

BY-LAWS
Christ Church United Church of Christ
200 South White Oak Street, Annville, PA 17003
2006

ARTICLE I – Name

The name of this church is “Christ Church United Church of Christ,” and it may be called Christ Church. It will be referred to in this constitution as the church. Christ Church is located at 200 South White Oak Street, Annville, Lebanon County, Commonwealth of Pennsylvania.

ARTICLE II – Purpose

The avowed purpose of this Church shall be to worship God, to preach and teach the gospel of Jesus Christ, and to celebrate the Sacraments of Baptism and Holy Communion; to realize Christian fellowship and unity within this Church and the Church Universal; to render loving service toward humanity; and to strive for righteousness, justice, and peace. Christ Church affirms the responsibility of the church in each generation to make this faith its own in reality of worship, in honesty of thought and expression, and in purity of heart before God.

Article III – Polity

III 1. Government

The government of this church shall be vested in its members, who exercise the right of control in all its affairs, subject, however, to the Laws of the Commonwealth of Pennsylvania relating to religious corporations not for profit.

III 2. Fundamental Characteristics

This church is a part of the United Church of Christ, as well as of the Pennsylvania Central Conference of the United Church of Christ, and of the Lebanon Association of the Pennsylvania Conference of the United Church of Christ.

Article IV – Faith and Covenant

IV 1. Faith

This church acknowledges as its sole Head, Jesus Christ, the Son of God and the Savior of all people. It acknowledges as brothers and sisters in Christ all who

share in this confession. It looks to the Word of God in the Scriptures, and to the presence and power of the Holy Spirit, to prosper its creative and redemptive work in the world. It claims as its own the faith of the historic Church expressed in the ancient creeds and reclaimed in the basic insights of the Protestant Reformers. It affirms the responsibility of the Church in each generation to make this faith its own. It recognizes two Sacraments: Baptism and the Lord's Supper or Holy Communion.

One expression of our faith is the United Church of Christ Statement of Faith in the form of a doxology:

We believe in you, O God, Eternal Spirit,
God of our Savior Jesus Christ and our God,
and to your deeds we testify:
You call the worlds into being,
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.

IV 2. Covenant

We covenant one with another to seek and respond to the Word and Will of God, and to walk together in the ways of the Jesus Christ, made known and to be made known to us. We hold it to be the mission of this church that:

"Relying on the Holy Spirit to lead us and empower us, we worship God, and witness to the Gospel of Jesus Christ with loving service and commitment to justice and peace."

As did our ancestors, we depend on the Holy Spirit to lead and empower us. We pray for the coming of the realm of God, and we look with faith toward the triumph of righteousness and eternal life.

Article V – Membership

V 1. Reception of Members

The sacrament of baptism is the means by which a person is incorporated into the universal church as a Christian. Membership in this church shall be open to all Christians who profess their faith in Christ and assent to this church's Covenant. Membership shall be subject to approval of the Consistory and is open to any person who has been baptized, has been confirmed, or has made public confession of faith in Jesus Christ as Lord and Savior. Those prospective members who are then recommended by the Consistory shall be received into membership at a regular service of worship.

V 2. Expectations of Members

Members shall pledge themselves to attend the regular worship of the church and the celebration of the Lord's Supper; to live the Christian life; to share in the life and work of the church; to contribute to its support and benevolences; and to seek diligently the spiritual welfare of the membership and the community.

V 3. Termination of Membership

Voluntary.

Any member may, upon request, be granted a letter of transfer. If wishing to join a body not in fellowship with this church, a member may be dismissed with a certificate of church membership. If, because of change of faith or for other reasons not involving unchristian conduct, a member requests in writing to be released from membership obligations, the church shall patiently endeavor to

secure continuance in its fellowship; but failing in such effort, the church may grant the request and terminate membership. Such a request shall be approved by the Pastor and the Consistory and Secretary of the Consistory shall issue the appropriate letter of release.

Involuntary.

A member whose address has long been unknown or who for a period of two years, in spite of regular correspondence, has not attended the church's worship, communed or contributed to its support may, by recommendation of the Pastor or the Department of Congregational Care and vote of the Consistory, be removed from the membership roll and placed on a conditional list and so informed. If, after the expiration of a year, the relationship remains unchanged, the name may be dropped from the conditional roll by a further vote of the Consistory.

