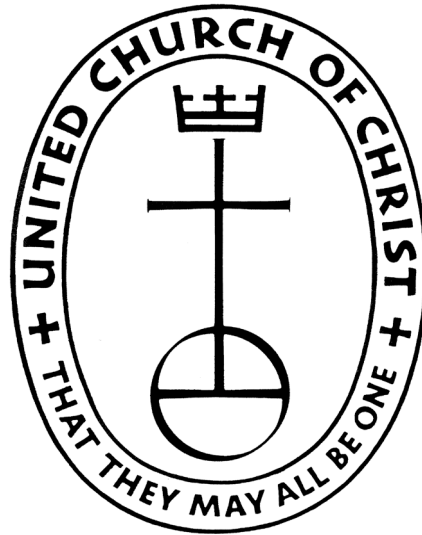


The Constitution  
and  
The Bylaws

United Church of Chapel Hill,  
United Church of Christ



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Chapel Hill, NC 27514-6605

919-942-3540

[www.unitedchurch.org](http://www.unitedchurch.org)

## **CONSTITUTION**

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Article III Statement of Faith

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Article V Membership

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### **Supporting Documents**

Supporting documents for reference are not part of the Constitution or Bylaws and instead are simply helpful learning tools for the staff, leadership and the congregation. Supporting Documents as of 10/25/2015 include: Glossary for UCCH Constitution and Bylaws, Operating Responsibilities for each board, the Personnel Policy, and the Safe Conduct Policy.

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CONSTITUTION  
of the  
UNITED CHURCH OF CHAPEL HILL  
Chapel Hill, N.C.

ARTICLE I

Name

The name of this church (incorporated as United Church of Chapel Hill, North Carolina, {Christian-Congregational}, Incorporated) shall be the UNITED CHURCH OF CHAPEL HILL. It is a congregation of the UNITED CHURCH OF CHRIST.

ARTICLE II

Purpose

This church seeks to unite followers of Jesus Christ for the purpose of worshiping God and of making God's will manifest in the lives of people, especially as that will is set forth in the life and teachings of Jesus Christ. Worship is central to the common life of the church.

ARTICLE III

Statement of Faith

Members of this church shall have the undisturbed right to follow the will of God according to the dictates of each member's own conscience enlightened by the Holy Spirit. The Statement of Faith of the United Church of Christ, appended to this Constitution, is not a test of faith, but an expression of the spirit in which the church interprets the will of God.

ARTICLE IV

Polity

The governance of this church is vested in its active members, who have the right to vote and exercise control in all its affairs, subject in legal matters to the laws of the State of North Carolina. All elective officers and board members must be active members of the church. While this church is not under the authority of an ecclesiastical body, it accepts the obligations of mutual counsel, comity, and cooperation involved in being a congregation of the United Church of Christ and pledges to share in its common aims and work.

ARTICLE V

Membership

The members of this church shall be baptized Christians who publicly enter into covenant with the congregation of this church and present themselves through (a) Confirmation of baptismal vows, (b) confession of faith through baptism, (c) reaffirmation of faith, or (d) transfer of church membership letter.

ARTICLE VI

Organization

Section 1. Officers

The officers of this church shall be the Moderator, the Assistant Moderator, the Treasurer, and the Clerk.

Section 2. Church Council

The Congregation entrusts the oversight of the church to the Church Council. The Church Council represents the Congregation when the Congregation is not in session (see Article VII, "Congregational Meeting"). All matters of major policy shall be subject to the Church Council's approval, but the actions of that

1 body are accountable to the Congregational Meeting.

2

3 Section 3. Boards

4 The Boards of this church shall be such as the Church Council may recommend and the congregation shall  
5 approve.

6

7 Section 4. Committees

8 The Moderator, Church Council and the Boards may each, in carrying out their responsibilities, appoint  
9 committees for specific purposes. These committees may include members and friends of the congregation who  
10 are not members of the appointing body. A majority of each committee responsible for decisions materially  
11 affecting church personnel or that commit the congregation to legal or financial obligations shall be active  
12 members. Appointment of such a committee does not relieve the appointing body of its responsibilities.

