

Constitution
The First Congregational Church of the United Church of Christ
Boulder, Colorado

(Rev.112110, as amended January 26, 2014)

PREAMBLE

This Constitution governing the First Congregational Church of the United Church of Christ, Boulder, Colorado, was adopted on September 24, 2010 and amended thereafter from time to time, most recently on January 26, 2014. All capitalized terms used throughout this Constitution shall have the meanings stated in Article IX DEFINITIONS.

ARTICLE I: NAME AND SEAL

The name of the Church is the First Congregational Church, Boulder. It is incorporated under the laws of the State of Colorado and adopts as its corporate seal a circle containing the words: "The First Congregational Church Boulder" with the word "Seal" across the center and the word "Colorado" at the bottom of the seal. Although the legal name of the Church shall be as above set forth, all ministerial activities of the Church, as distinguished from purely legal (business) matters, shall be conducted under the name of "The First Congregational Church of the United Church of Christ, Boulder."

ARTICLE II: BELIEF

While Members of the Church commonly hold to the central truths of the Christian faith and are in fellowship with the United Church of Christ, no creed is held to be binding upon individual Members. Each Member shall have the undisturbed right to follow the word of God according to the dictates of conscience, under the enlightenment of the Holy Spirit.

ARTICLE III: MEMBERSHIP

Section III.1. Qualifications

The Church will welcome into its membership any person who enters into the Covenant.

Section III.2. Conditions and Reception of Members

A. Definition of Members.

The membership of the Church shall consist of Members, those persons who confess their Christian faith and receive Baptism (if not previously baptized), or who present satisfactory letters of transfer from other Christian churches, or who

reaffirm their faith if they have been members of a Christian church but for valid reasons cannot obtain letters of transfer. Upon recommendation of the Senior Minister, with approval of the Board of Spiritual Life, a Member may be received without external baptism.

B. Associate Members.

Members of other faith communities who for good reason do not wish to surrender membership in their home faith communities may on recommendation of such faith communities be admitted to Associate Membership but with the understanding that they have not lost their membership in the faith communities recommending them. As Associate Members, they shall have all the rights, responsibilities, and privileges of Members.

C. Assent to Covenant.

Members must publicly assent to the Covenant and receive the right hand of fellowship. When, in individual cases, public assent would impose hardship, assent to the Covenant may be given privately and later announced publicly. Names of all new Members and Associate Members shall be recorded in the rolls of the Church.

Section III.3. Covenant

Those uniting with the Church shall enter into the following Covenant:

We ask that you seek God's guidance, through prayer and meditation, for the ordering of your life; we ask that you submit yourself, your spirit, your thought, your behavior, to God's will as you understand it; we ask that you keep your heart and mind open to receive whatever light or truth may yet break forth from God's Holy Word; we ask that you will seek to learn more and more of Jesus Christ, so that your life may be enriched and the realm of God be advanced on Earth. In uniting with this Church, do you promise to sustain it by attending its services of worship, participating in its activities, living in the bond of Christian fellowship, and making such contributions to its prosperity as lies within your power. If so, say I do.

The Congregation will affirm the Covenant with an appropriate response of welcome.

Section III.4. Rights and Responsibilities of Members

A. Rights.

All Members may act in the transactions of the Church. Only Members may vote and be Officers. Members have the responsibility to uphold their Covenant.

B. Continuance of Membership.

The continuance of membership shall be subject to the following regulations:

1. Any Member may be granted a letter of transfer to any other Christian church. The names of all Members who have been granted a letter of transfer shall be removed from the rolls when the transfer is completed.
2. If a Member requests to be released from the Covenant, one of the Officers shall patiently and kindly endeavor to secure continuance of the Member in the fellowship of the Church. If such endeavor is unsuccessful, the Member's request shall be granted and Membership terminated.
3. Members and Associate Members whose addresses have long been unknown or who for a period of two years, in spite of kindly reminders, have not communicated with the Church or contributed to its support, may be transferred to the inactive list and so notified, if possible. From the date of such transfer, such persons shall no longer be reported on the active Membership roll nor have the rights of membership.
4. Any person whose Membership has been terminated may, for good and sufficient reasons, be restored to Membership.

