

## BYLAWS

### THE GATHERING CHRISTIAN CHURCH, INC.

#### ARTICLE 1. CONGREGATION

##### A. Congregation

1. "Congregation" consists of: (i) Participating Members; and (ii) Non-Participating Members.
2. "Participating Members" are those persons who join the Congregation by Confession of Faith or transfer of their membership from another congregation and affirm the Membership Covenant. Participating Members attend worship services, financially support the ongoing ministries of the Congregation and otherwise participate in the life of the Congregation of the church by fulfilling the Membership Covenant. Participating Members have the right to vote on matters brought to the Congregation for decision at duly called Congregational Meetings, defined in Subsection B.
  - a. Confession of Faith is defined as publicly stating that they believe that Jesus "is the Christ, the Son of the Living God" (Matthew 16:16).
  - b. Membership Covenant is defined as the written document produced by the Church Council with the vision for the congregation and the expectations of the members to fulfill that vision.
3. "Non-Participating Members" are those persons who have requested to be placed in an inactive status or who have been placed in an inactive status by Church Council, defined in Article 2, action for lack of evidence of fulfilling the Membership Covenant. This action is taken solely for the purpose of establishing the number of Participating Members for determining a Congregational Quorum and eligibility to vote. Non-Participating Members shall not have the right to vote on matters brought to the Congregation for decision at duly called Congregational Meetings.
4. The Church Council, defined in Article 2, will annually review, revise if needed, and affirm the Membership Covenant that will then be presented at the November Meeting, defined in Subsection B, of the Congregation for confirmation and distribution for each member to sign and return.

##### B. Congregational Meetings

1. Two annual meeting with the Congregation shall occur each year, "Congregational Meeting." The "June Meeting" shall be held the first Sunday in June for the purposes of: (i) approving the Nominating Committee, defined in Subsection C; (ii) receiving the annual report of the Congregation for the most recent program year; and (iii) such other business as set forth in the notice of the meeting. The "November Meeting" shall be held the first Sunday in November for the purposes of: (i) approving the budget for the coming year; (ii) electing Officers, defined in Subsection D, of the Congregation for the terms set forth in the bylaws for those offices; and (iii) other business as set forth in the notice of the meeting. All meetings shall be conducted in accordance with *Robert's Rules of Order, as Revised*.
2. A special meeting of the Congregation may be called by the Moderator, defined in Subsection D, or by a vote of a majority of the Church Council at any time, provided Notice, defined in Subsection 4, for such meeting is given.
3. A special meeting of the Congregation may be called by a Congregational Quorum, defined in Subsection 5, by a written request to the Moderator at least twenty-one (21) days prior to the proposed meeting date. The request shall contain the purpose, the proposed date and time of such meeting and signatures of the Participating Members requesting such meeting. After verifying the signatures of the Participating Members, the Moderator shall schedule the meeting as requested, provided that the meeting will be scheduled as soon as possible consistent with proper notice requirements.
4. Notice of all Congregational Meetings shall either be announced at two (2) successive regular Sunday morning worship services prior to the meeting, or by written notice to the Congregation sent by regular mail and postmarked at least fourteen (14) days prior to the meeting date. Notice shall contain the location, date, time and purpose of the meeting.
5. "Congregational Quorum" is defined as fifty (50%) percent of the Participating Members.

### **C. Nominating Committee**

1. A Nominating Committee is formed for purposes of nominating Officers, defined in Subsection D.
2. Each year the Moderator shall nominate a new committee of three (3) Participating Members of the Congregation to nominate officers of the Congregation. The committee shall include: one (1) Elder, as defined in Article 6; one (1) member of the Ministry Team, as defined in Article 3, who is not an Elder;

2. The nominees to serve as members of the Nominating Committee shall be confirmed by majority vote of Participating Members at the June Meeting. The Nominating Committee will receive recommendations from the Congregation and will select nominees for the Officers of the Congregation, at large representatives of the Congregation to the Church Council and the Ministry Team, and Elders. The Nominating Committee shall secure the agreement of the nominees that, if elected, they will serve. The slate of nominees selected by the Nominating Committee shall be presented to the Church Council at its October Meeting.