13

14 Section 5. Staff

15 The church staff shall consist of such persons as the Church Council deems necessary to carry on the  
16 ministry and programs of the church.

17

18

19 ARTICLE VII

20 Congregational Meetings

21 A quorum for the Congregational Meeting shall be 10% of the number of active members, according to the most  
22 recent census certified by the Board of Deacons. Congregational Meetings will be conducted in accordance with  
23 parliamentary procedure, and a parliamentarian may be appointed by the Church Council.

24

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26 ARTICLE VIII

27 Bylaws and Amendments

28 Bylaws shall be established to govern the day-to-day operations of the Church. This Constitution may be  
29 amended by a two-thirds vote of active members present at any Congregational Meeting called for that purpose,  
30 provided that the exact text of the amendment is made available and notice of the meeting shall have been  
31 mailed and/or electronically communicated to active members of the church at least three weeks prior to the  
32 meeting.

33

1 **United Church of Christ Statement of Faith—adapted by Robert V. Moss**

2  
3 We believe in God, the Eternal Spirit, who is made known to us in Jesus our brother,  
4 and to whose deeds we testify:

5  
6 God calls the worlds into being,  
7 creates humankind in the divine image,  
8 and sets before us the ways of life and death.

9  
10 God seeks in holy love to save all people from aimlessness and sin.

11  
12 God judges all humanity and all nations  
13 by that will of righteousness declared through prophets and apostles.

14  
15 In Jesus Christ, the man of Nazareth, our crucified and risen Lord,  
16 God has come to us and shared our common lot,  
17 conquering sin and death  
18 and reconciling the whole creation to its Creator.

19  
20 God bestows upon us the Holy Spirit,  
21 creating and renewing the church of Jesus Christ,  
22 binding in covenant faithful people of all ages, tongues, and races.

23  
24 God calls us into the church  
25 to accept the cost and joy of discipleship,  
26 to be servants in the service of the whole human family,  
27 to proclaim the gospel to all the world and resist the powers of evil,  
28 to share in Christ's baptism and eat at his table,  
29 to join him in his passion and victory.

30  
31 God promises to all who trust in the gospel  
32 forgiveness of sins and fullness of grace,  
33 courage in the struggle for justice and peace,  
34 the presence of the Holy Spirit in trial and rejoicing,  
35 and eternal life in that kingdom which has no end.

36  
37 Blessing and honor, glory and power be unto God.

38  
39 Amen.  
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1 BYLAWS

2  
3 ARTICLE I  
4 Membership

5  
6 Section 1. Classification of Membership

- 7 a. **Active (Voting) Member:** a Member who, when able, regularly attends the weekly service of worship,  
8 regularly contributes to the budgets of the church, or participates in the life and work of the congregation.  
9 Active Members are eligible to serve as elective officers and board members and to vote in Congregational  
10 Meetings.  
11 b. **Inactive (Non-voting) Member:** a Member who, for the previous 12 months, has not met any of the  
12 requirements for active membership described in Article 1, Section 1.a. An Inactive Member may request a  
13 letter of transfer, but may not vote in Congregational Meetings, serve as an elective officer or board  
14 member, or otherwise exercise control in the affairs of the church.  
15

16  
17 Section 2. Reception of New Members

18 New members shall be received at a worship service, at which time they shall be presented to the congregation  
19 by a Pastor and a member of the Board of Deacons, and shall enter into covenant with other members of the  
20 church.  
21

22  
23 Section 3. Termination or Reclassification of Membership

- 24 a. A member may be granted a Letter of Transfer to a church which he or she wishes to join, upon his or her  
25 request or upon the request of that church. The Letter of Transfer must include the name of the receiving  
26 church.  
27 b. A member may ask to be released from membership. The membership shall then terminate and the  
28 member's name shall be removed from the register of the church.  
29 c. An inactive member may seek reclassification as an active member under the process described in Article 1,  
30 Section 4.  
31

