



# **The Church of the Palms**

United Church of Christ

14808 N Boswell Boulevard

Sun City, Arizona 85351

623-977-8359

<https://thepalms.org>

## **Constitution & ByLaws**

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# CONSTITUTION

## PREAMBLE

The Church of the Palms is a justice seeking Church welcoming all people regardless of age, race or gender, personal, mental or physical ability, gender identity or expression, sexual orientation, ethnic, cultural or religious background, marital, social or economic status or life history. Its mission is to share God's unconditional love, justice and extravagant welcome.

## ARTICLE I – NAME, LOCATION and PURPOSE

This Church, called "The Church of the Palms, United Church of Christ," located in the community of Sun City, Arizona at 14808 N. Boswell Boulevard, is a non-profit corporation organized and operating under the Laws of the State of Arizona. Its purpose is to glorify God and to promote the teachings of Jesus Christ through worship, education, evangelism, ministry, fellowship and stewardship.

## ARTICLE II – GOVERNANCE

### A. Local Governance

1. The governance of this Church is vested in its members who exercise the right of control in all its affairs, through its duly elected Executive Board and subject to laws of the State of Arizona relating to non-profits.
2. The Executive Board, as elected by Church membership, acts on behalf of the congregation between annual meetings.
3. The Executive Board may sell, mortgage, sue or be sued, or otherwise manage assets with the acknowledgment and permission of the congregation.

### B. Church Affiliation

This Church is a member of the Southwest Conference of the United Church of Christ (UCC) and is independent of UCC and accepts the responsibilities of mutual counsel and cooperation in that free association.

## ARTICLE III – MEMBERSHIP

Any person can apply for membership to this Church. Any person willing to journey with this Church may be received into membership at any service. The clergy may also receive members in instances when a person is unable to attend a service. Upon a member's request, that member's name will be removed from the membership roll and membership will be terminated.

## ARTICLE IV – CHURCH OFFICERS

The members of the Executive Board shall be the Church Officers.

### A. Executive Board

1. Executive Board shall include the following:
  - a. Executive Board Chairperson
  - b. Vice-Chair for Ministry
  - c. Vice-Chair for Operations
  - d. Treasurer
  - e. Member-at-Large
  - f. Pastor(s)
  - g. Executive Secretary (non-voting member) – Appointed by Executive Board
2. The Executive Board shall have ultimate responsibility for accomplishing the Church mission and assisting all Boards, Teams, Committees, and Work Groups in achieving their respective missions and objectives.

### B. Ministry Council

1. The Ministry Council shall include the Vice-Chair for Ministry and representatives from the following:
  - a. Worship Team
  - b. Care and Support Ministry Team
  - c. Lifelong Learning Team
  - d. Evangelism & Growth Team
  - e. Fellowship Team
  - f. Social Justice Leadership Team
  - g. Volunteer Engagement Committee
2. The Ministry Council shall be responsible for ministerial functions of the Church growing and developing peoples' faith and attracting new members.

### C. Operations Council

1. The Operations Council shall include the Vice Chair for Operations and representatives from the following:
  - a. Blessings Board
  - b. Board of Trustees
  - c. Personnel Board
  - d. Volunteer Engagement Committee
2. The Boards shall have authority in the acquisition and expenditure of time, talent and treasure.

D. Volunteer Engagement Committee

1. The Volunteer Engagement Committee shall be responsible for recruitment, orientation and recommendations of Church members to fill all elected and appointed positions.

**ARTICLE V - CHURCH STAFF**

A. The Church shall have the following pastoral staff:

1. Pastor(s)

B. The Church may hire a Director of Worship/Pastoral Assistant.

C. Other staff may be employed as necessary to conduct the business of the Church.

**ARTICLE VI – RATIFICATION**

A quorum consists of ten percent (10 %) of the Church membership. The ratification of the Constitution shall be done by two-thirds ( $\frac{2}{3}$ ) vote of Church membership present or a quorum in attendance at the annual or a special meeting. The initial approval and proposed changes to the Constitution must be available to membership at least two (2) weeks prior to the meeting.

**ARTICLE VII – AMENDMENTS**

Amendments to the Constitution may be proposed by the Executive Board or by Church members at either the annual meeting or a special meeting. Proposed amendments must be submitted in writing at least two (2) weeks prior to the meeting. Approval of amendments to the Constitution require a two-thirds ( $\frac{2}{3}$ ) approval vote of Church membership or a quorum in attendance at the annual or a special meeting.

