

CONSTITUTION AND BY-LAWS OF THE
EAST GRANBY CONGREGATIONAL
CHURCH
UNITED CHURCH OF CHRIST

East Granby, Connecticut

Organized 1737

Incorporated 1953

Adopted May 2007

Article I: Name

The name of this Church shall be the East Granby Congregational Church, United Church of Christ, a corporation formed according to the laws of the State of Connecticut and located in the town of East Granby, the county of Hartford, and the State of Connecticut.

Article II: Purpose

The East Granby Congregational Church, U.C.C., is called to receive the abundant Life and Love of God, to love the LORD our God with all of our heart, mind, soul and strength and to love our neighbors as ourselves

With the power of the Holy Spirit, we will do this by:

- Seeking first the Kingdom of God
- Following Jesus Christ and being formed as disciples
- Serving our neighbors and equipping one another for ministry

Article III: Covenant and Faith

1. Covenant

We acknowledge Jesus Christ as our Lord and Savior and accept the Bible as our guide to Christian living. With the aid of God and Jesus Christ we covenant to join as a Church of the Lord Jesus Christ following the teachings of the Gospel, by public worship of God, by bringing Christian beliefs and practices into the world, and by taking an active part in the administration of the Church.

2. Statement of Faith

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.

Article IV: Membership

Members

Membership in this Church shall be open to all persons of Christian faith and character who assent to its Covenant. Admission to membership shall be in accordance with Article IX.

Article V: Government

1. Polity

The government of this Church is Congregational, being vested in its members.

2. Oversight

With oversight of the entire congregation, the responsibility for the spiritual direction and operation of the Church rests in the Church Governance, as described in Articles VI-VII. All members of the church are expected to actively participate in the life of the church, including acceptance of the Covenant and faithfully living the Purpose of church as we seek the Kingdom of God.

3. Financial Responsibilities/Accountability

The Congregation, at the annual meeting, will act to approve the recommendations of the Physical Resources Ministry for the operational budget for the following year. The Physical Resources Ministry, or its delegate Team, will be a resource for the other Ministries and the Council in the development of the annual budget and will regularly monitor income and expenses. Each ministry will be responsible for the development and oversight of their budget.

Any situations which will cause the ministry or total budget to be over expended should be discussed with the Physical Resources Ministry at the earliest possible time to help identify the financial impact for the year.

Article VI: Clergy, Officers, Council, Ministries, and Teams

1. Officers - The Officers of the Church are a Moderator, Vice-Moderator, Six Ministry Leaders.
2. Council - Composed of Officers, Ordained Clergy, and Ministry Leaders
3. Ministries - There are six defined Ministries, each led by a Chair
 - a. Abundant Life Ministry
 - b. Human Resources Ministry
 - c. Mission and Outreach Ministry

- d. Physical Resources Ministry
 - e. Spiritual Formation Ministry
 - f. Worship and Caring Ministry
4. Teams - The Council and each Ministry are empowered to create, manage and disband Teams, as needed, to carry out the duties and responsibilities of the Ministry.
 5. Clergy - The Church will call a Senior Pastor and Assistant/Associate Pastor(s) as determined by the vote of the Congregation.

Article VII: Elections and Terms of Office
Nominations and Length of Service

1. The Ordained Pastor(s) shall be chosen by a two-thirds vote of the members present and voting at a meeting legally notified for that purpose. The Pastor(s) shall hold office until a date of resignation has been accepted by the Church at a meeting legally notified for that purpose and by a two-thirds vote of the members present and voting. The services of the Pastor(s) may be terminated by the Church at a meeting legally notified for that purpose and by a two-thirds vote of those members present and voting. In either case, notice of at least three months shall be given, except where a lesser time is mutually agreed upon by the Pastors and members.
2. The Abundant Life Ministry is charged with recommending church members for nomination to the congregation in the positions of Church Moderator, Vice Moderator, Ministry Chairs, and Ministry Members.
3. No member is to serve in more than one Ministry position; however, members may serve on more than one Team at the same time.
4. The members of each Ministry shall be elected by the congregation for a renewable term of three years.
5. The Moderator and Vice Moderator and Chair of each Ministry shall be elected by the congregation for a one-year renewable term. There are no pre-established limits to the number of renewable terms.
6. Each Team under a Ministry will have a member of that Ministry designated as a liaison to the Team. Team membership will be the responsibility of the sponsoring Ministry or the Council, in consultation with the Abundant Life Ministry.