32  
33 Section 4. Process for Maintaining a Census of Active Members

34 By February 1 of each calendar year, the Deacons shall complete a census of the membership of the church in  
35 which they identify members who, for the previous calendar year, have not participated in the life and work of  
36 the church (whether through regular attendance of worship services, contribution to the budgets of the church, or  
37 participation in other educational, service, or other programs of the church) and therefore may be moved to  
38 inactive member status. The Deacons shall send (or direct the appropriate church staff member to send) a  
39 physical or electronic letter to the inactive members notifying them of their inactive status and describing how to  
40 request active status.  
41

42 By April 1 of each calendar year, the Deacons shall deliver this census of active members to Church Council  
43 and church office staff. This census shall serve as the certified list of Active Members who are eligible to vote  
44 and to serve as elective officers and board members and shall be updated throughout the year. If the Deacons are  
45 unable to deliver a new certified list by April 1, then the most recently certified census will be effective until the  
46 new list is delivered to Church Council. Church Council may request an updated certified census that reflects  
47 joining of new members or the letter of transfer or death of previous members prior to any Congregational  
48 Meeting or nominations process.  
49

50 Inactive Members may request renewal of their active member status by sending a written (physical or  
51 electronic) request to the Deacons, who shall decide whether to grant active status at their sole discretion within  
52 45 days of receiving the request and shall notify the requestor of the result of the request within 7 days of the  
53 decision. Deacons shall refer to the requirements of Active Members (described in Article I, Section 1.a. above)  
54 in deciding these cases.

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ARTICLE II  
Officers

Section 1. Moderator

The Moderator shall chair all Congregational Meetings and shall chair the Church Council. The Moderator may appoint committees and shall be responsible for dismissing such committees at the termination of their assignments. To be eligible to be nominated and to serve as Moderator, a person shall have been an active member of the Church for at least the two years immediately preceding the starting date of the term for which the election is to be held. The Moderator's term of office shall be two years, and a Moderator may not serve successive terms. However, a Moderator may serve any number of non-successive terms.

Section 2. Assistant Moderator

The Assistant Moderator shall perform the duties of the Moderator when the Moderator is absent or otherwise unable to discharge those duties. The Assistant Moderator shall have the same term of office as the Moderator. The Assistant Moderator shall chair the Personnel Policy Committee.

Section 3. Treasurer

- a. The Treasurer shall be elected for a term of one year and may hold any number of successive terms.
- b. The Treasurer shall be a voting member of the Board of Trustees.
- c. The Treasurer shall be responsible to:
  - (1) Pay all bills of the church on standing or special instructions from the Board of Trustees.
  - (2) Report the financial operations and conditions of the church at least once per year and whenever requested by the Board of Trustees.
  - (3) Serve as custodian of all securities and other valuable papers and records relating to properties of the church.
- d. One or more Assistant Treasurer(s) may be appointed by the Church Council to assist the Treasurer and act in the Treasurer's stead when the Treasurer is absent or otherwise unable to perform the duties of the Treasurer. The Assistant Treasurer shall be appointed for a term of one year and may hold any number of successive terms. The Assistant Treasurer(s) shall be responsible to do or oversee:
  - (1) The recording of all church funds and deposits in such manner as the Board of Trustees shall direct.
  - (2) Notification to contributors as to the status of their pledge payments at regular intervals.
- e. The Treasurer and Assistant Treasurer(s) shall be bonded.
- f. The Treasurer shall arrange for an annual independent report on accounting procedures, accounts, and investments by an external CPA firm.

Section 4. Clerk

- a. The Clerk shall be elected for a term of one year and may serve any number of successive terms.
- b. The Clerk shall keep an accurate record of all the proceedings of the Congregational Meetings of the church, keep the minutes of the meetings of the Church Council, and submit these records to the appropriate staff member. The Clerk shall certify official votes of the Congregational Meetings.
- c. The Clerk shall, with the assistance of the Senior Pastor(s), ensure that the Board of Deacons and office staff maintain a register of all members of the church and issue on request letters of transfer of membership.