#### **D. Officers**

1. The Officers are: (i) Moderator; (ii) Vice Moderator; (iii) Secretary of Congregation; and (iv) Treasurer of Congregation.
2. The “Moderator” of the Congregation shall preside at all regular and special meetings of the Congregation and Church Council and perform such other duties normally associated with the office of Moderator. The Moderator of the Congregation shall also serve as Moderator of the Church Council. The Moderator may vote only to break a tie. The Moderator shall conduct the Ministry Team meetings if the Vice Moderator is unable to attend and desires that the meeting not be rescheduled. The Moderator shall be authorized to sign checks and authorize expenditure of funds outside of budgeted amounts up to Five Hundred and NO/100 (\$500.00) Dollars per expenditure, but not to exceed Two Thousand Five Hundred and NO/100 (\$2500.00) Dollars in the aggregate in any fiscal year. The Moderator shall appoint Participating Members to fill the unexpired term for vacancies that may occur in any position in the Congregation's organizational structure. The Moderator is an ex officio member of all Church Council committees and Church Council authorized task groups.
3. The “Vice Moderator” of the Congregation shall attend the Ministry Team meetings and serve as liaison between the Ministry Team and the Council. The Vice Moderator shall serve to support the Moderator and preside in his or her absence at meetings of the Congregation and Church Council and perform such other duties normally associated with the office of Vice Moderator or assigned by the Moderator. The Vice Moderator shall be authorized to sign checks and authorize expenditure of funds outside of budgeted amounts up to Five Hundred and NO/100 (\$500.00) Dollars per expenditure, but not to exceed Two Thousand Five Hundred and NO/100 \$2500.00 Dollars in the aggregate in any fiscal year.

The Vice Moderator is an ex officio member of all ministries and authorized task groups.

4. The "Secretary of the Congregation" shall keep accurate minutes of all meetings of the Congregation, Church Council and Ministry Team, as defined in Article 3, and provide for these minutes to be reviewed and approved by their respective bodies, except congregational minutes that will be approved by the Church Council. The Secretary shall maintain a record of all Participating and Non-Participating Members of the Congregation.
5. The "Treasurer of the Congregation" shall be responsible to receive all income of the Congregation, keep accurate records of the source and amount of such income and deposit such income to the proper account, pay or supervise the payment of all accounts of the Congregation as authorized by the budget or special action of the Church Council when such items are not in the budget. The Treasurer shall provide accurate records of all expenditures, make regular written reports to the Church Council, provide for an annual independent review or audit by a competent person of both income and expenditures for acceptance by the Church Council and the Congregation. The Treasurer shall be authorized to sign checks using a two-party signature policy for budgeted disbursements on behalf of the Congregation. The second signature must be from the Moderator, Vice Moderator or other person appointed, by a majority vote, by the Church Council. The Treasurer shall make semi-annual written reports to all contributors indicating their total contributions by week and to date for both the fiscal and calendar years. The source of all income from individuals shall remain confidential.

#### **E. Election of Officers**

1. Upon the Church Council's approval by a majority vote, the Nominating Committee will present the nominees to the Congregation for election at the November Meeting. Nominations will not be taken from the floor at the time of the election.
2. At the November Meeting the Congregation shall elect for a term of one (1) year the following Officers from the Participating Members of the Congregation:
  - a. Moderator of the Congregation; and
  - b. Vice Moderator of Congregation.

Upon their election, the Moderator and Vice Moderator shall become Council Members by virtue of their election to the positions.

3. At the November Meeting the Congregation shall elect for a term of one (1) year the following officers from the Participating Members of the Congregation:
  - a. Secretary of the Congregation; and
  - b. Treasurer of the Congregation.

These Officers shall not become Council Members by virtue of their positions as Officers of the Congregation.