**ARTICLE VIII – PARLIAMENTARY AUTHORITY**

*Robert's Rules of Order* shall be the authority for all matters of procedure not specifically covered by the Constitution.

## **ARTICLE IX – CONSTITUTIONAL INTERPRETATION**

Questions concerning the interpretation of this document shall be addressed by the Executive Board.

## **ARTICLE X - DISSOLUTION**

In the event of a dissolution, the Executive Board must formally propose and ratify a document of dissolution. A vote by the membership must follow. The Church's assets and all property of any kind and interest which it owns, including any device, bequests, gifts, or grants contained in any will or instrument, in trust or otherwise, be made before or after such dissolution shall be transferred to and vested in the Southwest Conference of the United Church of Christ or its successors.

# BYLAWS

## ARTICLE I – CHURCH OFFICERS

The members of the Executive Board shall be made up of Church officers.

### A. Executive Board

1. The Executive Board shall include the following:
  - a. Executive Board Chair
  - b. Vice-Chair for Ministry
  - c. Vice-Chair for Operations
  - d. Treasurer
  - e. Member-at-Large
  - f. Pastoral Staff
  - g. Executive Secretary (non-voting member) – Appointed by Executive Board
2. The Executive Board shall have ultimate responsibility for accomplishing the church mission and assisting all Boards, Teams, Committees, and Work Groups in achieving their respective missions and objectives.
3. The Executive Board may use up to 10% of the current year's budget from Reserve funds without congregational approval.
4. The Executive Board will appoint a Pastoral Relations Sub-Committee.
5. The five (5) Executive Board members shall be elected to a term of one (1) year at the annual meeting and, except for the position of Treasurer, are eligible for reelection not to exceed three (3) terms.
6. The Outgoing Chair of the Executive Board may sit on the Executive Board as a non-voting advisor.
7. The Executive Board shall select (by consensus) which elected individuals shall fill the roles of Executive Chair, Vice-Chair for Ministry, Vice-Chair for Operations and Member-at-Large.
  - a. The Executive Chair prepares agendas, convenes meetings, facilitates discussions, and calls for votes when necessary and serves as chair of the Volunteer Engagement Committee.
  - b. Vice-Chair for Ministry shall serve as Chair in the absence of the Executive Chair and serve as a Chair OF the Ministry Council.
  - c. Vice-Chair for Operations shall serve as Chair in the absence of the Executive Chair and Vice-Chair for Ministry and serve as Chair of the Operations Council.
  - d. Member-at-large serves as a liaison to the general membership to receive input, provide feedback, and become a spokesperson for members as necessary.
  - e. The Executive Secretary shall keep the minutes of the Church and the Executive Board proceedings.
8. The Executive Board shall meet monthly unless modified by consent.



9. A quorum for the transaction of business at a meeting of the Executive Board shall be two-thirds (2/3) of its members or designees.

## B. Ministry Council

1. The Ministry Council, appointed by the Executive Board, shall be responsible for ministerial functions of the church including growing and developing of peoples' faith, caring and supporting members attracting new members, and promoting social justice. The Ministry Council shall be composed of representatives of the following:
  - a. Worship Team
  - b. Care & Support Ministry Team
  - c. Evangelism & Growth Team
  - d. Lifelong Learning Team
  - e. Fellowship Team
  - f. Social Justice Leadership Team
  - g. Volunteer Engagement Committee
2. The Ministry Council shall be chaired by the Executive Board Vice-Chair for Ministry. A secretary will be selected from members for the purpose of recording meeting minutes.
3. The Ministry Council's main function shall be to facilitate communication and coordination of activities of Council Teams.
4. Meetings shall be held quarterly unless modified by consent.
5. The Ministry Council shall receive and consolidate Team members' annual reports to be included in the Church's Annual Report.
6. Refer to the procedure manual for specific functions and duties.

### a. Worship Team

- 1) The Worship Team shall oversee and lead the programs of the Church that shows devotion and admiration to the Lord through praise and music. "It is good to praise the Lord and make music to your name, O Most High" Psalm 92:1. Their functions shall include but not be limited to the following:
  - a) Sanctuary prep and Worship
  - b) Deacons (Ushers, Greeters)
  - c) Digital/Technical Services
  - d) Choir(s)
  - e) Transportation Services (Bus) /scheduling only
- 2) The Worship Team shall consist of at least three (3) members submitted by the Volunteer Engagement Committee and appointed by the Executive Board.
- 3) The length of service shall be from one (1) to three (3) years with re-appointments annually, not to exceed six (6) consecutive years.
- 4) The Worship Team shall select a Chair and secretary for recording minutes of meetings.
- 5) The Chair or a representative of the Worship Team shall serve on the Ministry Council.