ARTICLE IV: GOVERNING POLICIES

Section IV.1. Government

The government of the Church is vested in the body of believers who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligation of cooperation, counsel, and aid, which are common among churches of the United Church of Christ.

Section IV.2. Inclusive Non-discrimination Policy

It is the policy of the Church not to discriminate against any person, group or organization in membership, employment, use of facilities, provisions of services or funding on the basis of race, sex, gender identity, age, nationality, sexual orientation, ethnic identity, marital status, or disability.

Section IV.3. Financial Policy

The written Financial Policy of the Church sets forth the procedures for receipt, management, and disbursement of Church income and accounts. The

Constitution will take precedence in any issue of facts or interpretation of the Financial Policy.

Section IV.4. Personnel Policy and Procedures

Personnel policies and procedures shall be contained in the Employee Handbook. It is the responsibility of the Personnel Committee to revise and update the Employee Handbook to conform to the decisions of the Church and applicable laws and regulations. Any changes to the Employee Handbook must be approved by the Church Council.

ARTICLE V: ORGANIZATION

Section V.1. Officers

The Officers of the Church shall be the Senior Minister, Associate Ministers, the Moderators, Treasurer, Clerk, Historian, and the members of the Boards and Standing Committees. All Officers must be Members.

A. Term.

All Officers of the Church, except the Ministers, shall hold office until their successors are elected. A full term of office shall be three (3) years unless otherwise specified. No Officer shall be eligible for re-election to the same office, after serving a full term, until one (1) year has elapsed, except the Historian, Treasurer, Clerk and Members of the Standing Committees_who may hold those offices longer than three (3) years,_subject to re-nomination and approval by the Congregation. Vacancies in offices may be filled temporarily by the Church Council. Appointments by the Church Council shall constitute nominations for vacant offices and an election will be held at the next regular or special Congregational Meeting. Persons elected to fill vacancies will serve for the unexpired term. Anyone elected to a partial term may be immediately re-elected to a full term.

B. Election.

An election of Officers shall be held at each Annual Meeting. Election may be by voice vote, except when a ballot is called for by the Congregation or when nominations have been made from the floor. A majority of the Members present at the Annual Meeting, as determined by the Moderator, shall be necessary for election. Each of the Boards shall maintain its full normal activities until its successors shall be elected by the Members at the Annual Meeting, which ordinarily takes place late in January of every year.

Section V.2. Staff

For all Staff, except as provided below, issues of hiring, resignation, and termination shall be handled as provided in the Employee Handbook and shall in all cases be consistent with applicable laws and regulations.

A. Senior Minister

The Senior Minister shall be elected by the Church by a two-thirds vote of Members present and shall be called for an indefinite term or for a definite term.

1. Selection.

When a vacancy occurs in the ministry, the Church Council shall nominate a Ministerial Selection Committee (“MSC”) consisting of nine persons for election at a regular or called Congregational Meeting. The MSC, after seeking the guidance of the Divine Spirit, shall in consultation with the Minister of the Conference and others make a canvass of available ministers, settle upon one who, in its judgment, is worthy of being called to the ministry, introduce the nominee to the Church, and at a duly called Congregational Meeting, conduct an election.

2. Call.

When a Minister has been called, the Church will work with the Association to which the Church belongs to install the Minister. The Minister shall become a Member of the Church and of the Association of which the Church is a member at the first opportunity.

3. Duties.

1. The Senior Minister shall have charge of the pulpit, preach the gospel, administer the sacraments, be responsible for religious services and assemblies, exercise zealous care for the furtherance of the truth and the general welfare of the Church, and other duties as may be assigned in her or his letter of call.
2. The Senior Minister shall be a member ex-officio of all Committees and Boards of the Church. The Senior Minister is the head of staff and in this capacity is responsible for supervision of all Staff in accordance with the policies contained in the Employee Handbook and as directed by the Personnel Committee and the Church Council.

4. Resignation and Termination.

The Senior Minister may resign at any time, giving at least (60) sixty days notice, if possible. In the case of loss of ministerial standing on the part of the Senior Minister, relations shall cease at once. All other issues of termination shall be governed by the procedures contained in the Employee Handbook.

B. Associate Minister

The Church may, at its discretion, choose one or more Associate Ministers.

