

Proposed Constitution for  
Rocky Hill Congregational Church,  
United Church of Christ

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1                   **THE CONSTITUTION OF THE ROCKY HILL CONGREGATIONAL CHURCH,**  
2                   **UNITED CHURCH OF CHRIST, ADOPTED MARCH 18, 2018**

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5                   **ARTICLE I**  
6                   **NAME AND ORIGIN**

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8       The legal name of this Church shall be Rocky Hill Congregational Church, United Church of  
9       Christ. This Church was petitioned December 19, 1720, founded June 7, 1727, and incorporated  
10      March 20, 1895 according to the laws of the State of Connecticut.

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13                  **ARTICLE II**  
14                  **DEFINITIONS**

15  
16      Rocky Hill Congregational Church, United Church of Christ is a collective of people dedicated to  
17      worship and service, with membership defined in Article VI. Within this Constitution, generic  
18      usage of the terms “the Church”, “the Congregation”, “we”, “us”, and “our” refer to this  
19      collective.

20  
21      “Vote of the congregation” refers to a vote taken at a meeting called in compliance with the  
22      stipulations set forth in Article X.

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24      “Sanctioning body” refers to the entity (the Council, a Core Ministry, or a Support Ministry) to  
25      which a Ministry Team is responsible.

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27                  **ARTICLE III**  
28                  **MISSION**

29  
30      As a body of believers, our mission is to endeavor to walk in God’s ways. To that end we  
31      welcome all on life’s journey, and strive to be a church which is active and engaged in carrying  
32      out God’s work wherever we see need - both locally and globally - especially as God’s will is set  
33      forth in the life, teachings, death, resurrection and living presence of Jesus Christ. We also seek  
34      to encourage and participate in ecumenical and interfaith activities in the local community and  
35      beyond. “No matter who you are or where you are on life’s journey, you are welcome here”.

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37                  **ARTICLE IV**  
38                  **POLITY**

39  
40      This Church acknowledges Jesus Christ as its head, its government being vested in its members,  
41      who exercise the right of control in all its affairs, subject to the laws of the State of Connecticut.

We also acknowledge our fellowship with the United Church of Christ (UCC) and pledge ourselves to share in its common work, especially as represented by the Hartford Association, the Connecticut Conference (or its successor organization), and the UCC General Synod.

## **ARTICLE V COVENANT AND STATEMENT OF FAITH**

We covenant with the Lord and with one another and do bind ourselves in the presence of God to walk in all His ways, according as He is pleased to reveal Himself unto us.

The Statement of Faith of the United Church of Christ expresses the beliefs of this Church:

We believe in You, O God, Eternal Spirit, God of our Savior Jesus Christ and our God, and to Your deeds we testify.

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

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

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

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

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

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

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

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

87 **ARTICLE VI**  
88 **MEMBERSHIP**

89  
90 **SECTION 1. Qualifications**  
91

92 This Church welcomes to membership as full or associate members all persons who desire to be  
93 followers of Jesus Christ and who covenant with the Congregation to share in the life, mission  
94 and ministries of the Church.  
95

96 **A. Full Members.** Full members shall be received by Confirmation, letter of transfer,  
97 reaffirmation of faith, or upon confession of faith including baptism (if not previously  
98 baptized). Full members may participate and vote in all transactions of the Church.  
99

100 **B. Associate Members.** Associate members are those who desire to retain membership  
101 in another church, but wish to share in the life, work, fellowship, support, and worship  
102 of this Church. Associate membership does not affect membership with their home  
103 church. Associate members have all the rights and privileges of full membership, except  
104 as noted in Section 2 below.  
105

106 **SECTION 2. Rights and Duties of Members and Friends**  
107

108 Only full members may serve as Moderator, Treasurer, Clerk, or an elected member of a Core  
109 Ministry or Support Ministry. Both full and associate members may serve in any other position.  
110

111 Persons who wish to participate in the life of this Church without becoming members are  
112 welcome to participate in its life, ministries, support, and fellowship as friends of the Church  
113 and may be non-voting participants in Congregational meetings. Non-members are welcome to  
114 serve on any Ministry Team as defined in Article VIII Section 3. Non-members may also be  
115 appointed by the Council to any of its Standing Committees as defined in Article VII Section 2.  
116

