

BYLAWS FOR THE PITTSFORD CONGREGATIONAL CHURCH

We, the Body of Christ at the Pittsford Congregational Church, proclaim these bylaws to guide and sustain us in our efforts for the Kingdom of God.

ARTICLE I - NAME

The name of this church shall be “The Pittsford Congregational Church” in Pittsford, Vermont.

ARTICLE II - PURPOSE

The purpose of this church shall be to bind together followers of Jesus Christ for the purpose of sharing in the worship of God and in making His will dominant in the lives of men, individually and collectively, especially as that will is set forth in the life, teachings, death and living presence of Jesus Christ.

ARTICLE III - POLITY

This church acknowledges Jesus Christ as its head and finds in the Holy Scriptures, interpreted by the Divine Spirit through reason, faith and conscience, its guidance in matters of faith and discipline.

The government of this church is vested in its members, who exercise the right of control in all its affairs, subject in legal matters to the Articles of Incorporation granted it by the Secretary of the State of Vermont.

While this church is amenable to no ecclesiastical judicatory, it accepts the obligations of mutual council, comity and cooperation involved in the free fellowship of the United Church of Christ, and pledges itself to share its common aims and work.

ARTICLE IV - DOCTRINE

This church recognizes the Bible as the sufficient rule of faith and practice and holds that living in accordance with the teaching of Jesus Christ is the true test of fellowship. Each member shall have the undisturbed right to follow the Word of God according to the dictates of his own conscience, under the enlightenment of the Holy Spirit. The following statement of faith, therefore, is not a test but an expression of the spirit in which the church interprets the Word of God.

I. FAITH - We believe in God, the Eternal Spirit, Father of our Lord Jesus Christ and our Father, and to his deeds we testify:

He calls the worlds into being,
creates man in his own image
and sets before him the ways of life and death.

He seeks in holy love to save all people from aimlessness and sin.

He judges men and nations by his righteous will
declared through prophets and apostles.

In Jesus Christ, the man of Nazareth, our crucified and risen Lord,
he has come to us and shared our common lot,
conquering sin and death,
and reconciling the world to himself.

He bestows upon us his Holy Spirit,
creating and renewing the Church of Jesus Christ,
binding in covenant faithful people of all ages, tongues, and races.

He calls us into his Church.
to accept the cost and joy of discipleship,
to be his servants in the service of men,
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.

He promises to all who trust him
forgiveness of sins and fullness of grace,
courage in the struggle for justice and peace,
his presence in trial and rejoicing,
and eternal life in his kingdom which has no end.

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

II. COVENANT - We are united in striving to know the will of God as taught in the holy Scriptures, 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 mankind, 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 brotherhood. Depending, as did our fathers, 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.

ARTICLE V - MEMBERSHIP

As members of the whole Body of Christ and of this fellowship, and as the Providence of God enables us, we shall strive to walk together in all of God's ways, to be faithful to all the commitments essential to the Christian life, to love our neighbors as ourselves, to be good stewards of God's blessings and creation, to attend habitually the services of this church, to give regularly for its support, benevolences, and missions, to share in its organized work for the world, and to seek in obedient witness in every way to win those among us to Christ Jesus.

The members of this church shall be persons who have publicly accepted its covenant and who have been received by the church in one of the following manners:

- (a) on presentation of satisfactory letters of transfer from other churches;
- (b) if letters are not available, by reaffirmation of faith on recommendation of the Board of Deacons;
- or (c) on confession of faith and baptism (unless previously baptized or exempted because of conviction) on recommendation of the Board of Deacons.

I. Reception - Persons recommended by the Board of Deacons shall be received at a church service by public assent to the covenant. Any who are unable to attend in public may be received by the Deacons acting on behalf of the church.

II. Termination of Membership - Membership shall be generally subject to the principles and practices of the United Church of Christ, and especially as follows:

A. By letter or withdrawal - on request, a member in good standing may:

- 1. be granted a letter of transfer to any church in fellowship with this church.
- 2. be released from membership, if after due deliberation and conference, a desire for such release is clear.

B. Inactive membership

- 1. Upon recommendation of the Deacons, members whose addresses have long been unknown 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 be transferred to an inactive list.
- 2. Notice of such action shall be mailed to the last known address of the member and any new address discovered, within one year from the date of transfer.