1. Selection and Call.

The Associate Minister shall be selected and called by using the same procedure as that used for the Senior Minister. An Associate Minister shall not be selected without the approval of the Senior Minister.

2. Duties.

The Associate Minister(s) shall share in the pastoral ministry of the Church including, but not limited to, leadership of worship and administration of the sacraments, and other duties as may be assigned in her or his letter of call.

3. Resignation and Termination:

Resignation and Termination: The termination of an Associate Minister's office shall follow the same procedure as that for the Senior Minister.

C. Program Staff

As needed, Directors of Christian Education, Music, Youth, or any other program area deemed necessary by the Church shall be chosen and released in compliance with the policies and procedures of the Employee Handbook, including the job description for such positions. Should a vacancy occur in any unordained Program Staff position, the Church Council shall appoint a Search Committee to find and recommend a candidate to the Church Council to fill such vacancy on an appropriate interim or permanent basis.

D. Other Staff

People, other than Ministers or Program Staff ("Other Staff") may be hired in compliance with the policies and procedures of the Employee Handbook.

Section V.3. Lay Officers

"Lay Officers" shall mean the Moderators, Treasurer, Clerk, and Historian whose duties and election shall be as described in this Section 3.

A. Moderators:

There shall be three moderators as described below:

1. **Moderator** shall serve one year before becoming the Past Moderator; shall be the chief lay leader of the Church; shall sign all necessary instruments for and on behalf of the Church when authorized to do so by the Church; shall preside at all meetings of the Church held for business purposes; and shall be an ex-officio member of all Boards and Committees and Chair the Church Council.

2. **Moderator-Elect** shall serve one year before becoming Moderator; shall assist the Moderator in any way necessary; shall serve as acting moderator in the absence or incapacity of the Moderator and Past Moderator; shall be a member ex-officio of the Church Council.

3. **Past-Moderator** shall serve one year; shall chair the Personnel Committee and the Nominating Committee; shall be available to the Moderator and Moderator-Elect for advice; shall serve as acting moderator in the absence or incapacity of the Moderator; shall be a member ex-officio of the Church Council.

B. Treasurer

The Treasurer, who shall also be an ex-officio member of the Board of Management, shall be responsible for keeping an account of all monies and other properties received, paid out, and held on behalf of the Church. The Treasurer shall not pay out any of the funds of the Church, except as directed by the Board of Management and at each Annual Meeting, and more often if required, shall make a report on the transactions of this office, which report shall have been first submitted to and approved by the Board of Management. In addition, the Treasurer shall be authorized to pay out grants from the Benevolence Grants Account following approval of said grants by the Church Council.

C. Clerk

The Clerk, who shall also be an ex-officio member of the Board of Management, shall be responsible for recording the transactions of all business meetings of the Congregation, of the Board of Management and of the Church Council. The Clerk shall keep a copy of the Articles of Incorporation of the Church and a copy of the Constitution; shall countersign all deeds, mortgages, and instruments of conveyance and encumbrance by the Church and affix the seal of the Church thereto; and shall have custody of the corporate seal and to perform other relevant duties.

D. Historian

The Historian shall maintain the historical records of the Church, as appropriate.

Section V.4. Boards: General Provisions

The Boards of the Church shall be as follows: Spiritual Life, Management, Christian Education, Parish Life, and Missions and Christian Social Action. Each year, at its October meeting, each Board shall nominate and vote on one of its members (or two, should the Board desire co-chairs) to be its chairperson(s) for the next year.

A. Composition:

Each Board shall consist of the number of members specified below for that particular Board, one-third to be elected annually. From time to time, the composition of the Boards may be changed by a majority vote of the Congregation.

B. Quorum:

The quorum of a Board and of the Church Council shall be a majority of its members unless otherwise stated below. Attendance, voting, and privileges of the Senior Minister and Moderator with respect to meetings of Boards, Committees, and Church Council shall be as stated in Article VIII "Robert's Rules and Ex Officio Membership."

C. Electronic Voting:

If a physical meeting of a Board or Church Council is impractical due to decision-making time constraints, a vote to resolve such issues as may require resolution prior to the next regularly scheduled meeting may be conducted via electronic means.

