

The Constitution
of the
First Congregational Church
United Church of Christ

2401 Cornwall Avenue
Bellingham, Washington 98225
As revised June 5, 2016

CONSTITUTION

FIRST CONGREGATIONAL CHURCH
OF BELLINGHAM, WASHINGTON

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CONSTITUTION

ARTICLE I

NAME

The name of the church shall be the "First Congregational Church of Bellingham, Washington".

ARTICLE II

PURPOSE

The purpose of this church shall be to bind together followers of Jesus Christ, to share in the worship of God, and to make God's will dominant in the lives of people, individually and collectively, especially as that is seen in the life, teaching, death and living presence of Jesus Christ.

ARTICLE III

GOVERNMENT

The members of this church, a Washington non-profit corporation, shall exercise control of all its affairs, subject to conformity with Washington State laws.

This church shall be a member of the United Church of Christ and shall sustain that relationship to the United Church of Christ described in those portions of the Constitution and By-Laws of the United Church of Christ, as amended from time to time, relating to local churches.

ARTICLE IV

DOCTRINE

The following statement of faith and covenant are an expression of the spirit in which the church interprets the Word of God:

MISSION STATEMENT OF THE FIRST CONGREGATIONAL CHURCH OF BELLINGHAM

We are a congregation
composed of many
made up of one and one and one.

Together, in all we do, we aim to hold
God at our center as we
seek in our diversity a common vision.

Together, God at our center in all we do, we seek to
experience God's love
celebrate God's gifts
listen
practice Christ's teachings
take care of each other
bring love and justice to our community

welcome and include all people in the life and work of the church
one by one by one
God at our center.

STATEMENT OF FAITH OF THE UNITED CHURCH OF CHRIST

In the form of a doxology
We believe in you, O God, Eternal Spirit, God of our Savior Jesus Christ and our God,
and to your deeds we testify:

You call the worlds into being
and create persons in your own image,
and set before each one the ways of life and death.

You seek in holy love to save all people from aimlessness and sin.

You judge people and nations by your righteous will declared
through prophets and apostles.

In Jesus Christ, the man of Nazareth, our crucified and risen Savior,
you have come to us
and shared our common lot,
conquering sin and death
and reconciling the world to yourself.

You bestow upon us your Holy Spirit,
creating and renewing the church of Jesus Christ,
binding in covenant faithful people of all ages, tongues and races.

You call us into your church
to accept the cost and joy of discipleship,
to be your servants in the service of others,
to proclaim the gospel to all the world
and resist the powers of evil,
to share in Christ's baptism and eat at his table,
to join him in his passion and victory.

You promise to all who trust you
forgiveness of sins and fullness of grace,
courage in the struggle for justice and peace.
your presence in trial and rejoicing,
and eternal life in your realm which has no end.

Blessing and honor, glory and power be unto you. Amen.

COVENANT

We are united in striving to know the will of God as taught in the Holy Scripture, and in our purpose to walk in the ways of the Lord, made known or to be made known to us. We hold it to be the mission of the church of Christ to proclaim the gospel to all people, exalting the worship of the one true God and laboring for the progress of knowledge, the promotion of justice, the reign of peace and the realization of human community. Depending, as did our forebears, upon the continued guidance of the Holy Spirit to lead us into all truth, we work and pray for the transformation of the world into the kingdom of God; and we look with faith for the triumph of righteousness and the life everlasting.

OPEN AND AFFIRMING RESOLUTION

Voted on March 14, 1999

Amended by Congregational vote on January 13, 2008

We, the members of the First Congregational Church of Bellingham, United Church of Christ, publicly resolve:

We believe in a loving God, who embraces the dignity, worth, and sacredness of every person.

We believe God loves all persons without regard to gender, race, ethnicity, economic or social status, and sexual orientation.

We believe we are created in God's image and are called upon to accept and understand our humanity and diversity as gifts from God.

We recognize that the institutional church has often judged persons based upon their sexual orientation, and has excluded these people from the community of faith.

The church has often been silent concerning societal injustices.

Therefore, we covenant to welcome and affirm every person, without regard to sexual orientation, into the full life, rites, and ministry of our church. We commit ourselves to act for justice and inclusiveness.

