

PREAMBLE

The New Testament teaches that the local church is the visible organized expression of the Body of Christ. The people of God are to live and serve in obedience to the Word of God and under the Lordship of Jesus Christ.

This Constitution has three objectives:

1. Sets out in general an outline for organization, administration, and governance for UCCC.
2. Defines the roles and responsibilities of its Senior Pastor, elders, deacons, trustees and membership.
3. Relates UCCC to evangelical doctrine and practice.

We shall be an Elder-led, Congregational church functioning independent of any denomination. This church is a duly organized corporation under article 8 of the Religious Corporation Law of the State of New York.

ARTICLE I: NAME

The official name in which the church is incorporated is Union Center Christian Church (UCCC) of Endicott, New York.

ARTICLE II: OBJECTIVE

We exist to love God, and to embody and declare God's love to every neighbor.

We will accomplish this through:

1. **Engaging with God.**
2. **Journeying Together.**
3. **Spreading Hope.**

We envision being a people of God, rooted in His Love, a beacon of light in the darkness. We embody and declare His love by spreading hope that builds a joy filled community impacting every neighbor here and throughout the world.

ARTICLE III: DOCTRINAL STATEMENT

God

1. We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine unique Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory. *Deuteronomy 6:4, Matthew 5:48, Matthew 28:19.*

The Bible

2. We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the

original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises. 2 *Peter 1:20–21; 2 Timothy 3:15–16.*

The Human Condition

3. We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, separated from God, and under His judgement. Only through God's saving work in Jesus Christ can we be rescued, reconciled and renewed. *Genesis 1:27, Romans 3:23, 1 Corinthians 15:20–23.*

Jesus Christ

4. We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus—Israel's promised Messiah—was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified, died and buried, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate. *Philippians 2:6–11, Luke 1:34–38, 1 Peter 3:18, Romans 5:9, Hebrews 8:1, Matthew 26:64.*

The Work of Christ

5. We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation. *Hebrews 2:9, Titus 3:4–7, Acts 2:23–24.*

The Holy Spirit

6. We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs into the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service. *John 14:15–18, 15:26; 16:7–11, 13; Acts 1:8; Romans 8:2, 16–17; Ephesians 4:30; Galatians 5:22–26.*

The Church

7. We believe that the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of followers of Jesus. The Lord Jesus mandated two ordinances, baptism and the Lord's Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer. *Matthew 28:19–20; John 3:5–7; Acts 2:41–47; Romans 3:21–26, 28; 1 Corinthians 11:23–26; Ephesians 1:22–23.*

Christian Living

8. We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed. *Matthew 22:36–40; 28:16–20; Luke 4:18–19; 10:25–37; Ephesians 2:6–10; 6:10–18; 1 Thessalonians 5:23.*

Christ's Return

9. We believe in the personal, bodily and glorious return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and purposeful mission. *Matthew 24:36, 42; Luke 21:27, Acts 1:7; 1 Thessalonians 4:16-18; Titus 2:11-14.*

Response and Eternal Destiny

10. We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ by faith. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen. *Mark 1:15; John 3:36; 5:28-29; Acts 2:38-39; 1 Corinthians 15:20-23, Revelation 21:1-8.*

ARTICLE IV: MEMBERSHIP**Section 1. Qualifications:**

1. Confession of faith in Jesus Christ and believer's baptism.
2. Belief in God the Father, Son, and Holy Spirit; in the verbal inspiration of the Holy Scriptures as originally given; Jesus' all-sufficient sacrifice for our sins; in the eternal salvation of all who believe in Him.
3. Affirm UCCC's doctrinal statement.
4. Full sympathy with the mission and values of Union Center Christian Church and cooperation by systematic support of its work and attendance of its services.
5. Such other qualifications for membership as may be stated in the Bylaws.

Section 2. Benefits: Members will benefit from the following biblical expectations that come from being part of a healthy local church:

1. Growth in spiritual maturity by engaging in the discipleship offerings.
2. Experiencing family through participation in our community life.
3. Praying for others and being prayed for regularly.
4. Being shepherded by those in spiritual leadership.
5. Support in serving and loving your neighbors.

Section 3. Removal: Persons may be removed from membership under one or more of the following circumstances:

1. Submission of a written letter of resignation to the elders of the church.
2. Failure to meet the qualifications of membership as stated above.
3. Disciplinary action taken by the Elders.

An appeal of decisions made to remove a person from membership for reasons of qualification or a disciplinary action may be submitted to the Elders within 30 days of the action. Any removal or appeal shall be documented in UCCC's official minutes during the next meeting of The Council.

Section 4. Discipline: Members will submit themselves to the authority of the Elders in matters of church discipline. The goal of discipline is protection, reconciliation and restoration; however, in some cases, the result may be suspension or removal of membership by the Elders. Removal of any elected lay leader (Elder, Deacon or Trustee) will be handled according to policy. Biblical principles shall be followed in all matters of church discipline.

ARTICLE IV - MEMBERSHIP – BYLAWS:

A. Application for Membership.

1. Applicants shall fill out the membership application form and then meet with the pastor and/or elders to give their personal testimony of conversion and commitment to UCCC. The pastor and/or elders shall then act upon the application.
2. All paid ministry staff become active members of Union Center Christian Church as part of the hiring process. The elders determine the qualifications for their membership at the time of hire.
3. All applicants will be provided with a copy of, and be required to read and consent to, *the Constitution and Bylaws of UCCC*. Such consent and affirmation exist when applicants place their signature on the application for membership.