D. Youth Board Members:

Each Board may include, in addition to its adult members, a Youth Member whose term shall be one-year with a maximum of three (3) consecutive terms. Opportunities shall be regularly offered to Youth to join a Board if they are so inclined.

Section V.5. Boards: Duties And Composition

A. Board of Spiritual Life

The Board of Spiritual Life shall consist of sixteen (16) elected members. The Board of Spiritual Life shall assist the Ministers in the spiritual care of the Church and help the

Members fully realize the Church as the body of Christ This Board shall also aid in encouraging cooperation with the United Church of Christ and other faith communities. In furtherance of these larger objectives, the Board of Spiritual Life shall prepare and serve the sacrament of the Lord's Supper and prepare and assist in the administration of the sacrament of Baptism. This Board shall counsel with the Ministers concerning all services of worship and music ministries. Ushers for all services and meetings shall be recruited and supervised by this Board. It shall be the responsibility of this Board to review the total program of the Church to assure that it meets the spiritual needs and fulfills the spiritual

responsibility of the Church. The Board will provide oversight and support to seminary students and Persons in Discernment. The Board also serves as liaison with the CU campus ministry.

B. Board of Management

The Board of Management shall consist of three ex-officio members, the Moderator, the Clerk, the Treasurer, and twelve (12) other elected members. Eight (8) members of the board shall constitute a quorum. The Board of Management is responsible for the management of the business affairs of the Church. This Board shall have charge of the collection and disbursement of all revenues needed to carry out the budgeted program of the Church. It shall have the care and custody of all physical property of the Church, none of which shall be used otherwise than for Church purposes, except by action of the Church or the Board of Management. The Board of Management shall not borrow nor contract any debts nor encumber the Church's property, except as authorized by the Church at a Congregational Meeting. The Board shall meet regularly for the transaction of regular business; special meetings may be called by the Chair or Moderator. The Board of Management shall be responsible for the acceptance of all memorials and bequests, fulfilling the terms of bequest or memorial gifts, subject always to the action of the Congregation. An orderly record of all memorial gifts shall be maintained and the Board shall appropriately acknowledge gifts and donations.

C. Board of Christian Education

The Board of Christian Education shall consist of at least six (6) members along with the Associate Minister(s) and/or Program Staff who have specific responsibility for children, family, adult and youth ministries. "Youth" shall include, as appropriate, middle school through high school persons. The Board shall, in collaboration with such Ministerial and/or Program Staff, be responsible for providing appropriate Christian Education programming and events for middle school through adults. The camping activities of the Church shall also be supervised by this Board.

D. Board of Parish Life

The Board of Parish Life shall consist of fifteen (15) elected members. The Board of Parish Life shall be responsible for the care and nurturing of the Members. The Board shall provide services of care for the shut-ins, the ill, the elderly. It shall have responsibility for fellowship occasions, including dinners, coffees, and receptions. It

shall, in cooperation with the Membership Committee, arrange appropriate ways to receive and welcome new Members.

E. Board of Missions and Christian Social Action

The Board of Missions and Christian Social Action shall consist of twelve (12) elected members. This Board shall be responsible for the coordination and oversight of mission and Christian social action activities of the Church and recommend to the Church Council and, if appropriate, to the Congregation, for their concurrence, the addition of new activities and programs, or removal of existing activities as the need for such activities warrants. The Board shall endeavor to keep the Congregation informed about missions and social action activities, including informing and alerting the Congregation to the growing edges of concern and need, and to opportunities for the Congregation to respond. When appropriate, it shall cooperate with groups having similar concerns in councils of churches and synagogues, the instrumentality of the United Church of Christ, and the community. Prior to meetings of Conference and General Synod, it shall present proposed resolutions for action by those bodies. It shall review and act on requests for grants for benevolent purposes from the Benevolence Grants Account and shall recommend to the Church Council, for its concurrence, annual expenditures from the Benevolence Grants Account. It shall distribute approved grants to the selected programs and organizations.

Section V.6. Committees

The following are "Standing Committees": Nominating Committee, Investment Committee, Personnel Committee, Stewardship Committee, Membership Committee and Endowment Committee.