4. At the November Meeting the Congregation may elect from the Participating Members of the Congregation for the following positions:
  - a. Elders for a three (3) year term; and
  - b. At large Council Member for a two (2) year term.
5. All Officers will be vested in their roles and responsibilities beginning January 1<sup>st</sup> of the following year following their election by the Congregation.

#### **F. Qualifications of Officers of the Congregation**

1. Officers must be active in the Congregation's life and give evidence of seeking to grow in their own understanding and practice of the Christian faith. Such evidence shall include, without limitation, the following:
  - a. Conduct of one's life in light of the teachings of Jesus Christ;
  - b. Promotion of good will and Christian fellowship in the Congregation and community;
  - c. Regular attendance at the worship services and meetings of the Congregation;
  - d. Regular financial support of the Congregation and its outreach ministry;
  - e. Willingness to fulfill assignments on behalf of the Congregation; and
  - f. Demonstrated gifts or calling for carrying out responsibilities of the particular office.

#### **G. Terms of Office and Succession**

1. The Term of Office for an Officer of the Congregation is one (1) calendar year.
2. A Moderator or Vice Moderator may immediately be reelected to the same position for one (1) additional term, making two (2) elected terms the maximum a Moderator or Vice Moderator may serve without taking a sabbatical. The sabbatical for a Moderator or Vice Moderator is one (1) year before being eligible for reelection to the same office.

3. If reelected each year, the Secretary and Treasurer may succeed themselves for up to five (5) consecutive Terms of Office.
4. If the Moderator resigns, the Vice Moderator shall immediately fill the position of Moderator and appoint another member of the Church Council to fill the remaining term of Vice Moderator of the Congregation.
5. An individual who is appointed to fill an unexpired term shall have this period of service apply toward the maximum term of service only if the remaining term to which he/she is appointed is six (6) months or more.

## **ARTICLE 2. THE CHURCH COUNCIL**

### **A. Membership**

1. "Church Council", referred to in the Articles of Incorporation as the Board of Directors, shall consist of nine (9) "Council Members" from the Congregation. The Elders shall elect a maximum of three (3) Elders as Council Members. The Congregation shall elect a minimum of four (4) at large Council Members, who are not Elders. The Moderator and Vice Moderator who are elected by the Congregation shall become Council Members by virtue of their positions.
2. The minister(s) of the Congregation who are ordained or licensed and called by the Congregation in service shall serve as Council Member(s) ex officio, without vote.

### **B. Terms of Service and Succession**

1. The maximum term of service on the Church Council is three (3) years before a one (1) year sabbatical is required.
2. An individual who is appointed to fill an unexpired term shall have this period of service apply toward the maximum term of service only if the remaining term to which he/she is appointed is six (6) months or more.

### **C. Officers of the Church Council**

Officers of the Congregation shall perform the duties of Moderator, Vice Moderator, Secretary, and Treasurer for the Church Council. Only Officers who are Council Members shall have the right to vote on matters brought before the Church Council for action. Officers who are not Council Members are expected to offer advice and make recommendations on matters brought before the Church Council for action.

#### **D. Authority of the Church Council**

1. The Church Council shall perform its duties according to the authority granted in the Constitution and Bylaws or otherwise delegated to it by the Congregation.
2. The Church Council shall primarily concern itself with the business and administrative issues of the Congregation.
3. The Church Council shall, in conjunction with the Ministry Team, establish Ministries that are required to carry out the vision of the Congregation and appoint task groups to address special concerns. The Church Council shall receive reports of the Ministry Team, ministries, task groups, and Minister(s).
4. All organizations within the Congregation shall be responsible to the Church Council. All organizations shall report their plans and activities to the Church Council at its regularly scheduled meetings, as requested. Ministries and task groups established by the Ministry Team shall report to the Ministry Team, which shall keep the Church Council informed of their activities and plans.
5. All resignations of persons holding elected positions shall be submitted to the Church Council in writing.
6. The Church Council shall act as the legal agent of the Congregation.