Death.

The Secretary of the Consistory will arrange for the church records to reflect the death of a member.

Reporting.

Names of persons asking for dismissal or whose membership is terminated for any reason shall be reported regularly to the Consistory by the Secretary of the Consistory.

V 4. Reinstatement of Membership

Any person whose membership has been terminated may, upon that person's documented request, be reinstated by the Consistory.

ARTICLE VI – Governing Body

VI 1. Governance

The governing body of this church shall be the membership assembled in congregational meeting. The vote of a majority of members present at the meeting shall be the action of the church. A quorum shall consist of forty (40) members.

VI 2. Business

It is the prerogative of the governing body to decide such questions as the buying

and selling of property, the approval of the budget, building projects, extensive repairs of church property, the call and rejection of a Pastor, and questions of the policy of the church as well as changes in the By-Laws. For the transaction of all other business, the administration of the church is entrusted to the Consistory, chosen and composed as provided in these By-Laws.

VI 3. Meetings

The Annual Meeting of the church shall be held in the month of January unless a change in date is necessary, in which event it shall be held at a date fixed by the Consistory. Notice thereof shall be given by public announcement on each of two Sundays immediately preceding the meeting.

Special Meetings may be called by the Consistory or upon the written request of five percent of the communicant members. The Secretary of the Consistory shall issue a call for such a meeting not less than ten nor more than sixty days after the request has been received. Notice of the time, place and purpose (stated generally) of the special congregational meeting shall be given in the manner hereintofore stated for the notice of the Annual Meetings. Only such business as has been mentioned in the call may be transacted at such special meetings.

VI 4. Nominations

Nominations shall be made for the following offices of the church: Elders: President, Vice President, Secretary of the Consistory and four Elders who will serve as Chairpersons of the Departments; Deacons: Treasurer, Youth Member and five Deacons who will serve as the Chairpersons of the Standing Committees; two Members of the Nominating Committee; two Delegates to the Pennsylvania Central Conference of the United Church of Christ; two Delegates to the Lebanon Association of the Pennsylvania Central Conference of the United Church of Christ. Public notice of such nominations shall be given each Sunday for at least two weeks before the election. Additional nominations may be made from the floor by the congregation for each office at the Annual Meeting, with the consent of the nominee.

Article VII – Consistory

VII 1. Church Consistory Established

The voting members of the Consistory shall be seven Elders and seven Deacons. The non-voting members of the Consistory shall be the Pastor, all other ministerial employees of the church, and the most recent President of the Consistory. At the first meeting of the Consistory, after the Annual Meeting, the Consistory shall appoint a Financial Secretary and an Assistant Treasurer who need not be members of the Consistory. The Consistory may form additional

committees and add additional non-voting members of the Consistory to further the purpose of the church if deemed necessary.

VII 2. Officers and Members of the Consistory

Elders and Deacons

Seven Elders and seven Deacons shall be elected to the Consistory in the following manner. The Elders shall be elected to serve as President, Vice-President, and Secretary, and Chairperson of the **four** Departments of the Church. The Deacons shall be elected to serve as Treasurer, Youth Delegate, and Chairpersons of the five Standing Committees of the Church. The duties and terms of office for Elders and Deacons shall be consistent with those stated in Article VII 3 (President, Vice-President, Secretary, Treasurer), Article VIII (Standing Committees), and Article IX (Departments).

Youth Member

A Youth Member of the Consistory shall be elected as a Deacon for a one-year term at the Annual Meeting. The youth member shall be a member of the church and not serve more than three consecutive years.

VII 3. Duties of the Officers of the Consistory, Assistant Treasurer, and Financial Secretary

President

The President shall preside and moderate all meetings of the church members and the Consistory. The President shall serve as an ex-officio member of all departments and committees of the church. The President shall be elected at the Annual Meeting to a one year term, but may not serve more than three consecutive terms. The President, in consultation with the Pastor and such other members of the Consistory, its committees, and the departments of the church as he or she shall deem appropriate, shall be responsible for developing the agenda for meetings of the Consistory. The President shall provide for the presentation and interpretation of the actions of the Consistory to the congregation. The President shall be empowered to co-sign all legal documents and may sign checks in the name of the congregation.