3. From the date of such transfer such persons shall cease to be reported on the active membership roll and shall not:
 - a. hold any church office or serve on any board or committee.
 - b. be entitled to engage in parliamentary motions or voting at any church or committee meeting.

III. Associate Membership

Associate membership shall be open to those members who wish to hold dual membership in another community of faith and their desire is to support The Pittsford Congregational Church and its mission. Associate members may serve in elective office or on any church board or committee, and vote in the transactions of this congregation.

- IV. Restoration to membership - Upon recommendation of the Deacons, any person whose membership has been inactivated or terminated may be restored to full membership.

ARTICLE VI - SERVICES and MEETINGS

The services and meeting of the church shall be as follows:

I. Worship

- A. Services of worship shall be held at given hours each Sunday, except when temporarily suspended by vote of the church.
- B. The Sacraments
 1. The Lord's Supper (Holy Communion) shall be celebrated at such time as the Deacons may determine.
 2. The baptism of adults and the baptism or consecration of children shall be administered at such time as the Minister or Pastor may designate or, in the Minister's or Pastor's absence, the Deacons may coordinate the administration of baptism by authorized clergy.
- C. Other services of worship, inspiration, prayer, and study may be held as determined by the church body.

II. Business Meetings

A. Annual Meeting

1. The Annual Meeting shall be held as provided in the Articles of Incorporation of the church, to hear the yearly reports of the officers, organizations, and committees, to elect offices, transact business, adopt the annual budget, and set plans for the new year.
2. The date of the Annual Meeting shall be set for the fourth Sunday in January of each year, or may be determined by vote of the Church Council when special circumstances prevail.

B. Special Meetings

1. Special meeting for church business may be called by the Church Clerk on written request by the Minister or Pastor, the Deacons, the Trustees, the Church Council, a Pastoral Search Committee, or at least five members of the church.
2. The nature of the business to be transacted shall be stated in the call.
3. In the event that the proposed nature of business for a special meeting shall include consideration of requesting the Minister's or Pastor's resignation or otherwise terminating the Minister's or Pastor's term of office for any cause other than allegations of criminal conduct, prior to the scheduling of such a meeting, the petitioning group must meet with the Pastoral Relations Committee on at least three separate occasions to thoroughly review the relevant issues. The Pastoral Relations Committee shall establish the schedule and format for such interaction with the petitioning group, and shall formulate advisory recommendations for presentation at the ensuing special church meeting.
4. Remote access to all meetings will be allowed.

C. Notices

1. Notices for the Annual and other church meetings shall be duly warned by verbal announcement at a regular church service at least seven days in advance of such meeting. For all church meetings other than the Annual Meeting, a written or electronic notice shall also be provided at least to each active church member, post-marked or hand-delivered a minimum of ten days prior to such meeting.

2. A written request for a meeting shall be signed by the petitioners and shall be posted in the church at least seven days in advance of such meeting.

D. Quorum

1. No business of the church may be conducted without a quorum present.
2. A quorum shall consist of one-third (1/3) of active church members, or as otherwise set by the Church Council, except as noted in Article X, Section I.

- E. Voting - Unless some other fraction is specified, a majority of the valid votes cast by the church members present is decisive, and only members of the church who are present are entitled to vote. Voting by proxy or absentee ballot is not allowed. The total number of valid votes shall generally include all votes cast, including indecipherable ballots, with the exclusion of blank ballots (or other means of signifying abstention from voting). All unusual circumstances, such as fraudulent ballots, shall be addressed as directed by the voting conventions in the version of Robert's Rules of Order cited below.

- F. The conduct of church business at meetings shall be guided by an agreed-upon version of Robert's Rules of Order.

III. Official year

- A. The official year of the church shall be the calendar year and all officers, boards, and committees, except for the Church School Superintendent [see ARTICLE VII, Section I(G)], shall assume their duties immediately following the Annual Meeting and shall serve until their successors are elected and qualified.