#### **E. Responsibilities of the Church Council**

1. The Church Council shall have the authority to conduct routine business matters and modify allocations of funds within the approved budget. Any single expenditure or series of connected expenditures of funds not contained in the budget over Five Hundred and NO/100 (\$500.00) Dollars and up to Two Thousand Five Hundred and NO/100 (\$2,500.00) Dollars may be approved by the Church Council, but larger amounts shall require congregational approval.
2. The Church Council shall cause procedures to be established for handling the routine administrative matters of the church such as financial policies, personnel polices, and other matters it deems appropriate.
3. The Church Council shall develop, in consultation with the Ministry Team, the budget. It shall recommend approval of the budget to the Congregation.

4. The Church Council shall establish a Personnel Committee to develop and recommend actions relating to church staff personnel matters to the Church Council for its action.
  - a. The Moderator will select a chairperson of the Personnel Committee.
  - b. Recognizing the sensitive nature of matters dealt with by the Personnel Committee, the Moderator and the chairperson shall together select at least two (2) additional members of the Personnel Committee. The Personnel Committee shall seek advice for its deliberations as needed.
  - c. Members of the Personnel Committee will be confirmed by the Church Council and shall serve for a one (1) year term. They may be appointed again for up to three (3) consecutive terms before a one (1) year sabbatical is required.
  - d. Meetings of the Personnel Committee shall not be open to the Congregation.
5. As required, the Church Council shall designate persons who have signature authority for church bank accounts for such amounts, not to exceed restrictions placed in Subsection 1, as the Church Council determines to be appropriate
6. The Church Council shall designate at least one (1) Assistant Treasurer who shall assist the Treasurer, primarily to aid in deposits and the handling of received funds to ensure a successful audit of handling cash and disbursements.
7. The Church Council will review the list of members of the Congregation and determine their appropriate status in accordance with these Bylaws.

#### **F. Church Council Meetings**

1. Church Council meetings, except for Executive Session as defined in Subsection 4, are open to members of the Congregation and their attendance is encouraged. Regular meetings of the Church Council shall be held at least four (4) times each year. In addition, an October Meeting is held the first Sunday of October each year for purposes of reviewing nominees for Officers. Special meetings of the Church Council may be called by the Moderator or upon request of the minister(s) or a Quorum, as defined in Subsection 2, of the Church Council. Notice of meetings shall be made by announcement at a Sunday morning worship service at least one (1) week in advance of the meeting date. The notice for such meetings shall contain the, date, time and place of the meeting. In addition, notices for special Church Council meetings shall contain the purpose of such meeting and only the purpose contained in such notice may be acted upon.
2. Quorum shall be fifty (50) percent of the members of the Church Council.

3. *Robert's Rules of Order as Revised* shall govern all Meetings of the Church Council.
4. The Church Council may adjourn to Executive Session. An Executive Session may be ordered by request of the minister(s) or a Quorum of the Church Counsel. An Executive Session's purpose is to discuss staff personnel or membership status matters and Church Counsel must return to regular session to take official action on any matter discussed in executive session.
5. A Council Member may sign and have presented a written vote on matters scheduled for consideration at a Church Council meeting that he/she is unable to attend.

### **ARTICLE 3. MINISTRY TEAM**

#### **A. Authority of the Ministry Team**

1. The "Ministry Team" is responsible for implementing the ministries of the Congregation. The Ministry Team interprets the vision and goals of the Congregation and develops ministries to carry out that vision and achieve the congregational goals.
2. The Ministry Team provides to the Church Council the estimated financial requirements to fund the work of the ministries. Through a process of negotiation, a budget is developed to fund ministries on the basis of congregational priorities.

#### **B. Membership**

Before the November Meeting, the Church Council, in consultation with the Ministry Team, shall designate the ministries that will be functional during the coming program year. The Ministry Team shall have the following members:

1. Ministry Leaders shall be selected and recruited from Participating Members of the Congregation by the Moderator, Vice Moderator and Minister. They shall serve for one (1) program year unless appointed for succeeding terms.
2. Minister (Lead Pastor)
3. Vice Moderator of the Congregation.
4. Task Group Leader(s) until such time as the task group's function is completed.