Article VIII: Duties of Council, Ministries, Clergy and Teams

1. The **Senior Pastor** has spiritual oversight of the Church as its teacher and counselor, and shall seek by pastoral work, preaching and teaching, to build up the spiritual life of the families of the Church and community. The Pastor is a voting member of the Council and non-voting member of each Ministry. The Senior Pastor is also responsible for the day to day supervision of church staff.
2. The **Associate/Assistant Pastor[s]** will assist the Pastor in the spiritual oversight of the Church and in providing leadership in developing and maintaining those programs and services necessary to support a full spiritual experience. The Associate/Assistant Pastor shall be voting member[s] of the Council and non-voting members of each Ministry.
3. The **Moderator** is the Chair person of the Council and the chief elected officer of the Church. The moderator will chair all All-Church meetings.
4. The **Vice Moderator** is the Vice Chair person of the Council. The Vice Moderator assumes the leadership of the church in the event the Moderator is unavailable.

5. Council

Purpose

The Council provides the spiritual and guiding leadership of the Church organization. It is charged with directing the efforts of the Ministries to further the mission of the congregation and to ensure that all the necessary functions of the church are being appropriately addressed. It is also responsible for helping the congregation and Ministries live more fully and intentionally within God's purpose, mission and ministry

Principle Responsibilities

The Council, through Biblical study and prayerful reflection, will strive to discern God's will, listen for God's direction, and provide spiritual vision for the church. By:

- Challenging the Ministries to identify their mission and achieve goals,
- Providing guidance and support to the Ministries
- Providing a conduit for communication among Ministries
- Acting as a vehicle as for removing roadblocks
- Appointing Teams, as necessary, to carry out the work of the Council.

Ministry Membership

Moderator, Vice Moderator, 6 Chairpersons of each Ministry, Senior Pastor, Associate/Assistant Pastor[s].

6. Abundant Life Ministry

Purpose

The Mission of the Abundant Life Ministry is to educate, invite and equip the congregation to form a strong Christian Community and to challenge members of the congregation to recognize, experience, and share the abundant gifts they have received from God.

Principal Responsibilities

The Abundant Life Ministry will oversee and manage development of spiritual gifts to best support the church in living God's mission and to equip ministries with leadership and members by:

- Developing tools and mechanisms to help members of our congregation to discern their gifts
- Identifying leaders and individuals that have the gifts and talents specific to a Ministry's mission
- Nominating a slate of Officer/Ministry positions to the church at the Annual Meeting or to replace a vacant position
- Overseeing and managing communication of the spiritual gifts inventory
- Seeking opportunities to celebrate groups and individuals who have acted on the mission.
- Overseeing the maintenance of the church membership roll and admission and dismissal of members in accordance with Article IX.
- Appointing long term or short term Teams as necessary, to carry out the work of the ministry.

Ministry Membership

Chairperson, Vice Chair elected by the ministry, and five other members.

7. Human Resources Ministry

Purpose

The mission of the Human Resources Ministry is to support the overall personnel management and determine staff positions and job responsibilities.

Principal Responsibilities

The Human Resources Ministry in consultation with the Senior Pastor oversees the personnel of the church and provides the administrative support by:

- Developing and implementing policies and procedures

- Providing ongoing performance management of staff
- Ensuring compliance with policies, regulations and contracts
- Providing a vehicle for evaluating and resolving personnel issues
- Hiring and dismissing of non ordained staff
- Appointing long term or short term Teams as necessary, to carry out the work of the Ministry

The Senior Pastor is responsible for the day to day supervision of church staff.

Ministry Membership

Chairperson, Vice Chair elected by the ministry, and five other members.

8. Mission and Outreach Ministry

Purpose

The Mission and Outreach Ministry provides opportunities for our congregation and its member to share God's gifts and to reveal God's life and love to those outside the congregation as a witness to God's life and love.

The Mission and Outreach Ministry connects church members with opportunities to serve and share our resources with those outside the congregation by:

- Researching and seeking out mission and service opportunities
- Educating, equipping and challenging members to discern and act on God's call to serve, share and witness,
- Prayerfully seeking God's direction on how best to share (via service or financial support) gifts with those outside of the congregation
- Appointing long term or short term Teams as necessary, to carry out the work of the ministry

Ministry Membership

Chairperson, Vice Chair elected by the ministry, and five other members.

9. Physical Resources Ministry

Purpose

The Physical Resources Ministry oversees and manages the Church's physical resources to support the Church in living God's mission.