ARTICLE VII - OFFICERS, BOARDS, and COMMITTEES

Serving as a church officer, or as a member of a board or committee of a Christian church, is a noble task. Officers and members of boards and committees shall regard their service on behalf of this congregation as an opportunity to contribute individual God-given gifts and talents toward accomplishment of God's purpose in this fellowship, not as a means of aggrandizement of personal status or authority. Accordingly, officers and members of boards and committees shall devote themselves to humble and obedient service before God and as true ambassadors of this church, ever mindful that God's good pleasure and the delegation of authority by the church membership establish the specific nature and duration of their service. Each board and committee shall elect its own chairman, secretary, and such other committee positions as it may determine to be necessary to perform its respective functions.

The following description of the framework and corresponding purposes of church officers, boards, and committees of this church is meant to provide an overview and model of the standard structure by which a vital, vigorous, productive, and stable church fellowship might operate effectively and flourish, in the fulfillment of its various duties and responsibilities within the local congregation, and in the successful accomplishment of its outreach efforts to be responsive to evident needs throughout the kingdom of God, while giving all associated persons sufficient opportunity to be an active participant in the collective life and work of this church. To the extent that prevailing circumstances, or the presence of clear constraints (such as those which may result from diminished human resources) may occur and adversely affect and limit the capabilities of this church to be structured with the full format described, the Church Council may authorize the temporary inactivation of such particular boards and committees, and the temporary deliberate vacancy of such church officer positions, as it deems to be necessary, warranted, and appropriate, subsequent to careful and prayerful consideration of the anticipated benefits and consequences of such actions. When resorting to implementation of such modifications, the Church Council may also temporarily re-assign specific tasks and duties of an inactivated board or committee, or vacant church officer position, to another active board or committee, or non-vacant church officer position. During the duration of such temporary operational measures, the Church Council shall periodically re-evaluate the ongoing necessity and suitability of the potential continuation of the curtailed operational structure.

I. The Officers of the church may consist of the following positions:

A. Minister or Pastor

1. Calling of the Minister or Pastor
 - a. The Minister or Pastor shall be called for an indefinite time by at least a two-thirds (2/3) vote of the members present and voting at a duly-called meeting. When a vacancy occurs in this position, the Church Council, or a Pastoral Search Committee appointed by it, with the cooperation of the Vermont Conference of the United Church of Christ and others, shall make a canvass of available candidates, recommend the one who in their judgment should be called to this pastorate, introduce the candidate to the church, and propose election.
 - b. When a Minister or Pastor has been elected and has accepted the call, the Southwest Association of the Vermont Conference UCC shall be invited to install the Minister or Pastor in accordance with established practice. The Minister or Pastor shall become a member of this church at the first practical opportunity.
2. Responsibilities of the Minister or Pastor - The Minister or Pastor shall:

- a. be in charge of the spiritual welfare of the church with the assistance of the Board of Deacons.
 - b. seek to welcome followers of Christ, preach the Gospel, and administer the Sacraments and rites of the church.
 - c. have care of all services of public worship, offer pastoral guidance, visitation, and counseling, and shepherd the activities of the church in cooperation with the various boards and committees.
 - d. be an advisory non-voting member of all boards and committees, except the Pastoral Relations Committee, unless otherwise noted.
 - e. meet regularly and interact closely with the Pastoral Relations Committee.
3. Completion of the Minister's or Pastor's term of office
- a. By resignation - The Minister or Pastor shall give a minimum of sixty (60) days notice to end the term of ministry.
 - b. While the term of the Minister or Pastor shall be indefinite, the church may at any time by majority vote at a meeting called for the purpose and in accordance with the procedures specified for such actions [ARTICLE VI, Section II (B) (3)], request the Minister's or Pastor's resignation with the understanding that it will be effective after sixty (60) days, or such other period as may be mutually determined.
- B. **Moderator** - The Moderator shall be a member of the church, shall be elected at the Annual Meeting to serve for one year, and shall preside at the Annual Meeting and all special meetings of the church.
- C. **Clerk** - The Clerk shall be a member of the church and shall be elected at the Annual Meeting to serve for one year. The Clerk shall:
- 1. keep records of the proceedings of the church and of the Church Council.
 - 2. keep a register of the members with their addresses and with dates and modes of their reception and removal.
 - 3. keep records of baptisms, marriages, and deaths.
 - 4. issue letters of transfer.
 - 5. preserve on file all communications and written official reports.