117 All members and friends are encouraged to participate in the full life of the church through  
118 attendance, ministries, outreach, financial support and fellowship.  
119

120 **SECTION 3. Termination and Restoration of Membership**  
121

122 Members may cease to be members of this Church by request, which may be a request to  
123 transfer membership to another church. From time to time as warranted, the Council shall  
124 convene an ad hoc membership committee to review the Church membership rolls and, after  
125 careful review and appropriate contact, submit a proposed list of members to be placed on the  
126 inactive list. Such members shall only be declared inactive upon the vote of the Council and  
127 may be reactivated upon such member's request.  
128  
129  
130

131 **ARTICLE VII**  
132 **GOVERNANCE**  
133

134 The governance of this Church is vested in its members, who exercise the right of full and final  
135 control of all its affairs. The Church Council will speak for the Congregation as a whole in the  
136 articulation of its mission, vision and ministries.  
137

138 **SECTION 1. Church Council**  
139

140 The Church Council shall oversee the active pursuit of our church's mission and ministries.  
141 Toward that end, the Council shall regularly develop, update, and articulate a church vision and  
142 strategic plan. The Council shall develop a proposed annual budget (subject to approval by vote  
143 of the Congregation), authorize the collection of any special offerings and the allocation of  
144 fundraising proceeds, be responsible for the management of the business affairs of this Church,  
145 and shall adopt policies, procedures, and financial controls, as necessary, to support these  
146 efforts.  
147

148 The Church Council shall be comprised of the following:  
149

- 150 • Officers (Moderator, Clerk, Treasurer)
- 151 • Chairs of the four Core Ministries
- 152 • Chairs of the two Support Ministries
- 153 • Pastor(s)  
154

155 The Council will meet as needed to carry out its mission and duties. A binding Council vote shall  
156 require a quorum of at least five members who are eligible to vote on such matter. All Council  
157 members are eligible to vote on all matters brought before the Council, with the following  
158 exceptions:

- 159 • The Moderator shall only be eligible to vote on a matter in order to break a tie. The  
160 Moderator shall not be counted in the determination of any quorum.
- 161 • Staff members shall not be eligible to vote on any matter pertaining to their own  
162 employment status, including salary actions. As such, Pastors shall not be eligible to vote  
163 on the total budget recommendation, but may vote on any budget issue that does not  
164 include any element of their direct or indirect financial compensation.  
165

166 The Officers plus the (Senior or Solo) Pastor will function as the Executive Committee of the  
167 Council. The Executive Committee is authorized to act on issues requiring a quick decision when  
168 a full meeting of the Council is impractical. The Executive Committee shall also oversee issues of  
169 a routine administrative nature, and shall strategize on the overall direction of the Council. All  
170 Executive Committee decisions shall be routinely and promptly communicated by the Clerk or  
171 the Moderator to the Council.  
172

173 The Executive Committee shall also oversee the confidential management of the Helping Hand  
174 Fund, which is to provide financial assistance to church members, friends, and others in need.

The Council may authorize unbudgeted expenditures from reserves up to ten percent of the annual budget for any single project, including all related items, without prior approval of the Congregation. All other major expenditures shall require the voted approval of the Congregation unless such expenditures are (a) included in the approved church budget, or (b) provided for by committed special contributions, bequests, pledges, or fund-raising events. Notwithstanding the amount, any transaction which requires the mortgaging or selling of real property or the borrowing of money shall not be made without the voted approval of the Congregation.

## **SECTION 2. Committees Reporting to the Council**

From time to time the Council or the Congregation, at a regular or special meeting of the Council or Congregation, may appoint a Standing or Ad Hoc Committee.

The responsibilities of each such Standing or Ad Hoc Committee shall be established by the Council. Each such committee shall report to the Council on a regular basis.

