsibilities:**

1. All Officers shall be authorized to execute any necessary legal documents as approved by the Congregation.

2. Each Officer will submit a written annual report for the January congregational meeting.
3. The Moderator shall:
  - a. facilitate the work of the Congregation, in consultation with the Moderator-Elect and the Pastor, through the most harmonious and collaborative route;
  - b. execute the orders of the Congregation;
  - c. collaborate with the Moderator-Elect, Pastor(s) and Council members, on matters concerning the Congregation or Council;
  - d. be familiar with church finances, bylaws, policies & procedures;
  - e. be an ex-officio member of the Council without a vote, unless a vote is necessary to break a tie;
  - f. preside at Council and congregational meetings;
  - g. provide notice of congregational meetings;
  - h. collaborate with and provide mentorship to the Moderator-Elect about the role and duties of the office of Moderator;
  - i. represent the interest of the Congregation in civic, denominational, and ecumenical matters, including serving as delegate to conference meetings;
  - j. be ex-officio member on all Committees and Ministry Teams.
4. The Moderator-Elect shall:
  - a. assist the Moderator to carry out the work of the Congregation;
  - b. collaborate with the Moderator to actively learn about the role and duties of the office of Moderator;
  - c. perform the duties of the Moderator in the absence or incapacity of the Moderator;
  - d. be familiar with church finances, bylaws, policies & procedures;
  - e. represent the interest of the Congregation in civic, denominational, and ecumenical matters, including serving as delegate to conference meetings;
  - f. assist the Moderator with matters in between Council or congregational meetings;
  - g. act as liaison between the Council and Personnel Ministry Team;
  - h. be ex-officio member on all Committees and Ministry Teams.
5. The Clerk shall:
  - a. coordinate and consult with the church office;
  - b. ensure a membership record is maintained, to include new members, baptisms, confirmations, deaths, and removals;
  - c. record accurate Council and Congregational minutes. In the Clerk's absence, an alternate recorder shall be appointed by the Moderator.
  - d. ensure a roll or count is recorded at congregational meetings;
  - e. coordinate, develop and submit the church's annual report;

- f. edit the bylaws with any amendments approved by the Congregation, and indicate the date of last review;
  - g. act as mentor and liaison between the Council and their appointed Ministry Team.
6. The Treasurer shall:
- a. coordinate and consult with the church office;
  - b. ensure financial resources of the church meet its needs;
  - c. monitor the collection and disbursement of funds;
  - d. advise on the financial implications of any new projects or spending;
  - e. ensure appropriate accounting procedures and controls are in place;
  - f. maintain an effective system of internal controls to guard against mischief, omission, or fraud;
  - g. submit a monthly, user friendly, report of financial status and operations to the Council;
  - h. submit a user-friendly financial report, to date, at congregational meetings;
  - i. collaborate with bookkeeper, cashiers, and all fundraising coordinators to ensure that the church's financial records are accurate;
  - j. maintain financial policy and procedures and obtain approval by Council of any changes;
  - k. act as mentor and liaison between the Council and the Finance Team;
  - l. provide financial reports to the Finance Ministry Team, as requested;
  - m. collaborate and chair the annual church budget process with the Finance Team and the Moderator or their designee. The Treasurer will present the proposed budget to the Council for preliminary approval. The proposed budget will go to the Congregation for approval.

### **Section 3. Selection:**

1. Any active member of the Congregation shall be eligible to be elected as an Officer.
2. The Nominating Committee will nominate candidates for the Officer positions. Members can also self-nominate or be nominated from the floor at a congregational meeting.
3. Nominations and election of Officers will be completed at the July congregational meeting.
  - a. The Moderator-Elect shall be elected annually. The Moderator-Elect shall succeed to the office of Moderator upon the annual completion of their one-year term.
  - b. The Clerk and Treasurer will serve two-year terms, staggered for continuity.
4. Officers serve a maximum of one term. Officers must take at least one term (2 years) off before being considered for election to the Church Council again.
  - a. All elected Officers will take office on September 1st.