ARTICLE III  
Church Council

Section 1. General Attributes

- a. The Church Council shall, in consultation with the appropriate Boards, be responsible for the entire



1 program and functioning of the church and shall coordinate its activities and calendar. All matters of major  
2 policy shall be subject to its approval, but the actions of the Church Council shall be subject to the approval  
3 of the church membership, which has the final authority.

- 4 b. The Church Council shall be composed of all the church officers, Chairs of the Boards or a designated  
5 representative (one vote per board), four members-at-large, and the Senior Pastor(s) (ex-officio with vote).
- 6 c. The members-at-large shall consist of four members, two members to be elected each year. Members shall  
7 be elected for a term of two years and shall not be eligible to succeed themselves.
- 8 d. The Moderator shall serve as Chair of the Church Council.
- 9 e. A member-at-large of the Church Council who is unable to attend its meetings regularly should resign so  
10 that a replacement may be appointed. In order to assist in securing full attendance and participation,  
11 absence without cause from three consecutive meetings shall result in automatic termination of Church  
12 Council membership.
- 13 f. The Church Council shall meet at least nine times a year. Special meetings may be called by the Senior  
14 Pastor(s) or the Moderator or by any five members of the Church Council.

## 17 Section 2. General Provisions

- 18 a. The fiscal year shall run from January 1 to December 31. The annual financial report of the preceding fiscal  
19 year shall be available to members of the congregation on request.
- 20 b. The program year for all boards, committees and organizations shall run from July 1 to June 30.
- 21 c. Congregational Meetings
  - 22 (1) The Annual Meeting shall be held in May or June of each year at a time to be designated by the Church  
23 Council. The purpose of this meeting shall be (1) to receive reports of the previous year's operations  
24 from officers, boards and organizations of the church; (2) to act upon the report of the Nominating  
25 Committee, and elect officers and Church Council and Board members; and (3) to consider such other  
26 matters that may come before the meeting by recommendation of the Church Council.
  - 27 (2) The Budget Meeting shall be held not later than the second Sunday in December, at a time designated  
28 by the Church Council.
  - 29 (3) Special Congregational Meetings may be called by the Senior Pastor(s), the Moderator, Church Council,  
30 or by the Clerk upon the written request of any eleven active members of the church specifying the  
31 reasons for which the meeting is to be called. Such meetings must be preceded by a notice published in  
32 the bulletin, a notice mailed or electronically communicated to each active member, and announced  
33 from the pulpit on each of the three Sundays prior to the meeting.
  - 34 (4) Active members of the congregation may request that an issue be included on the agenda of a  
35 Congregational Meeting by submitting to the Moderator a written (physical or electronic) request at  
36 least one (1) month prior to the announced date of the Congregational Meeting. The Moderator shall  
37 bring the issue before the Church Council to determine via majority vote (in person or electronically)  
38 whether to include the issue on the published agenda for the Congregational Meeting.

## 41 Section 3. General Responsibilities

- 42 a. Not later than March 15, the Church Council shall serve as, or form, the Nominating Committee which  
43 shall:
  - 44 (1) canvass those officers and Board members whose terms do not expire and who have been absent  
45 from one-third or more of the meetings to ensure that they are willing and able to continue to serve;
  - 46 (2) make the Congregation aware of the nomination process and opportunities to participate; and
  - 47 (3) publish the report of the Committee one week before the Annual Meeting.
- 48 b. The Church Council shall fill any vacancies that may occur among Board members or officers of the church.  
49 The person appointed shall serve out the unexpired term; if this is more than half the term, it shall, for  
50 purposes of eligibility for re-election, be considered a full term.
- 51 c. The Church Council shall, as the need arises, appoint delegates or representatives to those boards and  
52 organizations to which the church has a responsibility, including: official delegates, and alternates when  
53 necessary, to the Annual Meeting of the Southern Conference of the United Church of Christ and to the  
54 Eastern North Carolina Association of the Southern Conference.