### **Council Committees and Positions**

At the writing of this constitution, the following **Standing Committees** exist:

**Advocacy Panel:** The role of the Advocacy Panel is to address complaints or allegations of sexual misconduct, harassment, and/or abuse. Specific guidelines for Advocacy Panel membership, responsibilities and procedures are defined in the Safe Church Policy, dated May 17, 2002 or as subsequently amended.

**Personnel Committee:** The Council shall appoint at least three members to the Personnel Committee. Each appointed member shall serve a term of two years. Members may be reappointed to fill successive terms without limit at the discretion of the Council. Terms shall be staggered to facilitate continuity from year to year.

The Personnel Committee shall be responsible for establishing and administering a consistent personnel policy for all church employees. The Personnel Committee shall recommend adjustments to staff compensation, ensure that comprehensive personnel policies and procedures are documented and administered, and ensure that each employee is advised at least annually of his or her position description, compensation package, job performance, and performance goals and objectives. All recommendations of the Personnel Committee regarding policy matters and compensation actions shall be subject to review and approval by the Council.

**Investment Committee:** The Council shall appoint at least three members to the Investment Committee. Each appointed member shall serve a term of two years.

Members may be reappointed to fill successive terms without limit at the discretion of the Council. Terms shall be staggered to facilitate continuity from year to year. The Treasurer shall also serve as an ex-officio member of the Investment Committee.

The Investment Committee shall develop and maintain an Investment Policy for all financial assets of the church, subject to approval by the Council. The Investment Committee shall also oversee and ensure the appropriate implementation of such policy.

**Scholarship Committee**: The Council shall appoint at least three members to the Scholarship Committee. Each appointed member shall serve a term of two years. Members may be reappointed to fill successive terms without limit at the discretion of the Council. Terms shall be staggered to facilitate continuity from year to year.

The Scholarship Committee shall oversee and document policies related to the awarding of scholarships from the Scholarship Fund of the Church, manage the application process, and communicate with and distribute awards to the selected recipients each year.

The following **Positions** will be appointed by and report to the Council:

**Church Historian**: The Council shall annually appoint a Church Historian, who shall be responsible for keeping a record of notable activities within the life of the Church and its participation in community and denominational affairs (by way of photographs, documents, and other relevant materials). From time to time, the Historian shall provide displays or written information to the congregation that will illustrate the Church's rich history. The Historian may, at his or her discretion, recruit volunteers to form a committee or Ministry Team to assist the Historian in carrying out these duties and/or any special projects the Historian wishes to pursue.

**Auditor**: The Council shall annually appoint a church Auditor to audit all financial records of the church with the objective to ensure that financial controls are properly administered and that financial reports are accurate, timely, and complete. The Auditor shall prepare and submit a written report at the end of each fiscal year attesting to the appropriateness of all financial reports and processes, employing such tests and reviews as are necessary and proper to carry out these duties. In the event that the Auditor has concerns about any specific or general financial irregularities and/or potential improprieties, the Auditor shall notify the Council as soon as is practical. If the Auditor believes that additional resources are necessary to properly carry out any auditing responsibilities (including the possibility of retaining outside auditing support), he or she may request such support from the Council.



## **Ad Hoc Committees**

An Ad Hoc Committee, by definition, is convened for a specific purpose. Examples of Ad Hoc Committees might include a Search Committee, a Social Action Committee (for a particular purpose), a Governance Review Committee, a Major Capital Improvement Committee, etc.

When a Pastoral Search Committee is to be convened, a slate of members shall be nominated by the Council, subject to voted ratification by the Congregation at a duly called meeting. For other Ad Hoc committees, members will be appointed by vote of the Council.

The existence of each such Ad Hoc committee shall terminate upon the acceptance of its final report, and said committee shall be formally dissolved by vote of the Council.

## **SECTION 3. Church Officers**

The Moderator and Clerk shall each be elected for a term of two years with the possibility of a second consecutive term. The terms of the Moderator and Clerk shall be staggered to facilitate continuity. A Moderator who has served two two-year terms shall be ineligible for reelection as Moderator until two years have elapsed. A Clerk who has served two two-year terms shall be ineligible for reelection as Clerk until two years have elapsed.

The Treasurer shall be elected for a term of two years. A Treasurer may be reelected to serve successive terms without limitation.