Vice President

The Vice President shall assume the duties of the President in the event of the President's absence, disability or death. The Vice President shall be elected at

the Annual Meeting for a term of one year and no Vice President may serve more than three consecutive terms.

Secretary of the Consistory

Secretary of the Consistory shall prepare, preserve and post the minutes of all meetings of the church members and of the Consistory; supervise the registration of names of all church members and the dates of their admission, dismissal or death, the record of all baptisms and weddings, and the issuance of letters of transfer, dismissal and recommendation. The Secretary of the Consistory is elected at the Annual Meeting for a term of one year and no Secretary of the Consistory may serve more than six consecutive terms.

Treasurer

Subject to the supervision of the Consistory, the Treasurer shall have charge of all funds collected by the church and shall be responsible for the timely disbursement of funds as authorized by the proper department Chairperson or Officer. The Treasurer shall keep separate accounts of all allocated funds. All checks shall be drawn in the name of the church. The Treasurer shall also serve as an ex-officio, nonvoting member of the Stewardship and Mission Department and an ex-officio, nonvoting member of the Finance Committee. The Treasurer shall make reports of the Church's finances to the Consistory and to the membership at the Annual Meeting. The Treasurer shall be bonded or the Church shall be otherwise protected by fidelity insurance, in an amount satisfactory to the Consistory. The Treasurer shall be elected at the Annual Meeting for a term of one year and no Treasurer may serve more than six consecutive terms.

Assistant Treasurer

Although not an officer, an Assistant Treasurer may be appointed by the Consistory. The Assistant Treasurer shall render such assistance to the Treasurer as may be necessary and may serve in place of the Treasurer in the event of the Treasurer's absence, disability or death. The Assistant Treasurer shall be bonded or the Church shall be otherwise protected by fidelity insurance, in an amount satisfactory to the Consistory. No Assistant Treasurer may serve more than six consecutive terms.

Financial Secretary

The Financial Secretary shall be appointed by the Consistory each year. The Financial Secretary shall keep an accurate account of the giving of each member or giving unit of the church and shall give a record of such account to each

member or giving unit at least once a year or at the direction of the Consistory. The Consistory may assign other responsibilities to the Financial Secretary as it deems necessary. No Financial Secretary shall serve more than ten consecutive terms.

VII 4 Duties of the Consistory

The Consistory shall be the policy-making body of the church; shall transact the business of the church; shall make provision for the determining and raising of the current-expense budget of the church and for the benevolences of the United Church of Christ and other benevolences and authorize the expenditures thereof; shall provide for the auditing of financial accounts; and shall provide for the adequate support of the staff. It shall keep an accurate record of its proceedings, be the custodian of all church records, and report to the membership at its regular and special meetings.

VII 5. Property

The Consistory shall have the care and custody of the church's property, whether real or personal, as a sacred trust in accordance with the provisions of the articles of Incorporation and these By-Laws.

VII 6. Fiscal Responsibilities

The Consistory shall instruct the proper officers on all fiscal matters, including the payment of bills, with regular review by the Consistory. The Consistory may authorize any extraordinary expense not exceeding \$5,000.00 and may authorize the borrowing of money in sums not to exceed the total of \$5000.00.

VII 7. Meetings

All meetings of the Consistory, of each of the departments, and of each of the committees or other bodies created hereunder shall be open to any church member, except to the extent such body shall determine that attendance by non-members of the body is inappropriate because of the subject of discussion. However, any such exclusion of a church member may be appealed to the Consistory. No such body is hereby required to permit such non-member of the body to be heard or to participate in its discussions. The Consistory shall meet at least nine times each year for the transaction of such business as may properly come before it. Special meetings may be held at any time and place upon notification of all members of the Consistory by the President, the Pastor, or by five of its members. When Consistory calls an executive session, participation shall be limited to voting members of Consistory and such other persons, if any,

as are invited to participate by the presiding officer.