- 1 d. The Church Council shall be responsible for:  
2 (1) Calling the Budget Meeting of the congregation and the Annual Meeting of the congregation.  
3 (2) Appointing a Pastoral Search Committee when a vacancy occurs in the position of Senior Pastor(s).  
4 (3) Performing an annual review and making recommendations annually on the compensation packages  
5 of the Senior Pastor(s) and periodically reviewing the Letter(s) of Agreement.  
6 (4) Securing pulpit supply when necessary.  
7 (5) Establishing a Pastoral Relations Committee to support and advise the Senior Pastor(s).  
8 (6) Approving Position Descriptions for all ministerial and program staff and forming a Personnel  
9 Policy Committee to advise the Senior Pastor on issues regarding staff hiring and termination, staff  
10 organization, staff compensation, and Letters of Agreement. The Personnel Policy Committee will  
11 make recommendations to Council regarding Personnel Policies.  
12 (7) Approving all special offerings and special requests for support and coordinating such requests with  
13 the Trustees and other Boards.  
14 (8) Establishing a policy governing use of memorial gifts.  
15 (9) Publicizing the church's activities.  
16 (10) Performing any other functions deemed advisable by the Church Council and not otherwise  
17 delegated by these Bylaws.
- 18 e. The Church Council shall recommend budgetary provision for all the areas of its responsibility, and shall  
19 forward its recommendations to the Board of Trustees not later than the third week of September of each  
20 year. The Church Council shall receive back from the Board of Trustees the entire proposed budget not later  
21 than mid-October of each year for final deliberation and subsequent presentation by the Church Council at  
22 the Budget Meeting of the Congregation no later than the second week of December of each year.  
23  
24

25 ARTICLE IV  
26 Church Boards

27  
28 Section 1. General Attributes

- 29 a. The Boards of the church are:  
30 (1) Justice, Outreach and Service  
31 (2) Deacons  
32 (3) Fellowship  
33 (4) Children's Ministries  
34 (5) Youth and Young Adult Ministries  
35 (6) Adult Education  
36 (7) Trustees  
37 (8) Member Engagement and Stewardship
- 38 b. Each board shall consist of a minimum of six members, with the number of members to be determined by  
39 the respective Board. Board members shall be elected at the Annual Congregational Meeting or appointed  
40 by the Church Council to serve out unexpired terms.  
41
- 42 c. Board members shall be elected for terms of three years with 1/3 of the members elected each year.
- 43 d. When a new board is formed, one-third of its members shall be elected for one-year terms, one-third for  
44 two- year terms, and one-third for three-year terms.
- 45 e. No Board member may serve on two Boards at the same time except as an ex-officio member, and no  
46 person may be elected to another full term on the same Board until a year has elapsed.
- 47 f. Each board shall elect a chair or co-chair(s) from its membership at the first meeting of the year. The chair  
48 or co-chair may be re-elected. The chair, a co-chair, or a designated representative shall serve on the Church  
49 Council.  
50
- 51 g. Board members may resign by submitting written notice to the Chair of that Board or to the Moderator. In  
52 order to assist in securing full attendance and participation, absence without cause from three consecutive  
53 meetings shall result in automatic termination of Board membership.
- 54 h. The Church Council shall fill any vacancies that may occur among Board members or officers of the church.  
55 The person appointed shall serve out the unexpired term; if this is more than half the term, it shall, for  
56 purposes of eligibility for re-election, be considered a full term.

- 1 i. Boards shall meet at least nine times a year. Additional meetings may be requested by the chair. A quorum  
2 for a Board meeting shall be a majority of Board membership. Actions taken at their meetings should be  
3 documented and communicated to the Church Council and church office. All Board meetings shall be open  
4 to the congregation except for discussion of personnel matters.
- 6 j. Boards will make yearly budget recommendations to the Board of Trustees for their areas of responsibilities  
8 no later than the date established by the Board of Trustees.
- 9 k. Boards will develop plans and implement programs in conjunction with the pastor(s) or staff relevant to  
10 their areas of responsibility.
- 11 l. Boards are responsible for providing feedback to the Senior Pastor or other supervising staff member during  
12 the annual evaluation process for staff (Associate/Assistant Pastors for a Program Area, Program Staff or  
13 Support Staff) who serve in their area of the church's life and ministry.
- 14 m. Boards may develop Operating Responsibilities to guide them in their day-to-day operations. Except as they  
15 conflict with the Constitution or Bylaws, operating responsibility statements may be revised by the Boards  
16 yearly. Revisions shall be reviewed and approved by the Church Council prior to their implementation.  
17 Annual Reports prepared for the annual meeting shall contain any changes in operating responsibilities  
18 approved for the upcoming year.
- 19 n. Boards may establish Committees. Membership on committees is not restricted to members of UCCH. The  
20 responsibilities of a committee and the terms of its members will be developed by the Boards to which the  
21 committee reports.
- 22  
23