- 6) Meetings shall be held quarterly unless modified by consent.
- 7) The Pastor(s) shall be ex-officio members of the Team.
- 8) The Worship Team shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
- 9) The Worship Team will work collaboratively with the other teams on the Ministry Council to assist the Church in achieving its mission of “Sharing God’s Unconditional Love, Justice and Extravagant Welcome”.
- 10) The Worship Team shall submit an annual written report to the Ministry Council for inclusion in the Church’s Annual Report.
- 11) Refer to the procedure manual for specific functions and duties.

b. Care & Support Ministry Team

- 1) The Care & Support Ministry Team shall oversee and lead the programs of the Church that provide understanding and support for missions and care programs internally and locally, that furthers the work of Jesus Christ (Being the Palms of Jesus). These may include but are not limited to the following:
  - a) Care and Support Ministry Team
  - b) Welcoming/Inclusive/Supportive/Engaged (W.I.S.E.) Team for Mental Wellness
- 2) The Care & Support Ministry Team shall consist of at least three (3) members selected from a list of volunteers submitted by the Volunteer Engagement Committee and appointed by the Executive Board.
- 3) The length of service shall be from one (1) to three (3) years with reappointments annually, not to exceed six (6) consecutive years.
- 4) The Care & Support Ministry Team shall select a Chair for the purpose of conducting meetings and a secretary for recording meeting minutes.
- 5) The Chair or a representative of the Care & Support Ministry Team shall serve on the Ministry Council.
- 6) Meetings shall be held monthly unless modified by consent.
- 7) The Pastoral Staff shall be ex-officio members of the Team.
- 8) The Care & Support Ministry Team shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
- 9) The Care & Support Ministry Team shall work collaboratively with the other Ministry Council Teams to assist the Church in achieving its mission of “Sharing God’s unconditional love, justice and extravagant welcome.”
- 10) The Care & Support Ministry Team shall submit an annual written report to the Ministry Council for inclusion in the Church’s Annual Report.
- 11) Refer to the Procedural Manual for specific functions and duties.

c. Evangelism & Growth Team

- 1) The Evangelism & Growth Team shall oversee and lead the programs of the Church that spread and share the message and teachings of Jesus Christ, providing an extravagant welcome to all. These shall include but not limited to the following:
  - a) Media Productions
  - b) Welcome Center
  - c) New Member Orientation
  - d) Spaulding Memorial Thanksgiving
  - e) Bring a Friend Sunday
- 2) The Evangelism & Growth Team shall consist of at least three (3) members submitted by the Volunteer Engagement Committee and appointed by the Executive Board.
- 3) The length of service shall be from one (1) to three (3) years with reappointments annually, not to exceed six (6) consecutive years.
- 4) The Evangelism & Growth Team shall select a Chair and secretary for recording meeting minutes.
- 5) The Chair or a representative of the Evangelism & Growth Team shall serve on the Ministry Council.
- 6) Meetings shall be held quarterly unless modified by consent.
- 7) The Pastor(s) shall be ex-officio members.
- 8) The Evangelism & Growth Team shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
- 9) The Evangelism & Growth Team shall work collaboratively with the other Ministry Council Teams to assist the Church in achieving its mission of "Sharing God's unconditional love, justice and extravagant welcome".
- 10) The Evangelism & Growth Team shall submit an annual written report to the Ministry Council for inclusion in the Church's Annual Report.
- 11) Refer to the Procedural Manual for specific functions and duties.

d. Lifelong Learning Team

- 1) The Lifelong Learning Team shall coordinate programs/activities that support the Christian Statement of Faith and Purpose of the Church. These shall include, but are not limited to:
  - a) Classes / Events / Programs
  - b) Retreats / Seminars
  - c) Interreligious / Ecumenical Events
- 2) The Lifelong Learning Team shall consist of at least three (3) members submitted by the Volunteer Engagement Committee and appointed by the Executive Board.