A. The Nominating Committee

The Nominating Committee shall consist of the Chairs and Chairs-Elect of the Boards and Standing Committees; the Moderators; and three persons appointed by the Church Council. The Past Moderator shall chair the Nominating Committee. At least one week before each Annual Meeting, the Nominating Committee shall post in a conspicuous place in the Church its nominations to fill all vacancies for Officers and members of any Additional Committee(s), as the Nominating Committee deems appropriate.

B. Investment Committee

The Investment Committee shall consist of four members nominated by the Nominating Committee and elected at the January Annual Meeting, plus one member of the Board of Management, who shall serve as Chair of the Investment Committee. The actions of the Investment Committee shall be consistent with all relevant procedures, requirements, and policies contained in the Financial Policy. The Investment Committee is responsible for the management of all endowed funds including but not limited to the Benevolence Grants Account, within the procedures and policies specified in the Financial

Policy of the Church. The Investment Committee shall report and make recommendations to the Church Council.

C. Personnel Committee

The Personnel Committee shall consist of seven (7) members: The Senior Minister, Moderators and three members at large from the Congregation elected at a Congregational Meeting to serve three-year terms. The Past Moderator shall serve as chair. The Personnel Committee shall report to and make recommendations to the Church Council. This Committee shall facilitate a dialogue between the Congregation and all the paid Staff for mutual review of responsibilities and roles; provide a forum for the discussion and resolution of conflicts; make salary recommendations to the Board of Management; and maintain accurate job descriptions for Staff. This Committee shall be responsible for establishing procedures and forms governing the hiring and evaluation of all Staff; maintaining the Employee Handbook; participating in the negotiation stages of all Search Committees to provide consistent guidance for terms of call or employment; and advising the Moderator, who conducts the evaluation of the Senior Minister; and overseeing the evaluation of other Staff according to the procedures outlined in the Employee Handbook. Changes made to the Employee Handbook must be approved by the Church Council.

D. Stewardship Committee

The Stewardship Committee shall consist of six (6) or more members, one third of which shall be elected each year for a three-year term. The Committee shall report to the Board of Management. The purpose of the Stewardship Committee shall be to encourage all members and friends of the Congregation in their growing commitment to the practices of Christian stewardship and to develop an ongoing program to provide financial support for the ministry and mission of the Church.

E. Membership Committee

The Membership Committee shall consist of six (6) or more members, one third of which shall be elected each year for a three-year term. The Committee shall report to the Church Council. The Membership Committee shall welcome visitors to the Church, invite them to consider Church membership, and assist them in becoming involved in the life of the Congregation. The Membership Committee shall educate the prospective and new members regarding the Church and its organization, and integrate these new Members into the life of the Church.

F. Endowment Committee

The Endowment Committee shall consist of a minimum of seven (7) members, at least two of whom shall be elected each year for a three-year term. The Committee shall report to the Church Council.

The purpose of the committee is to oversee the establishment, operation, and growth of Endowment Funds of the First Congregational Church, UCC Boulder.

This will be accomplished through the following minimum duties.

- A. Establish two-, five- and 10-year fundraising goals for the Endowment Funds.
- B. Nurture the generosity of members and friends of First Congregational Church, while encouraging them to establish their financial legacy at the church through estate planning.
- C. Ensure disposition of Endowment gifts in accordance with the wish of the donors and the requirements of the various Endowment Funds.
- D. Recommend policy that pertains to the Church's Endowment Funds.
- E. Recommend policy that pertains to undesignated gifts given to the Church.
- F. Work in concert with the Investment Committee to hold an annual review of all Endowment Funds including the goals of each fund and the current financial disposition.
- G. Report annually to the congregation on the activities and the results of the Committee's work.

The actions of the Endowment Committee shall be consistent with all relevant procedures, requirements, and policies contained in the FCC Financial Policy. Policies recommended by the Endowment Committee will be reviewed by the Board of Management, approved by the Church Council and subsequently voted on by the Congregation as required in the Constitution.

Additional Committees may be convened as follows: For special purposes, the Congregation may elect, the Church Council may appoint, or a Board may appoint additional Committees. Each additional Committee will operate within one of the five Boards or within the Church Council, as the Church Council deems appropriate; such elections or appointments are subject to the review of the Congregation.