#### **C. Responsibilities of the Ministry Team**

1. The Ministry Team is responsible for ministry to and nurturing of the Congregation so that the members become fully devoted followers of Jesus Christ.
2. The Ministry Team develops ministries which give witness to our faith in Jesus Christ and the mission of the Christian Church (Disciples of Christ) to the immediate community and the world.
3. The Ministry Team will develop ministries to bring people to a belief that Jesus is the Christ, Son of the living God and Savior of the world.
4. The Ministry Team will develop ministries to help people understand stewardship of their time, talents and financial resources.
5. The Ministry Team will encourage and train persons to serve as ministry leaders. It will provide support, coordination and resources for effective ministries.
6. The Ministry Team will keep the Church Council informed of all plans and activities of the ministries. This communication will be the responsibility of the Vice-Moderator.

#### **D. Ministry Team Meetings**

1. Ministry Team Meetings shall be called at the request of the Minister, Vice Moderator, or a Ministry Team Quorum, as defined in Subsection 2. The Minister will lead the meetings. Meetings are open to members of the Congregation and their attendance is encouraged. Regular meetings of the Ministry Team shall be held as necessary. Notice of meetings shall be made by announcement at a Sunday morning worship service at least one (1) week in advance of the meeting date. The date, time and place of the meeting shall be indicated in such notice.
2. Ministry Team Quorum consists of at least five (5) members of the Ministry Team in attendance at a meeting.
3. *Robert's Rules of Order as Revised* shall govern meetings of the Ministry Team.

### **ARTICLE 4. THE MINISTER(S)**

#### **A. Definition of Minister**

1. "Minister" is defined as any person whose ordination or license is recognized by the Church Council and is called for the purpose of ministry to the Congregation.

## **B. Responsibilities of the Minister(s)**

1. Minister(s) shall be responsible for the priestly and pastoral functions of ministry including, but not limited to the following:
  - a. Demonstrating a personal belief that Jesus is the Christ, Son of the living God;
  - b. Deepening the faith of the Congregation in Jesus Christ;
  - c. Teaching the Holy Bible and sound, practical theology;
  - d. Preaching;
  - e. Leading worship and the celebration of the sacraments;
  - f. Conducting funerals and weddings;
  - g. Pastoral calls;
  - h. Counseling;
  - i. Encouraging congregational support for local and wider church mission; and
  - j. Cultivating Christian family and personal life.
2. Minister(s) of the Congregation shall be the chief administrator(s) of the Congregation. In cooperation with the moderator of the Congregation, the Church Council and the Ministry Team, the minister shall offer encouragement in the life and work of the Congregation in compliance with the Congregation's Constitution and Bylaws and the policies and procedures of the Congregation.
3. Minister(s) shall place special emphasis on developing lay leaders and ministry within the Congregation.
4. Minister(s) shall be an ex officio member, without vote, of all constituency groups of the Congregation except the Pastoral Search Committee, defined in Subsection B.

## **C. Selection of Minister(s)**

1. Pastoral Search Committee's purpose is to fill the vacant position of a Minister.
2. When a vacancy occurs, a Pastoral Search Committee Chairperson shall be selected by the Moderator of the Congregation and together they shall select at least five (5) and no more than seven (7) Participating Members to serve on the Pastoral Search Committee who represent the diversity of the Congregation. The members of the Pastoral Search Committee shall be approved by the Church Council.

3. The Pastoral Search Committee may recommend to the Church Council for its approval an interim Minister who will serve until a call is extended by the Congregation to a permanent Minister and the permanent Minister arrives to begin ministry or until the Church Council deems the service of the interim is no longer required.
4. The Pastoral Search Committee shall utilize the services of the General Minister of the Christian Church (Disciples of Christ) in Kentucky for information and counsel concerning prospective candidates.
5. The Pastoral Search Committee shall negotiate with only one prospective Minister at a time; however, information may be secured on multiple candidates at the same time.
6. The Pastoral Search Committee shall recommend a prospective Minister(s) to the Church Council for its approval and recommendation to the Congregation.
7. The Church Council, at a regular or special meeting, may approve the recommendation of the Pastoral Search Committee by at least two-thirds (2/3) majority of those present and voting. Upon approval, the Church Council shall recommend calling the prospective Minister(s) to the Congregation.
8. The Congregation, in a regular or special meeting at which a Congregational Quorum is present, may approve the recommendation of the Church Council by at least a two-thirds (2/3) majority of Participating Members present and voting.