VII 8. Restrictions of Power

The Consistory shall not have the authority to decide such questions as the buying and selling of real property, major building projects, the call of a Pastor, or the termination of a Pastor's office, which powers shall reside exclusively in the membership.

VII 9. Other Functions

In addition to the responsibilities delegated to the Consistory, the Consistory shall have the following functions:

Long-Range Planning. The Consistory shall initiate and coordinate the long-range and strategic planning efforts of the church.

Interdisciplinary Communication and Cooperation. The Consistory shall coordinate the work of and have authority over departments, committees, task forces, and all regularly constituted church bodies and other organizations. It shall also encourage thematic programming, facilitate communication, and reconcile differences, among such bodies.

Coordination of all-church events, activities and celebrations. The Consistory shall promote such all-church events and activities as enhance the experience of fellowship and celebration in the life of the church.

VII 10. Quorum

A quorum for a meeting of the Consistory shall consist of not less than seven of its voting members then in office, at least one of whom is an officer. In case a quorum is not available, its voting members present may adjourn to another time.

VII 11. Multiple Offices

No person may simultaneously hold more than one position, elected or appointed, which entitles them to serve on the Consistory. No member of the Nominating Committee, except for the Chairperson, may serve on the Consistory.

VII 12. Parliamentary Procedure

The edition of *Robert's Rules of Order* in effect at the time of the meeting in question shall govern all meetings of the church members, the Consistory, each department and each committee or other organization in all cases in which they are applicable and in which they are not in conflict with other provisions of the By-Laws.

ARTICLE VIII – Standing Committees

VIII 1. Committees Established

There shall be five Standing Committees of the Consistory: Finance Committee, Nominating Committee, Personnel Committee, Building and Grounds Committee, and Pastor-Pastoral Relations Committee. The Chairpersons of the Standing Committees are elected at the Annual Meeting as Members-at-Large of the Consistory to serve for a three-year term or until a successor is chosen. No person shall be a Chairperson of a particular Standing Committee for more than two terms (6 years).

VIII 2. Finance Committee

Purpose. The Finance Committee shall oversee the Treasurer to assure that appropriate financial controls are in place and are being followed, and to monitor overall budgetary compliance. The Finance Committee shall prepare an annual budget each year and submit it at the November meeting of the Consistory for review and approval.

The Finance Committee will oversee such contributions, grants, and bequests as may be made by any person or persons, to be held in, invested by or disbursed by the Church, whether restricted or not, provided any and all such purposes are in conformity with the functions of this church and are not otherwise prohibited by these By-Laws or by statute, and comply with the federal taxing statutes covering tax-exempt organizations so as to qualify such contributions, grants and bequests as deductions for purposes of federal income and federal estate taxation.

The Consistory may delegate to the Finance Committee such rights, powers, duties and obligations as the Consistory may deem necessary for the proper fulfillment of and proper management of its funds. The actions of the Finance Committee shall be subject at all times to review and approval by the Consistory, which may also direct or supervise audits of the financial transactions of the Finance Committee

Members. In addition to the Chairperson of the Finance Committee, committee shall consist of the President, the Vice President of the Consistory, the Chairpersons of the Personnel Committee, the Buildings and Grounds Committee and the Stewardship and Mission Department. The Treasurer and the Pastor will serve as ex-officio, nonvoting members.

Reporting: The Finance Committee shall report on its activities to the Consistory.

VIII 3. Nominating Committee

Purpose. The Nominating Committee shall annually make nominations of church members for the following positions to be filled at each Annual Meeting of the church members:

President, Vice President, Secretary of the Consistory, Treasurer, four Elders who will serve as Chairpersons of the Departments, five Deacons who will serve as Chairpersons of the Standing Committees, and one Deacon to serve as a Youth Member of the consistory, one Member of the Nominating Committee, two Delegates to the Pennsylvania Central Conference of the United Church of Christ, two Delegates to the Lebanon Association of the Pennsylvania Central Conference of the United Church of Christ.

It shall also annually, in consultation with the Pastor, make recommendations to the Consistory for the appropriate number of openings on the Standing Committees and Departments of the Church. In its deliberations, the Nominating Committee shall take into account, among other considerations, the desirability of both continuity in elective office and diversity that is representative of the congregation.