## 24 Section 2. General Responsibilities

### 25 a. Board of Justice, Outreach and Service

26 Shall initiate, coordinate, and/or support programs to increase the congregation's awareness of social  
27 concerns, to strengthen the Christian pursuit of justice and service, and to deepen the understanding of  
28 Christian discipleship in the world.

### 30 b. Board of Deacons

31 Shall be responsible for all matters pertaining to the spiritual welfare of the congregation and oversee  
32 activities related to visual arts, health, La Mesa, music, pastoral care and for the support of worship  
33 services.

### 34 c. Board of Fellowship

35 Shall be responsible for creating community within United Church of Chapel Hill. It shall conceive,  
36 coordinate and implement fellowship events and ensure that functions are well publicized and inclusive.

### 37 d. Board of Children's Ministries

38 Shall coordinate with Associate/Assistant Pastor and/or Director of Children's Ministries the  
39 educational ministry of the church to nurture and develop the Christian faith of children. In addition, the  
40 Board shall oversee the United Church Preschool (UCP). The Director of the UCP (or the most senior  
41 staff person of the UCP) shall report directly to the Associate/Assistant Pastor or Director of Children's  
42 Ministries, who shall also serve on the governing board of the UCP. In the event of a conflict between  
43 the governing documents of the UCP and the Constitution, Bylaws, and other policies of United Church,  
44 then the Constitution, Bylaws, and other policies of United Church shall prevail.

### 45 e. Board of Youth and Young Adult Ministries

46 Shall, in conjunction with the Associate/Assistant Pastor for Youth and Young Adults or other  
47 designated staff person, be responsible for the fellowship, education and spiritual growth of our middle  
48 school, high school, college-aged youth, and young adults of the church.

### 49 f. Board of Adult Education

50 Shall envision, plan, and publicize programs for adult education that will enable adults to explore the  
51 breadth and depth of our Christian experience and shall oversee the library.

### 52 g. Board of Trustees

53 Shall have responsibility for the church's finances and physical property, including the church's  
54 historical records. The Trustees shall have general supervision of all financial business of the church  
55 and, in consultation with the Church Council, the final approval of all contracts and agreements  
56 obligating the church financially. The Board of Trustees shall arrange for the general upkeep and  
57 maintenance of all church buildings and grounds.

- 1 h. Board of Member Engagement and Stewardship
- 2 Shall develop, plan, organize, and implement strategies to strengthen our congregation’s ministries by
- 3 recruiting new members, nurturing our members’ UCC identity, and communicating opportunities that
- 4 will engage their time, talents and financial resources for Christian mission.

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6  
7 ARTICLE V

8 Staff

9  
10 Section 1. Senior Pastor(s)