- 3) The length of service shall be from one (1) to three (3) years with reappointments annually, not to exceed six (6) consecutive years.
- 4) The Lifelong Learning Team shall select a Chair and secretary for recording meeting minutes.
- 5) The Chair or a representative of the Lifelong Learning Team shall serve on the Ministry Council.
- 6) Meetings shall be held quarterly unless modified by consent.
- 7) The Pastor(s) shall be ex-officio members of the Team.
- 8) The Lifelong Learning Team shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
- 9) The Lifelong Learning Team shall work collaboratively with the other teams on the Ministry Council to assist the Church in achieving its mission of "Sharing God's Unconditional Love, Justice and Extravagant Welcome."
- 10) The Lifelong Learning Team shall submit an annual written report to the Ministry Council for inclusion in the Church's Annual Report.
- 11) Refer to the procedure manual for specific functions and duties.

e. Fellowship Team

- 1) The Fellowship Team shall oversee and lead the programs of the Church which promotes and organizes the sharing of God's love with and for one another. These shall include, but are not limited to:
  - a) Sunday Fellowship Hour
  - b) Social Events
  - c) Needles and Pins
  - d) Fellowship & Discussion Groups
- 2) The Fellowship Team shall consist of at least three (3) members submitted by the Volunteer Engagement Committee and appointed by the Executive Board.
- 3) The length of service shall be from one (1) to three (3) years with reappointments annually, not to exceed six (6) consecutive years.
- 4) The Fellowship Team shall select a Chair and secretary for recording meeting minutes.
- 5) The Chair or a representative of the Fellowship Team shall serve on the Ministry Council.
- 6) Meetings shall be held quarterly unless modified by consent.
- 7) The Pastor(s) shall be ex-officio members.
- 8) The Fellowship Team shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
- 9) The Fellowship Team shall work collaboratively with the other teams on the Ministry Council to assist the Church in achieving its mission of "Sharing God's Unconditional Love, Justice and Extravagant Welcome."

- 10) The Fellowship Team shall submit an annual written report to the Ministry Council for inclusion in the Church's Annual Report.
- 11) Refer to the Procedural Manual for specific functions and duties.

f. Social Justice Leadership Team

- 1) The Social Justice Leadership Team shall encourage and support social justice initiatives of interest to members of the congregation which are consistent with the broader mission of the Church, and which have sufficient volunteer commitment, and financial support to be sustained over time. The Social Justice Leadership Team shall assist with the coordination of events, volunteer recruitment, fundraising activities and donation drives to support the social justice ministries of the Church. Social Justice Ministries may include but are not limited to the following:
  - a) LGBTQ+ Equity
  - b) Othering & Belonging
  - c) Creation Justice
  - d) Criminal Justice/Prison Ministry
  - e) Homelessness
  - f) Palestinian Human Rights
  - g) Immigration & Refugees
  - h) Neighboring-in-need
  - i) Legislative Advocacy for all the above
- 2) The Social Justice Leadership Team shall consist of at least ten members submitted by the Volunteer Engagement Committee and appointed by the Executive Board.
- 3) The length of service shall be the length of time the individual is able and ready to serve in the leadership capacity of the particular ministry team he/she leads.
- 4) The Social Justice Leadership Team shall select a Chair for the purpose of preparing agendas, conducting meetings, and coordinating communication between the various social justice ministries of the church.
- 5) The Social Justice Leadership shall select a secretary for recording meeting minutes.
- 6) The Chair or a representative of the Social Justice Leadership Team shall serve on the Ministry Council.
- 7) Meetings shall be held a minimum of eight (8) times a year unless there is mutual agreement to modify this schedule.
- 8) The Social Justice Leadership Team shall work collaboratively with the other Ministry Council teams.
- 9) The Social Justice Leadership Team shall submit an annual written report to the Ministry Council for inclusion in the Church's Annual Report.
- 10) Refer to the Procedural Manual for specific functions and duties.

## C. Operations Council

1. The Operations Council, elected by the Church congregation, has the authority in the acquisition and expenditure of time, talent and treasure. The Operations Council shall include the Vice Chair for Operations, Treasurer, Volunteer Engagement Committee representative and a representative of the following:
  - a. Blessings Board
  - b. Board of Trustees
  - c. Personnel Board
2. Meetings shall be held quarterly unless modified by consent.
3. The Operations Council shall be chaired by the Executive Board Vice-Chair for Operations. A secretary will be selected from members for the purpose of recording meeting minutes.
4. The Pastoral Staff shall be ex-officio members of the Operations Council.
5. The Operations Council shall receive and consolidate Boards' annual reports to be included in the Church's Annual Report.