No person shall concurrently hold more than one officer position.

### **A. MODERATOR**

The Moderator is the lay leader of the Church, and shall work closely with the Pastor(s) and the Council in promoting the mission and ministries of the Church, including the development of a vision statement and a strategic plan. The Moderator shall preside at all business meetings of the Church and the Council held during his or her term of office, except that any member of the Church whose term as Moderator expired at the end of the previous fiscal year shall preside at the subsequent Annual Meeting. If the Moderator is unable to preside, the Moderator shall choose someone from Council to preside in his or her absence. The Moderator shall have authority to execute and/or endorse legal documents on behalf of the Church. The Moderator shall also make appointments to the Advocacy Panel in accordance with the requirements of the Safe Church Policy of the Church.

303 **B. CLERK**

304  
305 The Clerk shall issue calls for Church meetings, keep faithful records of all meetings of  
306 the Church and the Council, ensure that a record is kept of the membership of the  
307 Church (including dates of admission, dismissal, and death), shall write letters of  
308 dismissal, and record baptisms. The Clerk shall collaborate with the Church's Office  
309 Manager to ensure that membership records of the Church are safely maintained and  
310 updated. The Clerk shall report to the Church Council, which shall establish and  
311 maintain policies for the implementation and execution of these duties.

312  
313 **C. TREASURER**

314  
315 The Treasurer shall be responsible for overseeing the proper receipt, aggregation,  
316 disbursement, investment, and financial reporting of all church funds. The Treasurer  
317 shall report to the Church Council, which shall establish and maintain policies and  
318 financial controls for the implementation and execution of these duties.

319  
320 The Council may establish appointed or staff positions to assist the Treasurer in the  
321 execution of his or her duties.

322  
323 The Treasurer shall have the authority to execute and/or endorse any financial legal  
324 documents related to investments, investment accounts, or banking arrangements of  
325 the Church, provided that such documents are compliant with the policies of the Church  
326 or the stated directions of the Council.

327  
328  
329 **ARTICLE VIII – MINISTRIES OF THE CHURCH**

330  
331 **SECTION 1. Core Ministries**

332  
333 The Church's mission shall be carried out through established Core Ministries that are central to  
334 the mission and ministry of the church (as defined earlier in this Constitution) and the vision  
335 and strategic plan (as articulated by the Council).

336  
337 Four Core Ministries are defined in this Constitution. If the Council feels that other Core  
338 Ministries should be created, the Council may do so. Each Core Ministry will be led by and  
339 managed by a small group who have each been nominated and elected for a term of 3 years.  
340 The ending dates of terms of office shall be staggered in a manner to ensure maximum  
341 continuity of membership from year to year. Each Core Ministry will oversee the activity of  
342 various Ministry Teams under its jurisdiction.

343  
344 The (Senior or Solo) Pastor will be a member of each Core Ministry.  
345

Our Core Ministries are:

**Worship:** The Worship Ministry shall oversee all aspects of worship in this Church. This Ministry shall coordinate with the Pastor and other Core Ministries on liturgical planning, seasonal decoration of worship space, and the securing of ushers, communion servers, acolytes and liturgists. The Ministry members include a Chair (lay leader), the Minister of Music and at least two (2) additional lay leaders.

**Faith Formation:** The Faith Formation Ministry shall oversee the development of opportunities to foster the growth of our faith. This Ministry shall promote and manage programming for church school, adult education, youth groups, confirmation, and intergenerational experiences. The ministry members include a Chair (lay leader), Faith Formation staff, and at least two (2) additional lay leaders.

**Outreach and Witness:** The Outreach and Witness Ministry shall lead and direct our relationship with local and global concerns. This Ministry shall evaluate and implement programs involving social justice and advocacy, local & global missions/support, ecumenical and interfaith activities/relationships, and the appointment of UCC delegations. The ministry members include a Chair (lay leader) and at least two (2) additional lay leaders. In addition, the annual conference delegates, Hartford Association delegates and Christian Activities Council delegates shall be appointed by this Ministry. This Ministry shall also manage the collection and disbursement of related special offerings, subject to approval by the Council.