#### **D. Terms of Service**

1. Upon agreement on the terms of service, a written employment agreement, setting forth the compensation and other conditions of the call, shall be provided to the Minister(s), with a copy filed in the church office and with the regional office.
2. The term of ministry shall be for an indefinite period and may be terminated consistent with the terms of the employment agreement unless for cause.

#### **E. Resignation**

1. Voluntary resignation of the Minister(s) shall be submitted to the Church Council in writing, after consultation with the Moderator and Elders.
2. Involuntary resignation of the minister(s) shall be dealt with confidentially, to the extent possible, between the Minister, the Church Council and the General Minister of the Christian Church (Disciples of Christ) in Kentucky.

## **F. Pastoral Relations Committee**

1. The Elders shall be a sounding board for concerns from the Congregation and from the minister(s) and shall work to seek solutions to any issues raised concerning a Minister. All non-ordained or licensed personnel will be in the oversight of the Personnel Committee.

## **ARTICLE 5. SALARIED STAFF PERSONNEL**

### **A. Responsibilities**

1. Basic responsibilities will be defined in the job description used to recruit each staff person. The job description will be developed by the appropriate Ministry Team in collaboration with the Minister, Moderator, and Personnel Committee. Duties and responsibilities will be reviewed and updated annually by the appropriate Ministry Team. Salaried staff personnel hired for a specific ministry shall be a member of that particular Ministry Team.

### **B. Selections**

1. The proposed job title, job description and salary package will be submitted for approval to the Church Council. After approval by the Church Council, the appropriate Ministry Team, along with the Minister, an Elder, and a member of the Personnel Committee, will compose a team to recruit and evaluate potential candidates. This team will present the person they select to the Church Council, where Council Members must approve the proposed new staff member.

## **ARTICLE 6. ELDERS**

### **A. Definition**

1. "Elder" is a member of the Congregation that will assist and share in the ministries of worship, pastoral care, and teaching.

### **B. Qualifications and Ordination of Elders**

1. Any Participating Member of the Congregation is eligible to be nominated and elected an Elder.
2. Gifts & Abilities. There are a variety of gifts and each Elder is to use his/her gift for the building up of the Body of Christ. Not every Elder will be gifted in all things, but there should be no doubt that the person is willing and able to do many of these functions for the good of the Congregation and the world. The following practices are among those expected of the Elder:

- a) Ability and willingness to pray with those in need (James 5:14);
  - b) Able to teach and preach the Word (1 Timothy 5:19);
  - c) Possess wisdom and discernment and make sound mature decisions for the good of the church (Acts 15:6);
  - d) Display gifts of pastoral care (1 Peter 5:2);
  - e) Lead an exemplary life to others of how to walk with Christ in service and humility (1 Peter 5:3); and
  - f) Able to defend the faith and teach sound doctrine (Titus 1:9, 1 Timothy 3:2).
3. Character Qualifications. The following character qualifications are among those expected of an Elder:
- a) Must be well thought of in the church and community (Titus 1:6, 1 Timothy 3:2, 7);
  - b) Lives out the faith in the family and is respected by them (Titus 1:6, 1 Timothy 3:4);
  - c) Must welcome people, be helpful, wise, fair, and reverent (Titus 1:8, 1 Timothy 3:2);
  - d) Generous (Titus 1:7, 1 Timothy 3:3);
  - e) Gentle (1 Timothy 3:3); and
  - f) A mature believer, not a recent convert, with a firm knowledge of the Word (1 Timothy 3:6).
4. Disqualifications. While we all walk in earthen vessels, the Elder is called to be an example and to not give any reason for someone to leave the faith. Examples of actions that would disqualify the ministry of an Elder include, but are not limited to the following:
- a. Given to periods of rage or anger and then hurting others with words (Titus 1:8, 1 Timothy 3:3);
  - b. Arrogance and self-righteous attitudes and statements (Titus 1:7);
  - c. Serious addictions (Titus 1:7);
  - d. Violence (1 Timothy 3:3); and
  - e. Sexual immorality (Galatians 5:19-21).
5. Elders being elected for the first time shall be duly ordained for life. Elders who are not able to fulfill the duties of Elder or are considered to be disqualified are to tender their resignation to Moderator and to the Congregation. Any accusations against an Elder are to be carefully examined by the other Elders. If accusations