11 The procedure for calling a new Senior Pastor shall be as follows:

- 12 a. Search
- 13 The Moderator will call a congregational meeting to determine the process for selection of new Senior
- 14 Pastor(s) consistent with the recommended procedure of the United Church of Christ. {amended 10/25/15}
- 15 b. Call.
- 16 The quorum for this meeting shall be one-third of the total number of active members. At its sole discretion,
- 17 the Church Council may provide a system for active members to participate in this meeting and be deemed
- 18 “present” via live electronic (audio, video, and/or Internet) conferencing. A two-thirds vote of the members
- 19 present at this meeting shall be required to call a candidate(s). The call shall be for an indefinite period. The
- 20 newly elected Senior Pastor(s) shall be installed in accordance with the recommended procedure of the
- 21 United Church of Christ. The newly elected Senior Pastor(s) shall then be received into membership of this
- 22 church.
- 23 c. Dissolution
- 24 A special Congregational Meeting may be called for the purpose of requesting resignation of the Senior
- 25 Pastor(s). The quorum for this meeting shall be one-third of the total number of active members. At its sole
- 26 discretion, the Church Council may provide a system for active members to participate in this meeting and
- 27 be deemed “present” via live electronic (audio, video, and/Internet) conferencing. If a two-thirds majority of
- 28 this meeting requests the Senior Pastor's (or Senior Pastors’) resignation(s), and the resignation is not
- 29 presented within 60 days, the Church Council shall terminate the Senior Pastor's (or Senior Pastors’) tenure.
- 30 Should the Senior Pastor(s) decide(s) to resign, the Senior Pastor(s) shall present the resignation(s) to the
- 31 Church Council 60 days prior to the date it is to become effective. The Church Council shall, in consultation
- 32 with the Senior Pastor(s), determine when the resignation shall become effective and shall promptly notify
- 33 the congregation that the Senior Pastor(s) has/have resigned.
- 34 d. Responsibilities
- 35 The duties of the Senior Pastor(s) of this church shall be to preach, to teach, to lead in the services of
- 36 worship including the sacraments of baptism and communion, to oversee the church's work, and to give
- 37 pastoral care to all members of the church as well as any others who may seek a Senior Pastor’s counsel.
- 38 The Senior Pastor(s) shall coordinate administrative activities of the church, serve as head(s) of staff, and be
- 39 responsible to the Church Council. The Senior Pastor(s) shall be a member(s) (ex-officio with vote) of the
- 40 Church Council and an advisory, non-voting member(s) of the Boards.

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42  
43 Section 2. Associate or Assistant Pastor(s)

44 An Associate or Assistant Pastor shall be any ordained minister not subject to call by the congregation and

45 employed either full or part-time for specific responsibilities outlined in the Letters of Agreement in

46 consultation with the Personnel Policy Committee. Employment of an Associate or Assistant Pastor shall follow

47 the procedures stipulated in Article III, Section 3, d, (6) of these Bylaws. These positions are hired by the Senior

48 Pastor in consultation with a search committee that is approved by Council, but are not subject to call by the

49 congregation. Dissolution of relations for an Associate or Assistant Pastor shall be governed by the agreements

50 entered into by the Associate or Assistant Pastor and the Church at the time of employment.

51  
52  
53 Section 3. Other Staff

54 Other staff members who may be employed by the Church shall have those responsibilities contained in the

1 terms of employment agreed upon by the staff member and the Church. Procedures for employment are  
2 stipulated in Article III, Section 3, d, (6) of these Bylaws. Dissolution of relations shall be governed by the  
3 agreements entered into by the staff and the Church at the time of employment.  
4

5  
6 Section 4. Staff of Related Entities

7 Persons employed by entities related to United Church (unless the entity is a separate 501(c)(3) organization)  
8 shall be considered employees of United Church and governed by United Church personnel policies. If not in  
9 conflict with these policies, either entity may choose to provide benefits limited to its employees.  
10

11  
12 ARTICLE VI

13 Amendments  
14

15 These Bylaws may be amended by a two-thirds vote of active members present at any business meeting called  
16 for that purpose, provided that the exact text of the amendment is made available and notice of the meeting shall  
17 have been mailed and/or electronically communicated to active members of the church at least three weeks prior  
18 to the meeting.  
19

20 Adopted September 29, 2002

21 Replaces completely the 1985 version and its amendments.

22 Amended by Congregation, June 6, 2010

23 Amended by the Congregation October 25, 2015

24 Amended by the Congregation on November 2, 2020  
25

26 Supporting documents for reference are not part of the Constitution or Bylaws and instead are simply helpful  
27 learning tools for the staff, leadership and the congregation. Supporting Documents as of 10/25/2015 include:  
28 Glossary for UCCH Constitution and Bylaws, Operating Responsibilities for each board, the Personnel Policy,  
29 the Safe Conduct Policy.  
30