## **ARTICLE X - CHURCH COUNCIL**

### **Section 1. Responsibilities**

1. The Church Council's role is to ensure administrative functions of the church, with a particular emphasis on maintaining the church's mission and core values, in accordance with the will of the Congregation, protect church unity, and act as liaisons for Ministry Teams.
2. For purposes of compliance with the Oregon Nonprofit Corporation Act (ORS 65.001), The Church Council shall be the Board of Directors of Ainsworth United Church of Christ, Portland, Oregon. Its Moderator, Moderator-Elect, Clerk, and Treasurer, respectively, shall be the president, vice president, secretary, and treasurer of the corporation.
3. The Church Council will meet at least monthly, or by the discretion of the Pastor, Moderator/Moderator-Elect, or any four (4) of its members. All meetings shall be open to all members of the church. Notice of Council meetings shall be given to the Congregation at least one week prior to the meeting by either electronic communication, bulletin or announcement, with the exception of special meetings of the Council.
  - a. Any regular or special meeting may be held via telephone, video teleconferencing or other electronic means, as long as all the Council members can hear or read each other's communications during the meeting or all communications during the meeting are immediately transmitted to each participating member, and each participating member is able to immediately send messages to all other participating members. All participating Council members shall be informed that an electronic meeting shall take place and troubleshoot audio/video problems before such a meeting.
4. All Officers, Ministry Teams, Council-appointed committees, and auxiliary organizations shall present their plans and programs to the Council for its information.
5. The Council may appoint special working groups, task forces or committees as may be necessary for the performance of Council responsibilities or to carry out the church's mission.
6. The Church Council will manage all affairs of the church on behalf of the Congregation, except in those matters reserved to the Congregation as noted in Article IV, Section 1.2. Such duties include, but are not limited to:

- a. buying, selling, mortgaging, leasing, transferring property, or borrowing money as directed by formal action of the Congregation;
  - b. developing the church budget and present it to the Congregation for funding and adoption;
  - c. appointing leadership and approving procedures for obtaining congregational support for the budget and other financial programs approved by the Congregation;
  - d. ensuring all activities between all committees, Ministry Teams, and working groups carry out the mission of the church;
  - e. directing and controlling the use of the budget in the management of the fiscal affairs of the church, including the prompt payment of salaries and other financial obligations;
  - f. establishing and overseeing secure procedures for the handling of monies, including the collection of all pledged and other contributions, the accurate crediting of payments, the depositing of all funds paid to the church, and the recording of all monetary transactions;
  - g. establishing and enforcing church policies and procedures for the prevention of financial loss or liability, which may include, but need not be limited to, issues of insurance, bonding, information security, and personnel background checks;
  - h. determining what action, if any, should be taken to ensure the accuracy of church financial records. A determination may be made at any time, but must be made at least annually. The Council may designate persons to perform any audits, reviews, or other actions the Council considers reasonable and may provide for the compensation of those persons;
  - i. serving as a forum for discussion of all matters pertaining to the well-being of the Congregation;
  - j. scheduling quarterly congregational meetings;
  - k. electing delegates to conference meetings as needed.
7. Council members can vote on an action by written communication. A written communication includes a communication that is transmitted or received by electronic means. Signing includes an electronic signature that is executed or adopted by a member with the intent to sign. The result of the vote will be added to the written minutes of the next regular meeting.

## **Section 2. Composition**

- 1. The Church Council shall be composed of fourteen members, to include the four (4) Officers, ten (10) at-large members, and the Pastor as an ex-officio member.
- 2. Eight (8) Council members shall constitute a quorum.
  - a. The Moderator will not vote, unless to break a tie (e.g. absence of a Council member).

## **Section 3. Selection**

1. All members of Ainsworth United Church of Christ are eligible to serve on the Church Council.
2. The Nominating Committee will nominate candidates for Council positions. Members can also self-nominate or be nominated from the floor at a congregational meeting.
3. Nominations and election of Council members will be completed at July congregational meeting.
4. Vacancies of elected positions that occur between annual meetings can be filled by appointment by the Council.
5. All at-large Council members will serve a one-year term, and may stand for election for a maximum of two consecutive terms. At the completion of their term, they may be eligible to be elected as an Officer.
  - a. All Council members will take office on September 1st.
6. Council members must take at least two terms (2 years) off before being considered for election to the Church Council again, unless they are elected as an Officer following their Council term. They may serve on a Ministry Team immediately following their Council term.
7. Any Council member may be removed at a congregational meeting, called for that purpose, by a majority vote of the church members in attendance.

#### **Section 4. Confidentiality**

In order to protect legal rights to confidentiality, any meeting of the Council or a committee dealing with an employment matter involving the Pastor or another employee of the church shall be an "Executive Session" with no one present other than elected members or persons with a need-to-know basis as determined by Council or committee.

### **ARTICLE XI - MINISTRY TEAMS**

#### **Section 1. Responsibilities**

1. There shall be seven (7) Ministry Teams to coordinate the work and mission of the church.
2. Ministry Teams are an integral part of the church and shall be accountable to the Congregation through the Church Council.