Together, God at our center, we covenant to be an Open and Affirming church community.

We pray, as those who follow Christ, for the capacity to envision life as it could be and, with the help of our loving God, to unite ourselves across our differences and to treat all with respect, dignity, love, compassion, understanding and justice.

ARTICLE V MEMBERSHIP

- Sec.1. Membership in this church shall be open to any person who has been baptized or confirmed or has made public confession of faith in Jesus Christ our Lord and Savior.
- Sec.2. Members are expected to live the Christian life, to attend regularly the services of the church, to give systematically for its support and benevolences, to share in its organized work, and to seek diligently the spiritual welfare of their fellow workers.
- Sec.3. A member in good standing may upon request:
- a. be granted a letter of transfer to another Christian church,
 - b. be dismissed with a certificate of church membership if wishing to join a body not in fellowship with this church.
- Sec.4. Members who have left the community, or who for a period of two years, in spite of kindly approaches, have not communicated with the church or contributed to its support, may, by recommendation of the Membership Board, be transferred to an inactive list. They may be reinstated to full standing upon personal request if they desire to resume active relationship with the church. At the end of two years of being on the inactive roll, an individual's name will be removed from the files.

ARTICLE VI PASTOR

There may be one or more pastors called to the church. The responsibilities of the respective pastors will be defined, from time to time, by the Church Council with advice from the Personnel Committee. The following sections of this article apply to any person called to the church as pastor.

Sec.1. Duties

With the cooperation and assistance of the Church Council, the Boards, other church organizations and the staff, the Pastor shall:

- a. preach the Gospel

- b. administer the sacraments
- c. conduct services of worship
- d. provide for the spiritual welfare of the church and those whom it serves
- e. coordinate the activities of the various aspects of church life
- f. serve as the administrative head of the church staff, recommend employment and termination of employment to the Personnel Committee, and supervise the work of staff members.
- g. be an ex-officio member of the Church Council and of all boards, committees and task forces.

Sec.2. Appointment

- a. It shall be the responsibility of the Pastoral Search Committee, appointed by the Church Council, to seek a candidate to fill a vacancy in the office of Pastor.
- b. The Moderator of the church shall immediately inform the Conference Executive of a pastoral vacancy.
- c. The Pastoral Search Committee may seek the counsel of the Conference in filling a vacancy.
- d. The Pastoral Search Committee may request the Conference Minister(s) to secure relevant information about any pastor whom it wishes to consider to fill the vacancy.
- e. The Pastoral Search Committee shall present to the church, at a meeting called for that purpose, the name of the candidate it recommends to fill the vacancy. A favorable majority vote constitutes a call.
- f. In the call, the terms of the relationship shall be stated, including the willingness of the church to participate in the Pension Fund of the United Church of Christ, the Minister's Health Insurance Program and other matters agreed between the candidate and the committee. The Pastor, the church and the Conference Minister(s) shall each receive a copy of the call.
- g. When a pastor accepts a call to this church, he or she shall seek standing in the Washington-North Idaho Conference of the United Church of Christ. Further, the Diaconate and the pastor shall join in requesting the Conference Church and Ministry Committee to arrange for a service of installation or recognition. A report of this service shall be signed by the Conference Minister(s) and copies shall be sent to the Secretary of the United Church of Christ and the Church and Ministry Commission.

Sec.3. Tenure.

A pastor shall serve at the will of the Congregation.

*Sec.4 Pastor(s) Review

In the fifth year following the call, and every five years thereafter, the Church Council will conduct a review of the pastor's ministry. This review will be coordinated by a committee of Council in consultation with the Congregation, boards and committees, and the church staff. The committee of Council will prepare a written draft of the five year review on the Pastor's performance to be shared and discussed first with the Pastor, who will have the opportunity to make a written response. A final draft of the committee of Council five year review will then be presented to the Church Council for approval.

Any year, except the year of the five year review, a Pastor may request that the Church Council do a review of the Pastor's ministry. This review will be done by the Church Council using methods approved by the Church Council.

*Amended at the Annual Meeting, January 29, 2012

Sec.5. Termination.