6. give official notices of all Annual Meetings and special meetings.
 7. conduct all official correspondence.
 8. ensure that a copy of said records are maintained within the church.
 9. perform such other duties as are prescribed by law or as usually pertain to the office of a clerk or secretary of an assembly.
- D. **Financial Secretary** - The Financial Secretary shall be a member of the church and shall be elected at the Annual Meeting to serve for one year. The Financial Secretary shall:
1. take charge of all offerings, special collections, and other gifts.
 2. receive and deposit all income.
 3. send receipts of deposit to the Treasurer.
 4. keep an accurate account of all pledges and gifts.
 5. furnish financial statements to all contributors to the church upon their request.
- E. **Treasurer** - The Treasurer shall be a member of the church and shall be elected at the Annual Meeting to serve for one year. The Treasurer shall:
1. receive all receipts of deposit from the Financial Secretary.
 2. pay the bills of the church as directed by the Trustees.
 3. keep accurate account of all receipts and disbursements.
- F. **Auditors** - Two Auditors shall be elected at the Annual Meeting to serve a one-year term. The Auditors shall:
1. examine the accounts of the Treasurer and the Financial Secretary.
 2. conduct a year-end audit and furnish a written report thereof for the Annual Meeting.
 3. perform other audits as requested.
- G. **Church School Superintendent** - The Superintendent shall be a member of the church and shall be elected at the Annual meeting for a term of one year beginning in July. The Superintendent shall:

1. have supervision of all phases of the church school under the direction of the Board of Christian Education.
 2. be a member of the Board of Christian Education.
- H. **Sexton** - The Sexton shall be a member of the church and shall be elected at the Annual Meeting to serve for one year. No person shall hold the positions of Sexton and Board of Trustees member concurrently. The Sexton shall:
1. be responsible for maintenance and care of the church-owned buildings and grounds, with the assistance of the custodian and volunteers.
 2. serve as the contact person to schedule use and rental of church property by individuals and groups.
 3. interact with the Board of Trustees in accomplishment of the particular property-related duties specified in the job description which involve such coordination.
- I. **UCC Representative** - The UCC Representative shall be a member of the church and shall be elected at the Annual Meeting to serve for one year. The UCC Representative shall:
1. attend Church Council meetings.
 2. report activities of the church to the Vermont Conference UCC.
 3. attend and report on Southwest Association activities.
 4. serve as a liaison with the UCC and report on activities of the General Synod and the Vermont Conference UCC, pertaining to this church's involvement in its mission, stewardship, workshops, training events, retreats, ecumenical needs, and global involvement.
- J. **Historian** - The Historian shall be a member of the church and shall be elected at the Annual Meeting to serve for one year. The Historian shall:
1. collect, assemble, collate, and preserve for future access various church-related items of historical significance and interest.
 2. respond to requests for genealogical information through research of church records and other sources.
 3. write an annual report and provide accounts of church history upon request.
 4. attend Church Council meetings.

- K. **Other Officers** - Other officers may be elected as needed.
- L. **Corporate Officers** - Unless otherwise directed by the Church Council or the church membership, the corporate officers, including agent, of the church shall consist of members of the Board of Trustees.

II. The standing and ad hoc Boards and Committees of this church may include:

- A. **Church Council** - The Church Council shall consist of a maximum of twenty (20) positions, occupied by members of the church, corresponding to the following offices and representatives: Minister or Pastor, Moderator, Clerk, Treasurer, Financial Secretary, Church School Superintendent, Sexton, two Deacons, two Trustees, two Pastoral Relations Committee members, two Members-at-Large (of the congregation) elected at the Annual Meeting for a term of one year, one Board of Christian Education member, one Missions Committee member, one Women's Fellowship member, one Music Committee member, and the UCC Representative. A quorum for a regular or special Church Council meeting shall consist of forty percent (40 %) of the current total number of occupied Church Council positions, not counting vacant offices and inactivated board, committee, or organization positions, mathematically rounded to the nearest whole number. Although an individual person attending a Church Council meeting may represent multiple church offices, boards, committees, or auxiliary organizations, each person shall equate to only one Church Council position for the purpose of constituting the required quorum at a given meeting. The Church Council shall:
 - 1. be the primary administrative body of the church, responsible for considering the entire task of the church, subject to governance by the authority vested in the church membership, and as guided by the direction of the Holy Spirit and the obligations of Christian faith.
 - 2. act for and on behalf of the church body in routine and appropriate matters, always assuming that unless such action can attain practical unanimity of support within the Church Council, it must seek and obtain the confirmation of the church membership.
 - 3. prepare the annual church budget for proposal to the church membership at the Annual Meeting, with suitable input and assistance from the Minister or Pastor, boards, committees, and financial officers of the church.
 - 4. advise the Minister or Pastor on the general direction of the church's goals, priorities, and activities, and cooperate in the establishment of a balanced and vibrant fellowship of Christian love, worship, ministry, witness, and charity.
 - 5. have the authority to:

- a. appoint a person or persons to fill vacancies which occur within boards, committees, and offices as recommended by the Nominating Committee as addressed in ARTICLE VII, Section II (G) (2).
 - b. appoint delegates, as needed, to the Vermont Conference UCC Annual Meeting, meetings of the Southwest Association of the Vermont Conference UCC, and to meetings of any other organization to which the church should send delegates, upon recommendation of the Minister or Pastor, boards, and committees, and with consideration of providing compensation thereto.
 - c. select an interim Minister or Pastor, as provided in ARTICLE VII, Section II (B) (9).
- 6. create ad hoc committees as needed to fulfill appropriate functions.
 - 7. meet at least monthly, and as otherwise needed, to maintain a pro-active approach to addressing the church's business and needs.
 - 8. determine its own mode of procedure.
- B. Board of Deacons** - The Board of Deacons shall consist of up to six church members, elected for terms of three years in such manner that the terms of at least two members expire annually. After serving two full terms, a Deacon shall be ineligible for re-election for one year, unless the Church Council authorizes an extension of eligibility. A Deacon who has served many years, or a member of the church with a long record of service, may be elected a Deacon Emeritus, being entitled for life to all the privileges of a member of the Board of Deacons. A quorum shall consist of three members. The Board of Deacons shall:
- 1. have the duty to minister to the spiritual needs of the church community:
 - a. defining the purpose and mission of our faith.
 - b. discerning discipleship and stewardship.
 - c. celebrating our strength of faith, entering into the work of evangelism.
 - 2. oversee the support and care of the poor, the sick, the sorrowing, the indifferent, and the stranger in our midst.
 - 3. assist in the preparation and administration of the Sacraments.
 - 4. perform an annual survey of the church membership roll and at the Annual Meeting make recommendations to the church regarding necessary revisions.

5. constructively evaluate the performance of the Minister or Pastor and the congregation, with regard to their respective responsibilities and established goals, and proved a written report thereof at the Annual Meeting.
6. receive applications for admission to church membership, examine all applicants for membership on confession of faith, and recommend to the church such persons as they deem to be prepared for membership.
7. promote nurturing and visitation of persons throughout our fellowship.
8. arrange for pulpit supply in the temporary absence of the Minister or Pastor.
9. in the event of a Ministerial or Pastoral vacancy, seek and interview potential interim Minister(s) or Pastor(s) and recommend a suitable candidate to the Church Council for consideration.

C. **Board of Trustees** - The Board of Trustees shall consist of six church members, elected at the Annual Meeting for terms of three years in such manner that the terms of at least two members expire annually. After serving two full terms, a Trustee shall be ineligible for re-election for one year. A quorum shall consist of three members. The Board of Trustees shall:

1. manage the regular care, use, and safekeeping of the physical property of the church, as guided by the church membership.
2. manage the financial affairs of the church, in conformity with responsible Christian stewardship and as guided by the church membership, in accordance with duly-adopted church policies and the laws of the State of Vermont.
3. obtain specific authorization by vote of the church membership prior to any purchase, sale, lease, mortgage, or transfer of the church's real property. The periodic short-term rental of the use of specific church facilities, such as storage sheds, Fellowship Hall, and parsonage, which have been generally designated as being available for use by outside parties, is exempt from this requirement.
4. obtain specific authorization from the Church Council, or by vote of the church membership if deemed necessary by the Church Council, prior to scheduling any maintenance or construction project with an anticipated cost greater than two percent (0.02) of the church's adopted annual budget for general expenditures. Genuine emergencies, which require funding before the Church Council could reasonably convene, are exempt from this requirement.
5. keep custody of all documents and valuable papers relating to property of the church.