In addition, the Nominating Committee shall endeavor to avoid nominations that would result in a person serving on the Consistory for more than nine years, unless the terms of office were otherwise designated in these By-Laws.

Members. The Nominating Committee shall consist of its Chairperson and three elected members. The Pastor is an ex-officio, nonvoting member. At each Annual Meeting one member of the Nominating Committee shall be elected for a three-year term to succeed the member whose term is expiring. No person shall serve as an elected member of the Nominating Committee for a second consecutive three-year term nor shall any officer of the church be elected to the Nominating Committee.

Nominations. The annual report of the Nominating Committee shall be published in the church bulletin or mailed, through the U. S. Postal Service, members of the church at least fourteen days prior to the Annual Meeting. A church member in good standing may make additional nominations on the floor at the Annual Meeting with the consent of the nominee.

Reporting: The Nominating Committee shall report on its activities to the Consistory.

VIII 4. Personnel Committee

Purpose. The Personnel Committee shall prepare staff job descriptions, develop personnel policies, conduct annual employee performance evaluations and address concerns of the staff. The committee shall conduct interviews for all vacant positions, except the Pastor, and recommend candidates to the Consistory for approval. The Personnel Committee shall review, once each year, the compensation of all church employees, except for the Pastor, and report its recommendations to the Finance Committee.

Members. The Personnel Committee shall consist of its Chairperson and not fewer than three members of the congregation who are appointed to serve no more than two consecutive three-year terms. The Consistory shall make such appointments upon the recommendations made by the Nominating Committee in consultation with the Pastor so that the terms of office are staggered.

Reporting. The Personnel Committee shall report on its activities to the Consistory.

VIII 5. Building and Grounds Committee

Purpose: The Building and Grounds Committee shall develop policies regarding the use of the church building, equipment and facilities, develop energy-saving strategies to improve the cost effectiveness of the church's daily operations and review, recommend, and initiate property and equipment repairs and replacements. The Buildings and Grounds Committee shall assure that the church building and grounds, the key resources of the congregation, are maintained in a way that makes the building and grounds available for the mission of the church as identified by the congregation through its elected leadership and staff, and are in keeping with the health, safety and aesthetic standards of the community.

Membership. The Building and Grounds committee shall consist of its Chairperson and no less than four other members appointed by the Consistory for no more than two consecutive terms of three years.

Reporting. The Building and Grounds Committee shall report on its activities to the Consistory.

VIII 6. Pastor-Parish Relations Committee

Purpose. The purpose of the Pastor-Pastoral Relations Committee shall be to provide advice and support to the Pastor and foster an open and healthy relationship between the Pastor and members of the congregation and, from time to time, to do likewise for or on behalf of other members of the ministerial staff.

Members. The Pastoral Relations Committee shall consist of the Chairperson, and five members of the congregation who are appointed to serve three-year terms. The Consistory shall make two appointments upon the recommendations made by the Nominating Committee, and the Pastor shall make three appointments; terms of office are staggered. Members may not serve consecutive terms.

Confidentiality. Because dialog between the Pastoral Relations Committee and the ministerial staff is, of necessity, confidential, the Pastoral Relations Committee will not be expected to present regular reports of its deliberations to the Consistory.

ARTICLE IX – Departments

IX 1. Departments Established

There shall be the following four departments of the church: (1) Department of Congregational Care, (2) Department of Christian Enrichment, (3) Department of Stewardship and Outreach, and (4) Department of Worship and Witnessing.

IX 2 Department Composition

The membership of each department shall consist of its Chairperson and no less than four additional members appointed by the Consistory. The Chairperson of each department shall be elected by the church members at the Annual Meeting as Elders of the Consistory to serve for a three year term or until a successor is chosen. No person shall be Chairperson of a particular department for more than two terms (6 years). No person shall serve more than six consecutive years as an appointed member of a department.

IX 3. Meetings

Each department shall hold regular meetings at times and places fixed by it or by its Chairperson, no less than four times each year. Special department meetings may be held at any time and place upon call by the Chairperson or by three of its members.