The relationship of a pastor to the church may be terminated by a majority of the members present at a special meeting called for that purpose. The relationship shall cease sixty days after the vote, unless for good cause a shorter or longer period is set by the members. A pastor who wishes to leave shall give sixty days notice. If the pastor loses ministerial standing, relations shall cease immediately.

ARTICLE VII
OFFICERS

*Sec.1. Moderator.

The moderator of the church shall be elected from the membership of the church for a term of one year at the annual meeting. The moderator shall serve no more than two terms. The moderator shall chair all church business meetings and meetings of the Church Council, and be an official representative of the church when required. The moderator shall be the lay leader of the church, a member of the Executive Leadership Team and an ex-officio member of all boards and committees. After his or her term the moderator, as past moderator, shall be a member of the Executive Leadership Team as outlined in Section 6 below. The past moderator shall be a member of the Personnel Committee.

*Amended at the Annual Meeting, January 29, 2012

*Sec.2. Vice-Moderator.

The vice moderator shall be elected from the membership of the church for a term of one year with the intention that the vice moderator shall immediately thereafter be nominated for and serve, if elected, as the moderator. The vice moderator shall act as moderator in the moderator's absence. The vice moderator shall be a member of the Boards of Membership and Ministry Resources and the Executive Leadership Team.

*Amended at the Annual Meeting, January 29, 2012

*Sec.3. Clerk.

The clerk of the church shall be elected from the membership of the church for a term of one year at the annual business meeting. In the interest of general efficiency, tenure for a reasonable period should be encouraged. The Clerk shall keep a faithful record of the proceedings of the church and the Church Council. The clerk shall be a member of the Executive Leadership Team.

*Amended at the Annual Meeting, January 29, 2012

*Sec.4. Treasurer.

The treasurer of the church shall be elected from the membership of the church for a term of on year at the annual meeting. In the interest of general efficiency, tenure for a reasonable period should be encouraged. The treasurer is the chief financial officer of the church and a member of the Church Council. The treasurer shall oversee the financial affairs of the church, working with the Church Accountant. The treasurer shall be a member of the Executive Leadership Team and a non-voting member of the Board of Trustees.

*Amended at the Annual Meeting, January 29, 2012

Sec.5. Historian.

The historian of the church shall be elected for a three year term at an annual meeting and shall keep a journal of all occurrences of interest to the church.

*Sec. 6. Executive Leadership Team

The moderator, past moderator, vice moderator, clerk and treasurer shall compose the Executive Leadership Team. The Executive Leadership Team shall assist the moderator in his or her official capacity and shall meet as often as required to assist the Church Council in all matters delegated to the Church Council under Article VIII. Members of the Executive Leadership Team shall be ex-officio members of all boards and committees without a vote, except as outlined above for past moderator, vice moderator and treasurer, in those boards or committees.

*Amended at the Annual Meeting, January 2012

ARTICLE VIII
CHURCH COUNCIL

*Sec.1. Membership.

There shall be a Church Council composed of the pastor(s), moderator, vice-moderator, treasurer, clerk, historian, immediate past moderator, the five Ministry Coordinators and the chair or designated alternate of each of the following boards and committees: the Board of Trustees, the Diaconate, the Board of Christian Education, the Board of Adult Ministries, the Board of Ministry Resources, the Board of Mission and Justice, the Board of Arts In Worship, the Women's Council, the Membership Board, the Communications Board and a representative of church youth. Vacancies in Ministry Coordinator positions on the Church Council shall be temporarily filled by the Council until the next annual meeting. The moderator shall act as chair of the Council and the clerk shall be the secretary.

*Amended at the Annual Meeting, January 29, 2012 and at the Congregation Meeting, June 7, 2015.

Sec.2. Meetings.

The Church Council shall meet nine times annually and more frequently when business requires it. Special meetings may be called by the moderator, pastor, or any five members of the Church Council. The moderator shall call a Council meeting upon written request of any ten members of the congregation. A majority of the members of the Church Council shall constitute a quorum. The meetings of the Council shall be open to all members of the church.

*Sec.3. Duties.