**Congregational Care:** The Congregational Care Ministry shall oversee our response to the needs of members and friends. This Ministry shall focus on pastoral care, visitation and shut-in care, fellowship and social interaction, member-to-member care, welcoming ministries, and caring ministries. The Ministry members include a Chair (lay leader), and at least two (2) additional lay leaders.

## SECTION 2. Support Ministries

Support Ministries focus on the mission of the church by administratively supporting the Core Ministries and the Council, and by ensuring the appropriate management of resources such as facilities, revenue generation, recruitment, and communication. Support Ministries include the following:

**Facilities:** This Support Ministry shall oversee the physical plant and equipment of the Church, including the maintenance of the church building and grounds, the securing of property and liability insurance, and oversight of the use of the building by outside groups. Ministry members include a Chair and at least four additional lay leaders. Each member will

be elected for a term of 3 years. The terms of office shall be staggered in a manner to ensure maximum continuity of membership from year to year.

Because the Church relies on the good faith efforts of its members in carrying out the various ministries of the Church, the Facilities Support Ministry shall maintain adequate liability insurance coverage to indemnify each Church member for judgments, reasonable expenses, amounts paid, etc. for their personal liability due to acts or omissions within the scope of their duties as Church Officers, elected officials, or volunteers.

The Facilities Support Ministry may authorize unbudgeted expenditures from reserves up to ten percent of the annual budget for any single project, including all related items, without prior approval of the Congregation. All other major expenditures shall require the voted approval of the Congregation unless such expenditures are (a) included in the approved church budget, or (b) provided for by committed special contributions, bequests, pledges, or fund-raising events. Notwithstanding the amount, any transaction which requires the mortgaging or selling of real property or the borrowing of money shall not be made without the voted approval of the Congregation.

**Time, Talent, and Treasure:** This Support Ministry is responsible for the development and nurturing of the resources necessary to carry out the mission and ministries of the Church. This Ministry oversees the nominating process for elected positions, the planning and execution of the annual pledge campaign, the coordination of fundraising activities, and the development of other avenues for harvesting the time, talent, and treasure necessary to support the Ministries of the church. Ministry members include a Chair and two additional lay leaders. Each member will be elected for a term of 3 years. The terms of office shall be staggered in a manner to ensure maximum continuity of membership from year to year. In addition, the Chairs of the Nominating Committee and the Pledge Campaign Committee shall be members of the Time, Talent, and Treasure Support Ministry.

An elected **Nominating Committee** and an elected **Pledge Campaign Committee** will be responsible to the Time, Talent, and Treasure Support Ministry. At least three members shall be elected to each committee. The term for each elected member shall be three years, staggered in a manner to ensure maximum continuity of membership from year to year.

Any group or Ministry Team that sponsors a fundraising activity shall coordinate with this Support Ministry as to the nature, purpose, and recommended uses of the funds to be generated. This Support Ministry shall then recommend to the Council (for approval) the use of all revenues generated through each church sponsored fundraising activity.

In addition to these listed Support Ministries, other Support Ministries may be sanctioned by the Council, either as formal Support Ministries or as Ministry Teams.

### **SECTION 3. Ministry Teams**

Ministry Teams shall be formed to address specific tasks, projects, or limited areas of responsibility under the various Core and Support Ministries. A Ministry Team may be comprised of one or more members or friends. Each Ministry Team shall be sanctioned by and accountable to at least one of the following bodies: a Core Ministry, a Support Ministry, or the Council. A Ministry Team may be organized by a sanctioning body, but a Ministry Team may also be proposed by any person in the church community as long as the proposal is accepted by a sanctioning body. Ministry Team members are not elected; they are formed by people who are passionate about their ministry. Ministry team members do not need to be members of the Church.

Each Ministry Team shall complete and submit (to the Council or a sponsoring Ministry) a team plan stating the objective(s) of the Ministry Team, the plans to achieve the objective(s), and the requested financial support (if any). Once a Ministry Team is sanctioned, it must prepare and submit a written report at least annually, stating the current objectives, activities, and accomplishments. The Council shall establish and publish guidelines or templates for drafting such Ministry Team plans and periodic reports. These reports are intended to ensure that the Council, Core and Support Ministries, and any church body or member can read about the purpose and opportunities of Ministry Teams. The reports are also intended to ensure that everyone who seeks information can be aware of all church activities, and that all church activities are consistent with our overall mission and vision.