IX 4. Department Organization

All committees and other organizations affiliated with the church, except the Standing Committees of the Consistory and other bodies established by the Consistory from time to time which report directly to it, shall be assigned to a department for purposes of coordination by the department. Such assignments shall be made and from time to time may be changed by the Consistory,

consistent with the functions of each department. The department shall periodically review the assignments and the organization of the department and make recommendations to the Consistory.

IX 5. Reporting of assigned committees

The committees or other organizations assigned to a department shall report regularly on their activities to the department. Each department shall in turn report regularly on its activities and on the activities of its assigned committees and other organizations to the Consistory. Each department shall be subject to the authority and direction of the Consistory.

IX 6. Department Functions

The Biblical preamble and functions of each department shall be as follows:

A. Congregational Care

“Come to me, all you that are weary and are carrying heavy burdens, and I will give you rest.” *Matthew 11:28*

The Congregational Care Department shall coordinate the efforts of the church in the areas of pastoral and congregational care. Together with the Pastor or Pastors, the committee shall meet on a regular basis and concern itself with the spiritual oversight of the entire congregation, seeing that the rites and sacraments of the church are properly administered. Particular concern shall be exercised in the area of church membership. The Department of Congregational Care shall review applications for membership and submit names of potential new members to Consistory for approval. The Department shall review the status of delinquent members and, if appropriate, recommend dismissal to the Consistory.

The Department of Congregational Care shall develop and implement a comprehensive church growth strategy that seeks to attract, identify, inform, and encourage potential members to join the church and live out their gifts as active members of the church.

B. Christian Enrichment

“Truly I tell you, unless you change and become like children, you will never enter the realm of heaven.” *Matthew 18:3*

The Department of Christian Enrichment shall coordinate the religious education and hospitality functions of the church as relating to children, youth, and adults.

Education: The Department of Christian Enrichment shall develop and maintain the total Christian education ministry of the church.

Hospitality: The Department shall develop and implement a hospitality program, as well as a ministry to and with college students. It shall extend cordiality to members, guests, and friends of the church, which includes arranging for the entertaining of special guests as needed. The department shall provide for social events each year, including those for new members, and shall prepare or arrange for refreshments for a coffee hours, special fellowships or appropriate occasions, as may be requested by Consistory.

C. Stewardship and Mission

“As soon as the word spread, the people of Israel gave in abundance the first fruits of grain, wine, oil, honey, and of all the produce of the field; and they brought in abundantly the tithe of everything.”

2 Chronicles 31:5

Missions: The Department of Stewardship and Mission shall coordinate, evaluate, promote and initiate the Church’s relationship with other organizations as we seek to provide the Church’s members with opportunities to share with others God’s gifts of talent, time and money. The Department shall work closely with church members and groups of the church to promote and coordinate opportunities for hands-on-mission and faith-in-action initiatives and prioritize the charitable giving of the church with the best interests of the church as a whole in mind.

Stewardship: The Stewardship and Mission Department shall develop and implement a comprehensive stewardship program including a fund raising strategy (annual, new member, and legacy giving). It shall also endeavor to raise the congregation’s awareness of the relationship between our giving and our faith by promoting Our Church’s Wider Mission, the special offerings of the United Church of Christ, and the financial support any local church endeavors. The President and Treasurer serve as ex-officio, non-voting members of the Department of Stewardship and Mission.

D. WORSHIP AND WITNESS

“Make a joyful noise to God, all the earth. Worship God with gladness; come into God’s presence with singing.” *Psalm 100:1-2*

“ No one after lighting a lamp puts it under the bushel basket, but on the lamp stand, and it gives light to all in the house. In the same way, let your light shine before others ...” *Matthew 5:15-16a*

Worship: This church strives to provide meaningful, relevant worship experiences to meet the needs of the congregation and glorify God. The Department shall arrange for a music program for the entire church, worship leaders, greeters, ushers, acolytes and those responsible for the paraments and flowers. The Department shall coordinate the worship services for the church year and arrange for guest preachers and special services. The Department shall support the Ministerial staff to create vital worship which develops the church's openness to God's Spirit. The Department shall also advise the Pastor on other rites of the church such as weddings and funerals. The Department shall also serve as advisors for those preparing for the ministry.