The Church Council shall implement decisions of the congregation. It shall be the interim governing body of the church between meetings of the congregation. It may act for the church, except that it may not act contrary to the express stipulation of a church meeting or the provisions of this constitution. The congregation, at a regular or special meeting may reverse, overrule, modify, or otherwise change any action taken by the Church Council. The Council shall have the following powers and duties, the responsibility for any of which may be assigned to a board, committee, organization or individual, subject to review and approval of the Church Council:

- a. envision the task of the church, advise the ministers and officers of the general direction of the church's activities.
- b. review and evaluate the church program and direct changes if necessary.
- c. appoint a Pastoral Search Committee.
- d. appoint six at large members to three year terms to the Personnel Committee in such a way that the terms of two members expire annually;
- e. appoint a Ministry Funding Committee.
- f. review and adopt a ministry funding plan prior to submission to the congregation at the annual meeting.
- g. consider any matter referred to it by the membership of the church or any board or committee.
- h. set a date in January for the annual meeting in accordance with Article X and plan the meeting.
- i. establish committees for special purposes.
- j. inform the congregation of all policy-making decisions.
- k. employ and terminate employment of non-ordained staff members.

*Amended at the Congregation Meeting, June 7, 2015.

*ARTICLE IX
MINISTRY AREAS

The congregation identified four core values in our common life of faith: Worship, Community, Spiritual Growth and Social Justice. In addition, it is also recognized the importance of faithful service in the area of Operations, which is critical to the healthy functioning of our church. Together, these values are at the heart of our church programs and activities -- they give focus to our common ministry. We believe that organizing all the different groups at FCCB according to these areas of ministry will help us strengthen the connection between each group's activities and the congregation's overall life and purpose.

Ministry Areas are not governing bodies. Instead, they represent an organizational framework that can help to focus and facilitate our work as a church -- to help us live into our call to do God's work "with ease and grace." The purpose of Ministry Areas:

- a. to ensure that every established and/or emerging group in the church has a "home" that connects them to our overall structure.
- b. to continually deepen our understanding of how our various activities reflect and support our vision and values.
- c. to promote easy communication, interaction, exchange of ideas and shared resources between groups with a similar focus.
- d. to help everyone, newcomers and long-time members alike, easily identify where and how to get involved and participate more fully in the life of the church.

Sec.1. **Ministry Area Organizational Framework.** The following table outlines the boards aligned with each of the Ministry Areas of the Church.

Ministry Area	Boards
Worship	Diaconate, Arts in Worship
Community	Ministry Resources, Membership
Social Justice	Mission & Justice
Spirituality	Christian Education, Adult Ministries
Operations	Trustees, Communications

Sec.2. **Ministry Coordinators.** Ministry Coordinators are formally nominated by The Leadership Team and commissioned by the congregation annually. Coordinators will serve a three-year term. They may serve two consecutive three-year terms and then must take one year off before becoming eligible to serve again.

The Ministry Coordinators have broad discretion as how to best fulfill their charge. They shall,

- a. become familiar with each of the boards, committees and small groups within the Ministry Area - their mission, history, goals and activities.
- b. maintain a current list of key contacts for each group.
- c. help interested volunteers connect with appropriate groups.
- d. help Emerging Ministries access appropriate channels of support.
- e. encourage communication and coordination between boards, committees and other groups as appropriate, especially to encourage collaboration on specific projects.
- f. help to facilitate regular communication between each group and the staff, Leadership Team, and Church Council.
- g. be in regular contact with other Ministry Coordinators and with the Communications Board.
- h. consult with leaders of groups within the Ministry Area to help determine which issues might require advice or action from Church Council.
- i. serve on Church Council in order to provide a voice and connection for the different groups within their Ministry Areas.

*Article added at the Congregation Meeting, June 7, 2015.

ARTICLE X
BOARDS AND COMMITTEES

Boards act on behalf of the whole congregation as catalysts for our collective ministry. They are charged with imagining, planning and overseeing activities that help us live into our vision and values as a faith community. In order to promote both efficient decision-making and continuity, boards should have no fewer than six and no more than nine voting members. Individual boards shall determine the number of members necessary to fulfill the obligations of the board. The number may fluctuate from year to year, depending on the board's needs. Prospective board members are identified through an ongoing, informal collaboration involving the Ministry Coordinators, Leadership Team, Membership Board, current board members and the congregation at large. Anyone may suggest prospective board candidates at any time. To serve on a board, a person must be a member of FCCB. New board members are formally nominated by the Leadership Team and commissioned by the congregation annually. Board members will serve a three-year term. A member may serve two consecutive three-year terms; he or she must then take a year off before becoming eligible to serve on the board again.