6. make an annual review of ministerial or pastoral compensation, and of salaries for secretarial and custodial employees, and make appropriate recommendations to the Church Council for action.

D. **Board of Christian Education** - The Board of Christian Education shall consist of the Minister or Pastor, the Church School Superintendent, and four other persons at least two of whom shall be members of the church, elected for terms of two years in such manner that the terms of two persons expire annually. The Board of Christian Education shall:

1. have supervision and direction of the educational work of the church.
2. have charge of the church school with full power to appoint and remove teachers.
3. initiate and maintain other religious educational activities.
4. schedule confirmation classes as necessary.
5. cooperate in the educational aspects of social service and missions.

E. **Missions Committee** - The Missions Committee shall consist of six persons, of whom at least four shall be members of the church, elected for terms of three years in such manner that the terms of two persons expire annually. The Missions Committee shall:

1. seek to foster the ideals of Christian stewardship.
2. recommend benevolences at the Annual Meeting.
3. assist in promoting interest in missions and systematic giving, endowments, and bequests.
4. cooperate with the Board of Deacons and Board of Christian Education in mission education programs.

F. **Music Committee** - The Music Committee shall consist of four persons, of whom at least two shall be members of the church, elected for terms of two years in such manner that the terms of two persons expire annually. The Music Committee shall:

1. oversee all church music, choirs, choir robes, and musical instruments.
2. appoint the organist and choir directors, and make recommendations to the Church Council concerning their financial compensation.

G. **Nominating Committee** - The Nominating Committee shall consist of up to six members of the church, three of whom shall be elected by the church membership at the Annual Meeting for a one-year term, and one representative each from the Board of Deacons, Board of Trustees, and the Women's Fellowship. The committee shall endeavor to enlist people into the mission and ministries of the church, always attempting to match individual gifts and abilities with the church's needs. The work of this committee shall in no way limit the right of any church member to make nominations from the floor at the Annual Meeting and other business meetings of the church or Church Council. The Nominating Committee shall:

1. prepare a list of nominations of officers and committee members for each new year, seeking to distribute the responsibilities of leadership as widely and as wisely as possible, and shall:
 - a. post the list of nominees in the church at least two weeks before the Annual Meeting.
 - b. provide the list of nominees to the church secretary for inclusion in the Annual Report.
2. identify qualified candidates to fill mid-term vacancies which occur within boards, committees, and offices, for recommendation to the Church Council.

H. **Pastoral Relations Committee** - The Pastoral Relations Committee shall consist of five members of the church. Except when filling a mid-term vacancy, a maximum of three committee members shall be elected yearly at the Annual Meeting, to serve a term of two years. Committee members shall serve no more than six consecutive years in one interval of successive terms, and shall then be ineligible for additional service on this committee until the lapse of two years. The Pastoral Relations Committee shall:

1. strive to strengthen the relationship between the Minister or Pastor and the congregation, and to promote a unity of purpose and spirit of cooperation throughout the fellowship.
2. foster consistent and constructive communication within the congregation and between individuals, the church leadership, and the Minister or Pastor, in an atmosphere of trust, respect, and confidentiality.
3. consult with the Board of Deacons with regard to their annual review of the ministerial or pastoral and congregational performance, and with the Board of Trustees concerning their annual review of the scope and content of ministerial or pastoral compensation.

4. meet regularly with and interact closely with the Minister or Pastor, who shall not be a member of the committee.