Witness: Through a program of theological study, prayer and a sensitivity to the gifts and challenges to faith posed by society, this department will endeavor to prepare our members for Christian witness. Through our worship together we shall encourage our members to examine scripture and how their faith informs their understanding of and participation in this culture and community by providing special opportunities for study, reflection, prayerful discernment, and discussion of faith-based issues, all the while encouraging reflection and dialog among church members representing diverse views.

ARTICLE X – Other Committees and Organizations

X 1. Committees Established

The Consistory, from time to time, may establish, delineate the functions of and dissolve such committees or other bodies as it deems desirable. The provisions of this Article VIII shall apply to such committees and other bodies, but not to Departments and Standing Committees.

ARTICLE XI – Ministers

XI 1. Calling of the Pastor

It shall be the responsibility of the Search Committee, appointed by the Consistory, to seek a candidate for a vacancy in the office of Pastor in accordance with the Constitution and By-Laws of the United Church of Christ.

XI 2. Election of a Pastor

The Congregation shall elect as Pastor only a minister who has been approved by responsible officials of the United Church of Christ. The Consistory shall nominate one candidate at a time and the congregation, after due consideration,

shall vote by ballot for or against the candidate's election. If the candidate is elected, the congregation through its Consistory shall tender a Call according to the form prescribed by the Pennsylvania Central Conference of the United Church of Christ. A favorable vote of the membership present constitutes a Call. Upon acceptance of the Call, the Pastor's moving expenses shall be paid in full by the church.

XI 3. Installation

When a minister accepts a Call to this church, the church and the minister shall join in requesting the Lebanon Association to arrange for a service of installation or recognition. A report of this service shall be signed by the proper officer of the Association and by the Conference Executive, and copies shall be sent to the Secretary of the United Church of Christ.

XI 4. Length of Call

The Pastor shall be elected for an indefinite period. In order to terminate this relationship, three months notice shall be given by either party unless by mutual consent.

XI 5. Discipline

Christian discipline of the Pastor shall be in conformity with the Constitution and By-Laws of the United Church of Christ.

XI 6. Pastor's Duties

It shall be the responsibility of the Pastor to conform to the job description written by the Personnel Committee and approved by the congregation.

ARTICLE XII– Miscellaneous

XII 1. Corporate Matters

The church may in its corporate name sue or be sued, acquire by purchase, gift, devise, bequest or otherwise and own, hold, invest, reinvest or dispose of property both real and personal for such work as the church may undertake and may purchase, own, receive, hold, manage, care for and transfer, rent, lease, mortgage or otherwise encumber, sell, assign, transfer and convey such property for the general purposes of the church; it may receive and hold in trust both real and personal property and invest and reinvest the same and make any contracts for promoting the objects and purposes of the church.

XII 2. Dissolution of the Church

Upon dissolution of the church, its assets and all property and interests of which it shall then be possessed, including any devise, bequest, gift, or grant contained in any will or other instrument, in trust or otherwise, made before or after such dissolution, shall be transferred to Penn Central Conference of the United Church of Christ.

XII 3. Fiscal Year

The fiscal year of the church shall be the calendar year.

XII 4. Vacancies

If an elected or appointed position becomes vacant prior to the expiration of the term for which the vacating member had been elected or appointed, such vacancy shall be filled by the Consistory until the position can be filled by election at an Annual Meeting.

XII 8. Regular Review of By-Laws

The By-Laws may be revised at any time; however, in any event, the By-Laws shall be reviewed by a task force convened by Consistory for that purpose no less frequently than every five years.

ARTICLE XIII – Implementation and Amendments

XIII 1. Implementation

Following the adoption of the By-Laws and prior to the effective date, the Consistory shall develop a plan for transition to and implementation of the new By-Laws, including the staggering of multi-year terms of office as deemed appropriate. The Consistory is authorized and directed to carry out the plan as of the effective date and inform the congregation of its particulars.

XIII 2. Amendments

Amendments to these By-Laws may be made at any duly called congregational meeting by a two-thirds affirmative vote of the members present, and after a

public announcement of the text of the proposed amendment(s) having been made two weeks prior to the meetings and mailed, through the U. S. Postal Service, to all members of the church.

February 2006