Committees may be appointed by Council or by a board to address a specific task that furthers the congregation's mission and ministry. The congregation does not directly commission committee members. They do not have authority to make program decisions or budget allocations independent of their governing body. Committees always report to their governing body, whether Council or a board. Their budgets must be allocated and recommendations approved by that governing body. The size of a given committee and appropriate tenure of its members is largely left to the discretion of its governing body. Committee tenure should not exceed 3-5 years.
*Amended at the Annual Meeting, January 27, 2013 and at the Congregation Meeting, June 7, 2015.

*Sec.1. Diaconate.

A member who has served many years may be elected deacon emeritus and be entitled to all privileges of an active member of the Diaconate. The Diaconate shall elect from its own members a chair and a secretary. The Diaconate shall:

- a. cooperate with the pastor in ministering to the spiritual interests of the church and community.
- b. assist in preparing and administering the sacraments of the church.
- c. provide for temporary supply of the pulpit in case of vacancy or in the absence of the pastor.
- d. use all appropriate ways to develop and supervise a group of church members skilled in ministering to the needs of the congregation in times of bereavement, physical, emotional and family crisis.

*Amended at the Congregation Meeting, June 7, 2015.

*Sec.2. Board of Trustees.

A. The board shall elect a chair and secretary from its members. The Board of Trustees shall:

1. supervise the finances of the church.
2. be responsible for the care and custody of the property and funds of the church.
3. maintain and improve the church buildings and grounds, and provide an adequate insurance program.
4. report the church's current financial condition to the congregation.
5. appoint a Fiscal Committee and an Auditing Committee and such other committees as may be helpful in accomplishing the Board's duties.
5. have the power to buy, sell, lease or transfer real property subject to the vote of the church.

B. Fiscal Committee.

A Fiscal Committee shall be appointed annually by the Board of Trustees and shall:

1. receive all payments on current pledges.
2. maintain an accurate record of each subscriber's contributions.
3. take charge of all offerings and special collections.
4. deposit all funds received in such depository as the Board of Trustees may designate and furnish the Treasurer a statement of the amount and nature of all receipts and deposits.
5. send to all contributors confirmation of contribution balance at least semiannually.

C. Auditing Committee.

The Auditing Committee may be appointed by the Board of Trustees and shall examine the accounts of the Treasurer and report thereon as required by the Board of Trustees.

D. Investment and Endowments Committee.

The Investment and Endowments Committee shall consist of three qualified members appointed by the Board of Trustees. The Board of Trustees shall annually review the activities of the Committee. The Investment and Endowments Committee shall:

1. recommend to the Board of Trustees a qualified institution to manage Endowment Funds.
2. recommend to the Board of Trustees investment philosophies and follow those approved philosophies in the investment of endowment funds.
3. assist the Board of Trustees with providing education to the congregation regarding the Planned Giving Program described in "Our Legacy" pamphlet.
4. track the performance of all endowment funds accounts and provide recommendations to the Board of Trustees.

E. The Memorials Committee.

The Memorials Committee shall consist of three qualified members appointed by the Trustees. Memorial funds may not be used for any item listed in the annual budget unless the donor so designates. The Memorial Committee shall:

1. educate and encourage the congregation in the extended stewardship of their resources in wills, trusts and memorial gifts.
2. maintain and regularly update memorial records.
3. counsel prospective donors.
4. recommend to the Board of Trustees acceptance of memorial gifts and how those gifts should be used.
5. recognize donors.

*Amended at the Congregation Meeting, June 7, 2015.

*Sec.3. Board of Christian Education.

The Christian Education staff shall be ex-officio members of the Board. The board shall elect a chair and secretary from its members. The board shall have general responsibility for and supervision of the programs to provide education and build community for children and youth of the church. In consultation with church program staff and such others as it may choose the Board of Christian Education shall:

- a. Secure teachers and supervise staff for the church school and oversee the program.
- b. Secure and supervise leaders for the youth groups and oversee the program.
- c. Create and support additional educational opportunities such as confirmation, mission trips, vacation church school and seasonal programs.
- d. Recommend a budget for the church program of Christian Education.