Principal Responsibilities

The Physical Resources Ministry will ensure that the Church has abundant and high quality physical resources to help fully live EGCC's mission by:

- Educating, inviting and equipping the congregation to share physical resources
- Seeking God's direction in using and sharing the physical resources of the Church
- Maintaining and improving physical spaces, furnishings, and technology to facilitate the Church's mission
- Creating and implementing policies for investing and spending financial resources
- Ensuring that appropriate financial records of income and expenses are kept in appropriate confidentiality
- Appointing long term or short term Teams as necessary, to carry out the work of the Ministry

The Income Treasurer and Expense Treasurer (Assistant Treasurers) will report to the Physical Resources Ministry through the Church Treasurer.

The **Treasurer and Assistant Treasurer[s]** have overall responsibility for the keeping of the financial records. The Treasurer is a member of the Physical Resources Ministry and is responsible for financial reporting and oversight of the work of the Assistant Treasurers.

Ministry Membership

Chairperson, Treasurer, Vice Chair elected by the ministry, and four other members.

10. **Spiritual Formation Ministry**

Purpose

The Spiritual Formation Ministry is charged with equipping the congregation to be disciples of Jesus, by teaching the Bible and spiritual practices and by creating opportunities to experience them.

Principal Responsibilities

The Spiritual Formation Ministry will develop curriculum, groups and programs that support the formation of disciples of Christ by:

- Training and equipping teachers and leaders
- Developing guidelines and policies
- Evaluating effectiveness of the Ministry programs
- Providing spiritual programs that speak to the differing needs of the congregation
- Appointing long term or short term Teams as necessary, to carry out the work of the Ministry

Ministry Membership

Chairperson, Vice Chair elected by the ministry, and five other members.

11. Worship and Caring Ministry

Purpose

The Worship and Caring Ministry is responsible for facilitating, coordinating and managing the Church's worship ministry, including sacraments, services, music and traditions. The Ministry is also responsible for facilitating the congregational care ministry to its members.

Principal Responsibilities

The Worship and Caring Ministry will oversee and support the spiritual life of the church by:

- Supporting the Church's spiritual life through the design, coordination, management and evaluation of all worship services.
- Educating the congregation about theology of worship and seeking God's direction in evaluating and forming worship order and content.
- Inviting and equipping members to lead worship through witness, music and prayer.
- Organizing the Church's ministry of congregational care
- Inviting and equipping members to offer care and support to one another
- Appointing long term or short term Teams as necessary, to carry out the work of the Ministry

Ministry Membership

Chairperson, Vice Chair elected by the ministry, and five other members.

Article IX: Admission and Dismissal of Members

1. Persons desiring to become members of this Church shall, when possible, present themselves in person to the Pastors, members of the Abundant Life Ministry or any other members of the Church. All new members shall assent to the Purpose and Covenant, and be received by the Right Hand of Fellowship.
2. Letters of Dismissal shall be given to all members who desire them.
3. Those members who do not respond to inquiries and who indicate a complete lack of interest in the Church and its purpose may be dropped from membership upon recommendation of the Abundant Life Ministry and two-thirds vote of members present at an All-Church meeting. Each year prior to the Annual Meeting, the Abundant Life Ministry shall review and recommend revisions to the membership roles to be presented to the Annual Meeting.

Article X: Fiscal Year

The fiscal year of this Church will operate on an annual basis as determined by the Council.

Article XI: Meetings

1. The Annual All-Church Meeting shall be held the month following the end of the fiscal year, on a date to be fixed by the Council.
2. Special All-Church Meetings may be called by order of the Moderator or two members of the Council or upon written petition of seven members of the Church.
3. All Annual and Special All-Church meetings shall be notified by the Moderator at least one week in advance. The Moderator shall cause notice of the time, place and object of such meeting to be given through written communication, and to be posted and read during worship preceding such annual or special All-church meetings. Such notification shall also be entered upon the records of the Church.
4. The Moderator or Vice-Moderator or duly-elected chairperson shall preside at the All-Church Meetings and Council Meetings.
5. At All-Church Meetings, ten percent of the total Church membership shall constitute a quorum for the transaction of business. Except as noted elsewhere, a simple majority of members voting constitute passage of any motion.
6. Only members of the Church are entitled to vote on all questions brought before a Church meeting for action, subject to the appropriate laws of the State of Connecticut.

Article XII: Amendments

The Constitution and By-Laws may be amended at a legally-notified meeting of the Church. The legal notification must include at least a two week notice prior to the date of the meeting. Approval of two-thirds vote is required for changes to take effect.