### a) Blessings Board

- 1) The Blessings Board shall provide leadership and guidance in the acquisition and distribution of donations/contributions of time, talent, and treasure to the church. The Blessings Board shall establish standing committees, ad-hoc committees, task forces, including non-board members, as necessary to achieve the following:
  - a) Development of annual budget
  - b) Managing church investments
  - c) Distribution of Mission Funds
  - d) Managing distribution of memorial gifts
  - e) Assisting with fund raising activities
  - f) Providing oversight of "Why I love my church" campaign
  - g) Promote special offerings
- 2) The Blessings Board shall consist of the Treasurer (ex-official member), and at least six (6) members elected at the annual meeting.
- 3) The length of service shall be from one (1) to three (3) years not to exceed six (6) consecutive years.
- 4) The Blessings Board shall select a Chair and secretary for recording meeting minutes.
- 5) The Chair or a representative of the Blessings Board shall serve on the Operations Council.
- 6) Meetings shall be held quarterly unless modified by consent.
- 7) The Pastoral staff shall be ex-officio members.
- 8) The Blessings Board shall work collaboratively with the other boards on the Operations Council and teams of the Ministry Council to assist the Church in achieving its mission of "Sharing God's Unconditional Love, Justice and Extravagant Welcome."

- 9) A member of the Blessings Board shall attend meetings of the Ministry Council.
- 10) The Blessings Board shall submit an annual written report to the Operations Council for inclusion in the Church's Annual Report.
- 11) Refer to the Procedural Manual for specific functions and duties.

b) Board of Trustees

- 1) The Board of Trustees shall provide oversight of the Church property and grounds. Responsibilities include, but are not limited to:
  - a) Church property & grounds
  - b) Security & insurance
  - c) Use of church facilities
  - d) Maintenance of church vehicles
- 2) The Board of Trustees shall consist of at least three (3) members elected at the annual meeting.
- 3) The length of service shall be from one (1) to three (3) years not to exceed six (6) consecutive years.
- 4) The Board of Trustees shall select a Chair and secretary for recording meeting minutes.
- 5) The Chair or a representative of the Board of Trustees shall serve on the Operations Council.
- 6) Meetings shall be held quarterly unless modified by consent.
- 7) The Pastor(s) shall be ex-officio members.
- 8) The Board of Trustees shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
- 9) The Board of Trustees shall work collaboratively with the other teams on the Operations Council to assist the Church in achieving its mission of "Sharing God's Unconditional Love, Justice and Extravagant Welcome."
- 10) The Board of Trustees shall submit an annual written report to the Operations Council for inclusion in the Church's Annual Report.
- 11) Refer to the Procedural Manual for specific functions and duties.

c) Personnel Board

- 1) The Personnel Board shall manage and oversee the Personnel Policies of the Church, ensuring that they are in compliance with all laws and ethical guidelines. Responsibilities include, but are not limited to:
  - a) Conduct annual evaluations of staff
  - b) Oversee hiring and termination of non-pastoral staff
  - c) Monitor compensation of staff to ensure fair and equitable salaries and wages
  - d) Establish a Pastoral Search Committee when needed
  - e) Maintain the Personnel Policy Manual.
- 2) The Personnel Board shall consist of at least three (3) members elected at the annual meeting.
- 3) The length of service shall be from one (1) to three (3) years not to exceed six (6) consecutive years.
- 4) The Personnel Board shall select a Chair and secretary for recording meeting minutes.
- 5) The Chair or a representative of the Personnel Board shall serve on the Operations Council.
- 6) Meetings shall be held quarterly unless modified by consent.
- 7) The Pastor(s) shall be ex-officio members.
- 8) The Personnel Board shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
- 9) The Personnel Board shall work collaboratively with the other teams on the Operations Council to assist the Church in achieving its mission of "Sharing God's Unconditional Love, Justice and Extravagant Welcome."
- 10) The Personnel Board shall submit an annual written report to the Operations Council for inclusion in the Church's Annual Report.
- 11) Refer to the Procedural Manual for specific functions and Duties.