Section V.7. Church Council

There shall be a Church Council consisting of the Minister(s), Moderators, Clerk, Treasurer, Chairs of the Boards, Standing Committees, and any Additional Committee Chairs that the Church Council may deem appropriate.

The Church Council shall:

- A. Serve as a forum for the discussion and resolution of church problems and activities;

- B. Act as a coordinating agency among the Boards of the Church;
- C. Serve as an executive body to carry out policies and instructions of the Church, which include the decisions of the Boards, Standing Committees, and the Congregation through votes at Congregational Meetings and act on behalf of the Church when the Congregation is not in meeting;
- D. In accordance with the Financial Policy, apportion funds from the Benevolence Grants Account to the Board of Spiritual Life and the Board of Missions and Christian Social Action for designation to appropriate recipients; and receive and approve grant recommendations from these Boards and authorize the Treasurer to pay out grants from the Account;
- E. Appoint Search Committees as needed and nominate or make appointments not otherwise provided for;
- F. Fill vacancies on Boards or Committees that may occur during the year, subject to subsequent congregational action;
- G. Appoint delegates to Association and Conference meetings;
- H. Serve as a long range planning committee, seeking to anticipate the needs and responsibilities of the Church created by a rapidly changing society and community;
- I. Set the dates for all regular Congregational Meetings and give proper notice of them.

Section V.8. Ministries

Ministries may be established by Members to provide service to the Congregation and the wider community. Although Ministries need not have rotating members, participation shall be open to all. Ministries shall be maintained for such time as the need continues. Ministries shall be under the supervision of one of the Staff who shall approve their formation and advise and support their activities on behalf of the Church. Such Staff person shall also designate an appropriate Board or the Church Council, which shall have oversight for the Ministry.

ARTICLE VI: MEETINGS AND REPORTS

Section VI.1. Congregational Meetings

At least two Congregational Meetings of the Church shall be held regularly each year. There shall be an Annual Meeting in January for the consideration of reports, the adoption of a budget, the election of Officers, and the transaction of

other business. If necessary, there shall be a semiannual Congregational Meeting approximately four months later for the general consideration of the needs and program of the Church and for the transaction of business. Early in the Fall there shall be a meeting for the consideration of budget goals and the Church program and activities. The date of each such Congregational Meeting shall be set by the Church Council, with at least three weeks notice of the time, place, and proposed agenda of the meeting.

Special Congregational Meetings for the transaction of business may be called on seven (7) days public notice by the Senior Minister, Moderator, or Church Council, or on written petition of ten (10) Members to the Moderator, Church Council or the Senior Minister. A special Congregational Meeting shall be called stating in writing the purpose of the petitioned meeting.

Section VI.2. Quorum

Thirty (30) Members shall constitute a quorum for the transaction of business at any Congregational Meeting.

Section VI.3. Annual Reports

The Professional Staff, the Moderator, the Clerk, the Treasurer, the Chairs of the Boards and Standing Committees, and any other person designated by the Moderator, shall each present a written report at least annually at one of the Congregational Meetings. After having been approved, these reports shall be entered by the Clerk into the permanent records of the Church.

ARTICLE VII: AMENDMENTS

This Constitution may be amended by a two-thirds vote at any Congregational Meeting, provided that the proposed changes or amendments have been submitted to all Members by mail or electronic means at least thirty (30) days before the Meeting at which action is to be taken.

ARTICLE VIII: ROBERT'S RULES AND EX OFFICIO MEMBERSHIP

Section VIII.1. Parliamentary Authority

The most current version of Robert's Rules of Order shall be the parliamentary authority in the conduct of Congregational Meetings, except where other provisions have been made in the constitution or in the Articles of Incorporation of the Church.

Section VIII.2. Ex Officio Senior Minister/Moderator

In accordance with Rule 28 of Robert's Rules of Order, when the Senior Minister and Moderator serve as "ex-officio" members of all Boards and Committees of the Church:

A. It is the intention to permit, but not require the Senior Minister or Moderator to attend the meetings of the Boards or Committees where the Minister or Moderator is an "ex-officio" member.

B. The Senior Minister or Moderator as an "ex-officio" member of a Board or Committee will have the same privileges as all other members of the Board or Committee, including the right to vote.

C. In counting a quorum for any Board or Committee where the Senior Minister or Moderator is an "ex-officio" member, the Senior Minister or Moderator will not be counted.