I. **Pastoral Search Committee** - A Pastoral Search Committee shall be appointed by the Church Council to seek ministerial or pastoral candidates to fill a vacancy in the pastorate of the church. The committee shall be chosen to be reasonably representative of the predominant characteristics of the church congregation, and shall function in their task on behalf of the church membership and in appropriate coordination and cooperation with boards, other committees, and denominational bodies, including the Vermont Conference of the United Church of Christ. Although the committee's size may be subject to modification at the Church Council's discretion, a Pastoral Search Committee shall generally consist of nine church members, with as many as three additional church members designated as alternates to replace any committee member who may be unable to complete the term of service. The term of service shall run continuously from the date of appointment until the installation of the chosen Minister or Pastor. The Pastoral Search Committee shall:

1. elect a chairperson, a recording secretary, and a communication liaison. The liaison shall attend Church Council meetings and provide regular progress reports to the Church Council and to the church's congregation.
2. prayerfully and deliberately research, canvass, and recruit available ministerial or pastoral candidates, maintaining confidentiality and professional courtesy.
3. prayerfully select a qualified candidate for potential service as Minister or Pastor of The Pittsford Congregational Church, for recommendation to the church membership.
4. upon a candidate's approval by the church membership and acceptance of the call to ministry, make installation plans with the new Minister or Pastor and the Southwest Association of the Vermont Conference, United Church of Christ.

J. **Stewardship Committee** - The Stewardship Committee shall consist of five persons, being one delegate each from the Board of Deacons, Board of Trustees, and Missions Committee, and two persons to serve as members-at-large. The three delegates shall be chosen by their respective boards and committees at their first business meeting following the Annual Meeting, to serve terms of one year. The members-at-large shall be elected at the Annual Meeting to serve a term of two years, such that the term of one member-at-large shall be completed each year. The Stewardship Committee shall:

1. understand and uphold:
 - a. stewardship of God's creation.
 - b. the mission of the church as deep commitment grounded in faith.
 - c. gifts of talents and service.
 2. set goals and schedule for stewardship activities, including:
 - a. educating and informing the congregation about financial support for the church's needs, planned giving, and memorial/honorary gifts.
 - b. preparing materials needed, recruiting and training persons for stewardship visitation to homes.
 3. interact closely with the Missions Committee on matters of mutual purpose, and with the Board of Trustees and the Church Council regarding budget issues and goals.
 4. seek assistance from the Vermont Conference UCC for training and support.
- K. **Other Committees** - Other committees may be appointed by the church membership or the Church Council as needed.

ARTICLE VIII - FINANCES

Financial contributions to the church have a dual nature. They satisfy the material needs of the church and its ministries in the present and future, and they are a symbolic act of offering ourselves in devotion and service to God. The opportunities for returning a portion of God's bountiful blessings to His service through the church are manifold, including regular offerings, pledges, and tithes, and special gifts such as endowments, memorials, trusts, and annuities, which may be unrestricted in their usage or designated by the giver for a specific purpose. The church's stewardship and management of the financial resources thus derived are a solemn obligation before God. Pursuant to the authority vested herein, the Church Council, in consultation with the church membership, the Minister or Pastor, church officers, boards, committees, and others, may develop, adopt, and implement financial guidelines and policies. Such documentation shall serve to provide structure to the vision development, goal establishment, planning, and investment aspects of the management of the church's financial resources. Furthermore, such guidelines and policies shall strive to attain an appropriate balance among categories of resource utilization, such as maintenance/enhancement of the physical property, missions/outreach, and Christian education, based on the discernment of God's will for this fellowship and community.

ARTICLE IX - AUXILIARY ORGANIZATIONS

All organizations connected with the church are regarded as integral parts of the church and are under its general jurisdiction and shall report at the Annual Meeting.

ARTICLE X - AMENDMENTS

- I. Prior to action by the membership on any proposed amendment to ARTICLES I through IV, the proposed changes shall be first submitted to the Church Council for study and review. The Church Council shall make its recommendation to the membership within six weeks of receiving such amendments. Subsequent to such recommendations by the Church Council, these ARTICLES may be altered or amended by a two-thirds (2/3) vote at any regular or special meeting, provided that a notice specifying the time of the meeting and the substance of the proposed amendment shall have been given from the pulpit and printed in the bulletin on six Sundays immediately preceding said meeting, and copies of the proposed amendments shall have been distributed to the members of the church. A quorum for such meeting shall consist of fifty (50) church members.
- II. Exclusive of ARTICLES I through IV, these bylaws may be altered or amended by a two-thirds (2/3) vote at any regular or special meeting, provided that a notice specifying the time of the meeting and the substance of the proposed amendment shall have been given from the pulpit and printed in the bulletin on the two Sundays immediately preceding said meeting, and copies shall have been distributed to the members of the church.