#### D. Volunteer Engagement Committee

1. The Volunteer Engagement Committee shall be responsible for recruitment, orientation and recommendation of Church members to fill all elected and appointed positions for the Teams and Boards which are represented on the Ministry and Operations Councils. The members of the Volunteer Engagement Committee, who are elected at the annual meeting, shall include as a minimum of the following:
  - a. A minimum of four (4) Church members
  - b. Executive Board Chair
  - c. Pastor(s)
2. Their duties shall include but not limited to:
  - a. Make recommendations to the Executive Board individuals to fill vacated position as they arise.
  - b. Recruit & provide orientation for Board and Team members represented on the Church Councils.
  - c. Maintain an active list of potential Board and Team members.
  - d. Assist the Church Councils in filling positions on standing committees, ad-hoc committees, task forces, and work groups.
3. Members will be elected to serve from one (1) to three (3) years not to exceed six (6) consecutive years.
4. The Volunteer Engagement Committee shall select a secretary for recording meeting minutes.
5. The Chair shall be the Executive Board Chair.
6. Meetings shall be held quarterly unless modified by consent.
7. The Pastor(s) shall be ex-officio members.
8. The Volunteer Engagement Committee shall establish standing committees, ad-hoc committees, task forces, including non-team members, as necessary to achieve the purpose and mission of the Church.
9. The Volunteer Engagement Committee shall work collaboratively with the other teams on the Operations Council to assist the Church in achieving its mission of "Sharing God's Unconditional Love, Justice and Extravagant Welcome."
10. The Volunteer Engagement Committee shall work collaboratively with other groups that are part of the Ministry Council to assist the church in "growing and developing people's faith and attracting new members."
11. The Volunteer Engagement Committee shall submit an annual written report to the Executive Board for inclusion in the Church's Annual Report.
12. Refer to the Procedural Manual for specific functions and duties.

## **ARTICLE II - RATIFICATION**

The ratification of the ByLaws will be done by two-thirds ( $\frac{2}{3}$ ) vote of Church membership present or a quorum of ten percent (10 %) of church membership at the annual or special meeting. Proposed ByLaws must be available to membership at least 2 weeks prior to the meeting.

## **ARTICLE III - AMENDMENTS**

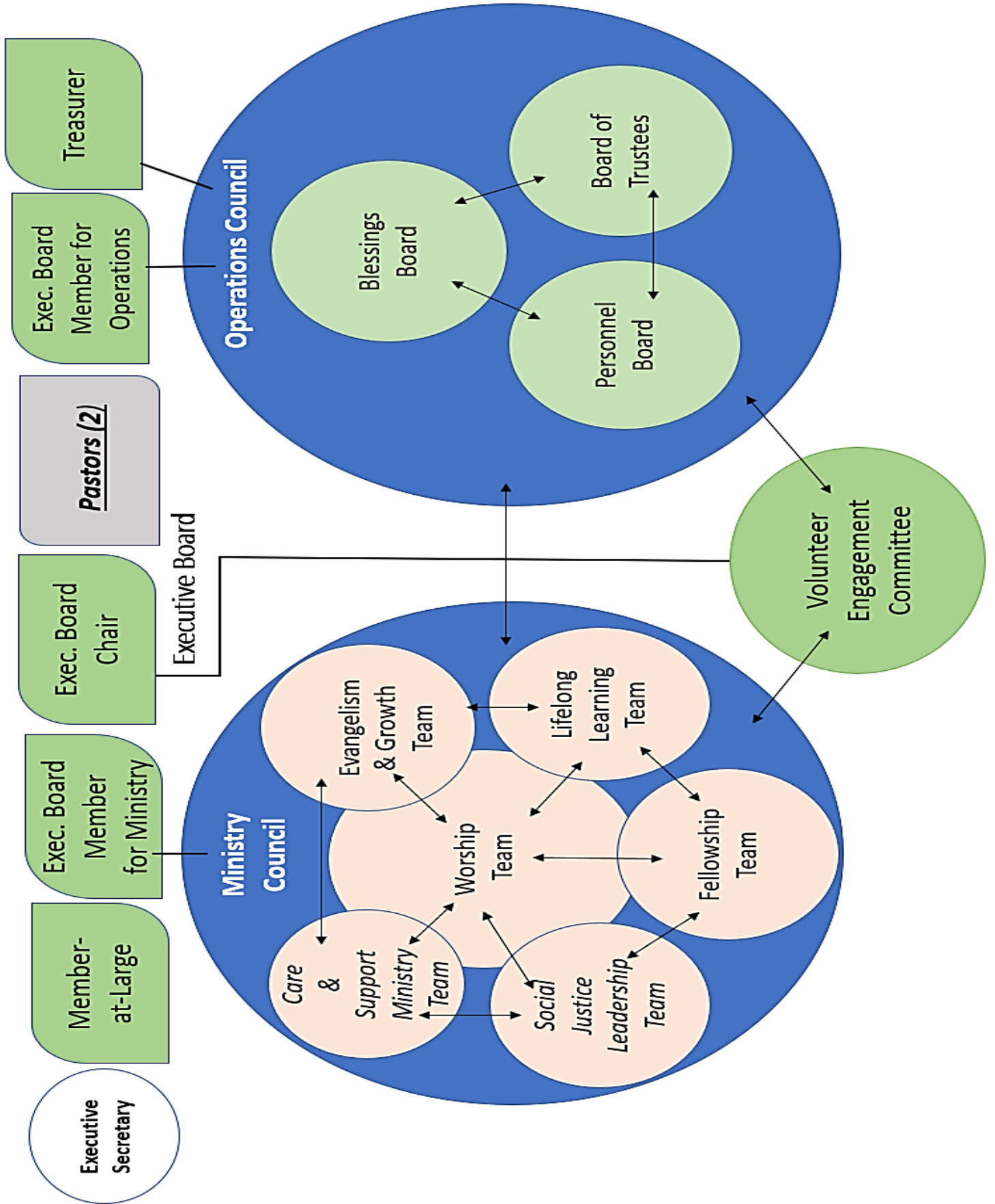
ByLaws may be adopted, amended or replaced by two-thirds ( $\frac{2}{3}$ ) vote of the Executive Board or a quorum of ten percent (10%) of Church members at either the annual or a special meeting. Proposed amendments must be submitted in writing at least two (2) weeks prior to the meeting. In the event of a disputed ByLaw change between the Executive Board and Church members, the vote of the church members shall prevail.