are substantiated, the issue of the ordination of the Elder is to be referred to the Church Council and then to the Congregation if needed.

6. Honorary status as Elder Emeritus may be conferred upon those persons so elected. They shall not have any active responsibility or be members of the Elders Council.

### **C. Service of Elders**

1. The service of Elders, *a ministry of being and doing*, is essential to the spiritual health of the church.
2. In partnership with the Minister(s), the Elders will assist and share in the ministries of worship, pastoral care, and teaching.
3. Elders are devoted to God and to the life of the Congregation, growth in commitment, faithfulness, stewardship and discipleship with Christ.

### **D. Election To and Term of Office for Elders**

1. The Congregation, at the November Meeting, shall elect not more than three (3) Participating Members to serve a term of three (3) years as Elder Council Members. The total number of Elder Council Members shall not exceed nine (9) at any time. Upon completion of a term of service on the Elder Council, the Elder shall no longer serve on the Elder Council until such time as they may be re-elected to serve on the Elder Council. Any Elder may be called upon at any time to perform the duties of an Elder while not serving on the Elder Council, but may not attend meetings of the Elders Council unless so invited by the Council.
2. Persons elected to the Elder Council may not succeed themselves for a period of one (1) year after completing a full three (3) year term.
2. The Elders shall meet within three (3) weeks of the November Meeting and elect from their membership a person to serve as leader of the Elder Council.

### **E. Responsibilities of the Elders**

1. The Elders will elect three Participating Members to serve as members of the Pastoral Relations Committee.
2. In November the Elders Council will elect three (3) elder representatives to the Church Council for a one-year term.

## **F. Elder Council Meetings**

1. Elder Council meetings may be called at the request of any three (3) Elders or the Minister. Meetings are open to members of the Elders only. Notice of meetings shall be made by announcement at a Sunday morning worship service or by mail or telephone at least three (3) days in advance of the meeting date.
2. Fifty (50%) percent of the members of the Elders shall constitute a quorum.
3. *Robert's Rules of Order, as Revised* shall govern meetings of the Elders Council.

## **ARTICLE 7. FISCAL AND PROGRAM YEARS**

1. The fiscal and program years of the church shall be January 1 through December 31.
2. Persons serving in official capacities for the Congregation shall serve on a calendar year basis.

## **ARTICLE 8. AMENDMENTS**

These Bylaws may be amended, at any Congregational Meeting properly convened by a majority vote of the members of the Congregation present and voting, providing a Congregational Quorum is present. Any amendment first must be proposed at a regularly scheduled Church Council meeting, and may not be voted upon before the next regularly scheduled Church Council meeting. A simple majority vote of the Church Council shall be sufficient to recommend the proposed amendment to the Congregation for its action. The amendment(s) shall be circulated by mail to the Congregation ten (10) days prior to the Congregational Meeting or read at two (2) successive worship services prior to the Congregational Meeting at which the proposed amendment(s) is to be considered.

## **ARTICLE 9. EFFECTIVE DATE**

These Bylaws shall be effective after adoption by a two-thirds (2/3) majority vote of Church Council.

**Adopted unanimously at congregational meeting, Sunday, July 11, 2010**