*Amended at the Congregation Meeting, June 7, 2015.

*Sec.4. Board of Adult Ministries.

The board shall elect a chair and secretary from its members. The Board of Adult Ministries shall:

- a. develop, monitor, and evaluate adult education programs including classes, forums, and special workshops.
- b. supervise and support a library committee to maintain and develop the church library.
- c. create and support fellowship and social opportunities for adults and families.

*Amended at the Congregation Meeting, June 7, 2015.

*Sec.5. Ministry Resources Board.

The board shall elect a chair and secretary from its members. The Ministry Resource Board shall:

- a. conduct a continuing program of resource education.
- b. conduct an annual resource/pledge campaign for ministry funding.
- c. seek donations of time and talent from the congregation.

*Amended at the Congregation Meeting, June 7, 2015.

Sec.6. Board of Mission and Justice.

The board shall elect a chair and secretary from its members. The Board of Mission and Justice shall:

- a. address social justice issues, evaluate their relevance to the church, plan and coordinate programs to educate, inform and involve the congregation.
- b. promote within the church membership a continual interest in Our Church's Wider Mission.
- c. plan special all-church offerings that promote the mission of the church.

* Amended at the Annual Meeting, January 19, 2003 and at the Congregation Meeting, June 7, 2015.

*Sec.7. Board of Arts In Worship.

The choir director(s) and organist shall be ex-officio members. The board shall elect a chair and secretary from its members. The general concern and responsibility of the board shall be to insure an effective ministry of arts in worship and to:

- a. be responsible for the arts presented in worship; promote and oversee the use of music, drama, visual arts, and movement and dance.
- b. aid in the recruitment of choir members.
- c. promote youth involvement in the choirs.
- d. see that all instruments are in good musical and mechanical condition.
- e. support instrumental and vocal concerts

*Amended at the Congregation Meeting, June 7, 2015.

*Sec.8. Board of Membership.

The board shall elect from its members a chair and a secretary. The Board of Membership shall:

- a. help the pastors plan and conduct classes for prospective members, recruit sponsors, display photographs, publish newsletter profiles of new members, and present welcoming gifts, such as bread, to new members.
- b. introduce new members into the life of the church and encourage the participation of all members in worship and the educational, social, and action groups of the church.
- c. recruit, train and schedule newcomers.
- d. identify and reach out to less active members.
- e. make an annual survey of the church roll and inform by letter those individuals whose names are being placed on the inactive roll.
- f. provide needed special services to members when it appears that those needs will not be met by other church groups.

* Amended at the Annual Meeting, January 20, 2002 and at the Congregation Meeting, June 7, 2015.

*Sec.9. Communications Board.

The board shall elect from its members a chair and a secretary. The Communications Board shall:

- a. in general, plan and oversee internal and external communications.
- b. utilize appropriate communication instruments including but not limited to print, website, social media, etc.
- c. work closely with Ministry Coordinators and other Boards to ensure that information about activities is conveyed appropriately.

*Section added at the Congregation Meeting, June 7, 2015.

Sec.10. Ministry Funding Committee.

The Ministry Funding Committee shall consist of three members appointed annually by the Church Council. It shall be the responsibility of the committee to:

- a. solicit funding requests from all boards and committees and other interested parties.
- b. present a proposed ministry funding plan to the Church Council for approval and to the congregation at the annual meeting.

*Sec.11. Personnel Committee.

The Personnel Committee shall consist of eleven members. These shall be the past moderator, the chair or designate member of the Diaconate and of the Boards of Trustees, Christian Education, and Arts In Worship; and six members-at-large appointed by the Church Council from the membership of the church to three-year terms in such a manner that the terms of two members shall expire annually. The committee shall elect a chair from its members, which shall be responsible to the Church Council. As used in this Article and Section the term "staff" does not include Lead Pastor or Pastor. The Personnel Committee shall:

- a. maintain job descriptions for all regular full and part-time staff.
- b. recommend salaries and fringe benefits of all staff to the Ministry Funding Committee.
- c. review annually working conditions of all staff and make recommendations to the Church Council.
- d. ensure that each regular full or part-time staff person is evaluated annually by their supervisor, establish procedures for said evaluations, and submit a written report on each such staff person to be placed in the personnel file prior to the annual meeting.
- e. write and revise necessary personnel policies as regards staff.
- f. act as liaison between staff and concerned members of the congregation.
- g. act as liaison between staff members as needed.
- h. recommend hiring and termination of employment of staff to the Church Council.
- I. consider requests for new staff positions and make appropriate recommendations to the Church Council for action.