A Ministry Team can be dissolved at any time by the lead and/or members of that team. The dissolution of a Ministry Team must be communicated to Council prior to its dissolution. If a Ministry Team has been inactive it can also be dissolved by the Council or the sanctioning body.

## **ARTICLE IX PASTOR(S) AND STAFF**

### **SECTION 1. Pastors**

The Church shall call and employ ordained pastor(s) to order its worship and administer the sacraments, provide for the spiritual needs of its members, and provide leadership for the vision and the mission of the Church. The ministerial staff shall consist of one or more pastors who have been ordained in the United Church of Christ, or have ordained ministerial standing from another denomination and have been approved for serving a United Church of Christ congregation through Privilege of Call.

## **SECTION 2. Calling a Pastor**

**A.** When there is pastoral vacancy, a Pastoral Search Committee shall be formed. The Council shall nominate a slate of Pastoral Search Committee candidates who provide broad representation from within the Church. The slate of nominated members shall be ratified by a majority vote at a congregational meeting. The Pastoral Search Committee will consult with the Connecticut Conference office (or its successor). The Pastoral Search Committee shall stand until it is disbanded at a congregational meeting.

**B.** When calling an Associate or Assistant Pastor, the Senior Pastor will serve as a member of the Pastoral Search Committee.

**C.** A Pastor (Solo, Senior, Associate, or Assistant) shall be called by the Congregation by a two-thirds vote of the members present and voting at a congregational meeting. The Church Council must approve the terms of the proposed contract with the nominee prior to the meeting of the Congregation.

**D.** A called Pastor shall become a full member of the Church when their standing has been transferred from their previous association and shall be installed as soon as practicable after being called and accepting the position.

## **SECTION 3. Termination of a Pastor**

The relationship between a Pastor and Congregation may be dissolved by either party upon 60 days written notice.

In order for the Congregation to initiate the termination of the relationship between the Congregation and a Pastor, the Congregation must hold a vote at a meeting assembled according to Article X. Such vote shall be by secret, written ballot. and shall require approval by a two-thirds majority of the members present and voting.

## **SECTION 4. Professional, Administrative, and Support Staff**

The Council shall be responsible for the proper staffing of the Church to carry out its mission. In the event the Council desires to hire a staff member (either to replace a departing employee or to fill a new position), the Council shall determine the most effective means of accomplishing the new hiring.

The Church Council shall have the responsibility to ascertain the need for additional staff and to hire staff for positions other than those already in place, with search and hire processes determined by the Council, according to appropriate practices and procedures.

**ARTICLE X**  
**FISCAL YEAR AND CONGREGATIONAL MEETINGS**

The fiscal year of the Church shall begin on May 1 and end on April 30 of the following year. The books shall be closed and reports rendered as of the end of each fiscal year. All references to a year in this Constitution shall refer to a fiscal year.

The Church shall have two regular meetings each year, an Annual Meeting and a Budget and Elections Meeting. In addition, other special meetings may be called by the Council or by the Officers or members of the Church, as provided herein.

**SECTION 1. Annual Meeting**

The Annual Meeting of the Church shall be held after the close of each fiscal year, on a date and time as the Council shall determine. At the Annual Meeting, the Church shall receive reports of the various ministries, activities, plans, and financial expenditures of the Council and each of the Officers, Ministries, and Ministry Teams. The call for the Annual Meeting shall be issued by the Clerk by notice announced in church and published in the bulletin on the two Sundays preceding the meeting and on the day of the meeting. Written annual reports shall be published and made available at least one week prior to the date of the Annual Meeting.

**SECTION 2. Budget and Elections Meeting**

The Budget and Elections Meeting shall be held during the first two weeks of March, or on such other reasonable date and at such other time as the Council shall determine. The Church Budget for the next fiscal year shall be adopted at such meeting. Also, if the Church has received a bequest (or has been notified of a pending bequest) that is not designated for any specific purpose, the apportionment of such bequest (i.e., toward specific funds and/or projects) shall be recommended by the Council and approved by vote of the Congregation.