3. The Ministry Team commitment is for one year.
4. Ministry Teams shall have at least three (3) members.
5. Ministry Teams shall meet at least four (4) times a year to coordinate and evaluate the programs and ministries for which they are responsible.
6. Ministry Teams shall present their activities and needs to the Council for review and guidance.
7. All Ministry Teams shall prepare an annual report for the Congregation, and include the names of all members in their report.
8. Ministry Teams may reach decisions on plans, actions, and recommendations to the Council, as appropriate, using a group consensus approach, without the need for a specific quorum to be present.
9. All Ministry Teams shall collaborate with other Ministry Teams whenever necessary to fulfill common goals and objectives.
10. All Ministry Teams shall work to reflect the Congregation's mission statement, commitment to justice, and values.
11. Resignation from any Ministry Team or Committee shall be submitted to the Council through the liaison or chairperson of the appropriate Ministry Team or Committee.

## **Section 2. Selection**

1. Members and friends of this church may serve on Ministry Teams.
2. When additional capacity is needed on a Ministry Team, the Moderator, Moderator-Elect, and Council Liaison(s) shall recruit congregants to serve on the Ministry Team.
3. All Ministry Teams shall select their respective convener.
4. To foster continual congregational growth and assure that everyone in our community has leadership opportunities, individuals shall not serve on a Ministry Team longer than three (3) consecutive years.
  - a. Ministry Team members must take at least two terms (2 years) off before being considered to serve additional terms on the same Ministry Team. However, they can immediately serve on another Ministry Team or any working group.

## **Section 3. Council Liaisons**

1. Each Ministry Team shall be assigned two (2) Council members as Council Liaisons, with the exception of the Personnel Ministry Team, whom shall be assigned one (1).
2. The Moderator and Moderator-Elect shall assign each at-large Council member and the Clerk as Liaison to a Ministry Team with consideration of the Council member's gifts and passions.
3. Council Liaisons shall attend Ministry Team meetings, communicate their activities and needs to the Council for review and guidance, and identify opportunities for collaboration, among Ministry Teams, to serve the Congregations mission, commitment to justice, and values.

## **Section 4. Composition**

### **1. Ministry Teams**

- a. The Communications & Technology Team shall coordinate the church's communications, data management and information systems.
- b. The Community Ministries Team shall facilitate the Congregation's relationships, partnerships, and advocacy with other organizations in the community consistent with our mission and values.
- c. The Congregational Life Team shall foster the relational health of the congregation through events and activities that minister to the interests and needs of its members.
- d. The Facilities Team shall ensure the functionality, maintenance, accessibility, safety and efficiency of church properties, equipment and grounds.
- e. The Faith Formation Team shall provide leadership, enthusiasm, and structure for spiritual growth and religious education across all generations of the church, to support a lifelong deepening of the Christian faith.
- f. The Finance Team shall work with the Treasurer to ensure financial accountability and maintain the financial stability of the church through an annual budget process and stewardship campaign. All fundraising events, United Church of Christ special offerings, and other offering requests will be presented to this team to coordinate scheduling, purpose and planning.
- g. The Personnel Team shall work with the Pastor to support relationships involving the staff, develop and maintain personnel policies, make

recommendations for salary and benefits, as well as update contracts and employment agreements as needed.

## **2. Working Groups**

- a. Ministry Teams shall coordinate and support working groups within the congregation who volunteer to carry out a program or ministry of the Ministry Team.
- b. Working groups are accountable to the Ministry Team.
- c. Members and friends of this church may serve on one or more working groups.
- d. Members can volunteer to join a working group of their interest at any time.
- e. Working group members may serve on a Ministry Team, but are not required to.

## **ARTICLE XII - ADOPTION AND AMENDMENTS**

These constitution and bylaws are adopted and approved by the Congregation before becoming effective. The Council shall review them every two (2) years and recommend any revisions as necessary to reflect current practices with respect to the church and its functions. Amendments of these bylaws may be submitted in writing and made at any congregational or specially called meeting by an affirmative two-thirds majority vote of the active members present. The Congregation shall be notified in advance of such a meeting in accordance with Article V, section 5.2. This provision is not to be interpreted to prohibit the amendment of proposed amendment(s) at a congregational meeting by a motion from the floor if the meeting is called and vote taken in accordance to Article V, section 5.2.

## **ARTICLE XIII - DISSOLUTION**

Upon dissolution of the church and satisfaction of all indebtedness, its assets and all property and interest which it shall then possess, including any devise, bequest, gift or grant contained in any will or other instrument, in trust or otherwise, made before or after such dissolution, shall be transferred to the local Conference of the United Church of Christ, unless otherwise prohibited by the terms of the instrument of conveyance. In

no event shall the assets be transferred to any entity or be used for any purpose which violates Section 501 C(3) of the Internal Revenue Code.

**EFFECTIVE DATE: October 28, 2018**