## **ARTICLE IV – PARLIAMENTARY AUTHORITY**

*Robert's Rules of Order* will be the authority for all matters of procedure not specifically covered by the ByLaws.

## **ARTICLE V – BYLAWS INTERPRETATION**

Questions concerning the interpretation of the ByLaws will be decided by the Executive Board.



## Ministry Council Teams

Sharing God's Unconditional Love, Justice, and Extravagant Welcome

### Care & Support Ministry Team

- Care Team
- W.I.S.E Team for Mental Wellness

### Worship Team

- Sanctuary Prep & Worship
- Choirs
- Deacons (Ushers & Greeters)
- Digital/Technical Service
- Transportation (bus)

### Evangelism & Growth Team

- Media Promotion
- Welcome Center
- New Member Orientation
- Spaulding Memorial
- Community Thanksgiving
- Bring a Friend Sunday

### Social Justice Leadership Team

- LGBTQ+
- Homeless Ministry
- Creation Justice
- Refugees
- Criminal Justice
- Neighbors in Need
- Othering & Belonging
- Palestinian Human Rights

### Fellowship Team

- Sunday Fellowship Hour
- Social Events
- Needles & Pins
- Fellowship & Discussion Groups

### Lifelong Learning Team

- Classes
- Events
- Programs
- Retreats/Seminars
- Interreligious/Ecumenical Activities

## Operations Council Boards

Utilizing our God given Time, Talent & Treasure

### Blessings Board

- Prepares and monitors annual budget
- Distributes benevolence funds
- Manages church investments
- Promotes estate giving
- Manages memorial gift
- Oversees stewardship campaign
- Oversees fundraising activities

### Board of Trustees

- Oversees church property and grounds
- Oversees security and insurance
- Oversee the use of church facilities
- Oversees vehicle maintenance

### Personnel Board

- Maintains Personnel Policy Manual
- Conducts annual evaluations of staff
- Oversees hiring and termination of non-pastoral staff
- Establishes a Pastoral Search Committee
- Monitors compensation of staff to ensure fair and equitable salaries & wages

## **Volunteer Engagement Committee**

### **Chaired by the Executive Board Chair**

- Recruits, orients and recommends Board members for election and Team members for appointment.
- Recommends individuals to fill vacated positions as they arise.
- Maintains an active list of potential Board and Team members.
- Assists the Ministry & Operations Councils in filling positions on standing committees, ad-hoc committees, task forces, and work groups.