Section VIII.3. Ex Officio Board of Christian Education

The Minister or Director of Christian Education and the Minister or Director of Youth, serving as "ex-officio" members of the Board of Christian Education, shall have no distinction in privileges and obligations from any other member of the Board of Christian Education, and their presence will be counted in calculating a quorum.

Section VIII.4. Ex Officio Board of Management

Similarly, the Clerk, ~~Financial Secretary~~, and Treasurer, serving as "ex-officio" members of the Board of Management shall have no distinction in privileges and obligations from any other members of the Board of Management, and their presence will be counted in calculating a quorum.

ARTICLE IX: DEFINITIONS

The meaning of the capitalized terms used within this document shall be as follows:

Additional Committees: as provided in Article V Section 6 (last paragraph).

Annual Report: as provided in Article VI, Section 3.

Associate Minister: as provided in Article V, Section 2.B.

Benevolence Grants Account shall be the income generated by the investments of the Benevolence Fund Assets, as set forth in the Financial Policy, Section D.

Board(s): include Spiritual Life (Section 4.A), Management (Section 4.B), Christian Education (Section 4.C), Parish Life (Section 4.D), and Missions and Christian Social Action (Section 4.E), as provided in Article V, Section 4.

Church: as provided in Article I.

Clerk: as provided in Article V, Section 3.D.

Church Council: as provided in Article V, Section 7.

Committee: shall include Standing Committees and Additional Committees as provided in Article V, Section 6.

Congregation: shall mean those persons who become Members of the Church as described in Article III Sections 1 and 2 and who are entitled to vote at Congregational Meetings.

Congregational Meeting: shall include the Annual Meeting and all other such meetings called as provided in Article VI, Section 1.

Constitution: shall mean this document as provided in the Preamble.

Covenant: shall be as defined in Article III Section 3.

Employee Handbook: shall mean the policies and procedures adopted by the Personnel Committee in compliance with the requirements of this Constitution as provided in Article IV, Section 4.

Financial Policy: as provided in Article IV, Section 3.

Historian: as provided in Article V, Section 3.F.

Investment Committee: as provided in Article V, Section 6.B.

Lay Officers: as provided in Article V, Section 3.

Member: shall include Associate Members and are those persons defined in Article III, Sections 2.A and 2.B as having joined the Church membership.

Membership Committee: as provided in Article V, Section 6.E.

Minister: shall be as defined in Article V Section 2 and includes the Senior Minister (as provided in Article V, Section 2.A) Associate Ministers (as provided in Article V, Section 2.B), and any interim ordained clergy necessitated by the Church's circumstances.

Ministry: as provided in Article V Section 8.

Moderator: as provided in Article V, Section 3.A.

MSC (Ministerial Search Committee): as provided in Article V, Section 2.A.

Nominating Committee: as provided in Article V, Section 6.A.

Officer: shall be as defined in Article V, Section 1 and includes Lay Officers as defined in Article V Section 3.

Other Staff: as provided in Article V, Section 2.D.

Personnel Committee: as provided in Article V, Section 6.C.

Persons in Discernment shall mean persons who are preparing for authorized ministry in the United Church of Christ and have entered into the “In Discernment” relationship with our local church and the Metro Denver Association.

Program Staff: as provided in Article V, Section 2.C.

Senior Minister: as provided in Article V, Section 2.A.

Standing Committee(s): include Nominating (Section 6.A), Investment (Section 6.B), Personnel (Section 6.C), Stewardship (Section 6.D), and Membership (Section 6.E), as provided in Article V, Section 6.

Stewardship Committee: as provided in Article V, Section 6.D.

Treasurer: as provided in Article V, Section 3.B.

Staff: shall be as defined in Article V Section 2 and includes Program Staff.

Youth: as provided in Article V Section 5.C.

ARTICLE X: REPEAL OF PRIOR PROVISIONS

This Constitution, as amended, was approved on October 24, 2010. All prior provisions of the Constitution of the Church in conflict with this Constitution are repealed.

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ARTICLE VII: AMENDMENTS

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ARTICLE IX: DEFINITIONS

ARTICLE X: REPEAL OF PRIOR PROVISIONS