In addition to the financial agenda previously articulated, the Church shall elect candidates for Officers, Core Ministries, Support Ministries, and any Standing Committees designated to be filled by election.

Notice of the Budget and Elections Meeting shall be given in the same manner as that for the Annual Meeting. All budgets and nominations shall be published and made available at least one week prior to the date of the Budget and Elections Meeting.

**SECTION 3. Special Meetings**

Special meetings of the Church shall be called by the Council or upon the request in writing of three Officers or five members of the Church. Notice of any such meeting shall be given in the same manner as that for the Annual Meeting. No matter not included in the call to a special meeting shall be brought before such meeting.

561  
562 **SECTION 4. Cancellation of a Meeting**  
563

564 Any meeting that has been duly called may be canceled or postponed in advance if the persons  
565 calling the meeting agree with the cancellation or postponement, subject to the following  
566 requirements:

- 567
- 568 A. If the meeting was called by a vote of the Council, then a majority vote of the  
569 Council shall be required to cancel or postpone the meeting.  
570
  - 571 B. If the meeting was called by a request from three Officers, then at least two of those  
572 three Officers must agree to the cancellation or postponement.  
573
  - 574 C. If the meeting was called by a group of five or more members of the Church, then a  
575 majority of the calling group must agree to the cancellation or postponement, with  
576 the additional stipulation that there must no longer be five or more members of the  
577 calling group who wish to hold the meeting at the originally scheduled time.  
578

579 In the event that any meeting is canceled or postponed subject to the foregoing provisions,  
580 advance notification of such cancellation or postponement shall be made in a manner most  
581 appropriate to the situation, as determined by the Moderator, Pastor, and Clerk.  
582

583 Thirty members of the Church shall constitute a quorum at all regular and special meetings. No  
584 person other than a Full or Associate member of the Church in actual attendance shall be  
585 entitled to vote on any matter brought before the Church at any such meeting. "Roberts Rules  
586 of Order" shall be observed in the conduct of the regular and special meetings of the Church.  
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589  
590 **ARTICLE XI**  
591 **DISPOSITION OF REAL ESTATE PROPERTY**  
592 **DISSOLUTION OF THE CHURCH**  
593

594 The Church shall not sell, transfer or dispose of its real estate property used for worship or  
595 ministerial residences nor withdraw from the United Church of Christ except following open  
596 discussion at two special meetings of this Church at least three months apart with a two-thirds  
597 affirmative vote at each such meeting, further provided that the meetings have been called and  
598 a quorum is present in accordance with the requirements of this Constitution. Upon dissolution  
599 of the Church, its assets and all property and interests of which it shall then be possessed,  
600 including any devise, bequest, gift or grant contained in any will or other instrument, in trust or  
601 otherwise, made before or after such dissolution, shall be transferred and conveyed to the  
602 Connecticut Conference (or its successor organization) of the United Church of Christ. No  
603 member of the Church shall receive or be entitled to receive any of the assets of the Church in  
604 the event of its dissolution.



605  
606 **ARTICLE XII**  
607 **AMENDMENTS**  
608

609 Amendments to, or revisions of, this Constitution (except amendments to Article IX Sections 1-  
610 3, or Article XI, or this Article XII), may be adopted by two-thirds vote of the members of the  
611 Church present and voting at a regular or special meeting of the Church. The intent of the  
612 amendment(s) or revisions shall be made known with the call to the meeting and copies of the  
613 proposed text of the amendment(s) or revision(s) shall be posted on the Church's bulletin  
614 boards and made available in the Church offices at least 90 days in advance of the meeting.  
615 Revision of the sections excepted in the first sentence of this paragraph shall require affirmative  
616 two-thirds votes at two separate meetings duly called and separated by at least 90 days.  
617

618  
619 **ARTICLE XIII**  
620 **EFFECTIVE DATE**  
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622 This Constitution shall be effective on May 1, 2018.  
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