*Amended at the Annual Meeting January 28, 2007

*Sec.12. Pastoral Relations Committee.

There shall be established a Pastoral Relations Committee consistent with the recommended practices of the UCC Handbook.

The Pastoral Relations Committee shall assist the Church Council and the membership by having primary responsibility: (1) to nurture, support and assist our pastors as they deal with the daily challenges and stresses that arise as they direct and lead us into a deeper, broader and improved understanding of God's wisdom, justice, and love; and (2) to address and resolve the concerns and conflicts that impact the ability of the pastors to perform the critical missions of the Church.

The Pastoral relations Committee shall consist of five members. These shall be: the immediate past-moderator, who shall serve as chair of the committee; the moderator; one member at large who shall be appointed by the Church Council, with the consent of pastor, and who shall serve for two years; and two additional members, one selected by each pastor to serve so long as so designated by that pastor.

The Pastoral Relations Committee shall meet at least twice a year. The chair of the Committee, any member of the Committee, any Pastor, or the Church Council may call a meeting.

The activities of the Pastoral Relations Committee shall be confidential. Notes of the meetings should not need to be taken. If taken, notes should identify only issues raised and remain, at all times, confidential. If action is required, the Committee will advise the Church Council, appropriate board and/or committee only of the issue requiring action. The advice should not include any of the discussions, dialogues or conversations internal to the Pastoral Relations Committee, which was related to the issue referred out for action.

*Sec.13. Hospitality/Kitchen Committee.

The Hospitality/Kitchen Committee shall consist of six members chosen from the membership of the church and elected at the annual meeting for terms of three years in such a manner that the terms of two members shall expire annually. The committee shall elect from its members a chair. It shall be the responsibility of the

committee to:

- a. Oversee and maintain the church kitchen.
- a. Provide receptions for memorial services.
- b. Oversee special ministries of hospitality and caring such as providing meals for church members and friends in times of crisis and special need.

*Sec.14. Women's Council.

The Women's Council shall be the coordinating body for the church circles, which are open to all women of the church for the purpose of fellowship, study and service in the church and the community. The Women's Council shall consist of one representatives from each circle.

*Sec.15. Delegates and Alternates.

Delegates and alternates to the annual Washington-North Idaho Conference of the United Church of Christ meeting shall be chosen from the membership and elected at the annual meeting of the church and include the moderator and chair of the Board of Mission and Justice.

* Amended at the Annual Meeting, January 29, 2006

*ARTICLE XI

CHURCH YEAR AND MEETINGS

The church year shall extend from January 1 to December 31. The annual meeting of the church shall be held as near to January 1 as convenience will permit. The purpose of this meeting shall be to: 1) approve the church ministry funding plan, 2) present annual reports, 3) elect officers and delegates. Board members will be elected during the June meeting of the congregation. Nominations may be made from the floor by any member of the church. Terms of service for the various officers of the church will begin upon election and continue until the meeting at which successors to these offices are elected. Notice of these meetings shall be given in the church bulletin and announced during worship at least two Sundays before the meeting takes place. Special meetings shall be called by the Clerk under the direction of the Moderator of the church, or upon the written request of not less than ten members. Notices of special meetings shall be given in the church bulletin and announced during worship at least one week before the date of such meeting. Ten percent of the membership shall constitute a quorum at any meeting of the church.

*Amended at the Congregation Meeting, June 7, 2015.

ARTICLE XII

AMENDING THE CONSTITUTION

This Constitution may be amended by two thirds vote of the members present at any meeting for which notice has been given in the church bulletin and announced during worship at least two Sundays prior to the meeting. The substance of the proposed amendment shall be published with the notice of the meeting.

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