B. Membership Record.

1. **Active Membership.** Active members shall consist of those members who adhere to the conditions stated in the Constitution and Bylaws, who are at least eighteen years of age, and who are regularly attending and supporting UCCC. Active Members shall be entitled to vote at every duly called Annual or Special Congregational Meeting.
2. **Inactive Members.**
 - a) Those who have moved from the community, but have not transferred their membership to another church, shall be placed on the inactive membership list. A letter shall be sent informing them of this action.
 - b) Those who, for any cause except physical disability or the need to be temporarily absent from the community, have absented themselves from the regular services of UCCC for a period of one year or more shall be placed on the inactive membership list. A letter shall be sent informing them of this action.

- c) Inactive Members shall not be entitled to vote at any duly called Annual or Special Congregational meeting.
- d) An inactive member may be placed on the active membership list again by request to and approval of the Elders. Inactive members shall not be eligible to vote on any question.

3. Membership List.

- a) The Elders shall examine the membership list each year in the month prior to the annual general meeting so that the church will have an updated membership list. After efforts have been made to contact inactive members as to their relationship to the church, the list shall be presented to The Council for their information.
- b) The Elders shall have the power to remove inactive members from the rolls who have exceeded the one-year mark or to extend the inactive status for another year. A letter shall be sent to the member concerned informing him/her of this action.

4. Transfer of Membership. Upon request, members in good standing may be granted a letter of transfer to other evangelical bodies upon approval of the Elders.

5. Evidence of Membership. Evidence of membership for every member is maintained and published annually during the Annual General Meeting.

ARTICLE V: ORDINANCES

Baptism and the Lord's Supper are recognized as the two ordinances of the church.

Believers' baptism by immersion is taught and practiced as the scriptural mode. The pastor or elders shall oversee baptism. They shall provide the instruction about baptism and shall administer the baptisms themselves or choose other spiritually respected people to do this ministry.

The Lord's Supper is administered regularly. The pastor or elders shall oversee Communion. They shall provide the instruction about Communion and shall administer the Communion themselves or choose other spiritually respected people to do this ministry.

ARTICLE VI: GOVERNMENT

There shall be an annual meeting of the members of UCCC to be held at a time specified in the Bylaws at which time the members shall receive reports of ministries, including reports of the treasurer(s), and shall elect church trustees, elders, and deacons. Additional ministry positions shall be filled as specified in the Bylaws.

The Council, as specified in UCCC Bylaws, shall conduct the affairs of the church between annual meetings and shall be amenable to the membership as constitutionally defined. Other meetings of the members may be called by proper notice to the membership as specified in the Bylaws.

ARTICLE VI - GOVERNMENT – BYLAWS:**A. Official Members Meetings.****1. Annual General Meeting.**

- a) The annual general meeting (AGM) shall meet within 60 days of the close of the fiscal year. The Council shall determine the actual time and location. The Council shall also have authority to change this in a given year when necessary and post such an announcement two Sundays prior to the meeting date.
- b) Annual reports are to be submitted by the pastor(s), ministry directors, the Elders, The Council through the secretary, the church treasurer, lead deacon, and others deemed necessary by The Council. The Council shall determine the method of reporting.
- c) The treasurer reviews and develops the annual budget with Council prior to the AGM, and presents the annual budget for congregational consideration and approval at AGM.
- d) Those to be elected at the AGM shall be Elders, Deacons, Trustees and Nominating Committee members as needed and according to term limits.
- e) The congregation will receive the preliminary report of all those to be elected from the Nominating Committee at least two weeks prior to the AGM.

2. Special Congregational Meetings. All special meetings of the congregation shall be called by The Council at least two Sundays prior to the meeting. The greater of ten or ten percent of active members can submit a written request to the Council and will be entitled to a Special Congregational Meeting.

3. Meeting Notice. Notice shall be given to each Active Member prior to each Meeting of Membership, stating the place, date and hour of the Meeting. Notice of a Special Meeting shall, in addition, identify:

- a) the person, or persons, calling the meeting; and,
- b) the purpose, or purposes, for which said meeting is being called.

Meeting notice, written and oral, of any Meeting of the Membership shall be given during two consecutive weeks of public church services prior to the scheduled meeting. Additionally, written notice will be made by all means of communication in ordinary use at the church; such as by electronic mail, group text, newsletters.

B. Fiscal year. The fiscal year shall be from September first to August thirty-first.

C. Authority. In all matters of parliamentary procedure not covered or contradicted by

the Constitution and By-Laws, or applicable statute, regulation or contractual obligation, Roberts Rules of Order, newly revised, shall be used as a guideline in answering all questions of proper parliamentary procedure.

- D. Quorum.** A quorum of any properly called Meeting of the Membership shall consist of those active members who are present, at a minimum six active members (in-person or online).
- E. Online and In-Person.** Meetings of the congregation may take place either online or in person or a combination of both. The Council will determine the best means of meeting safely and to ensure the greatest possible participation.
- F. Ballots.** Active members may cast their ballots either in person or by mail – either by postal mail (on paper) or by on-line means. Balloting must ensure secrecy and shall be verified independently by at least two impartial church members.
- G. Votes.** Unless otherwise specified in this Constitution and Bylaws, all congregational votes shall be determined by a majority of active members voting by any means permitted herein.
- H. Governing Structure.** The governing structure of UCCC shall consist of the Annual General Meeting of the Congregation, The Elders, The Deacons as well as elders and deacons working jointly as The Council.
- I. Terms.** While elected at the AGM of a given year, all terms will begin January first of the following year. The gap is provided so that new elders and deacons can be oriented and receive training in their roles.

ARTICLE VII: OFFICERS AND TRUSTEES

The Officers shall be members of UCCC and shall satisfy the scriptural standards for church leadership. They shall consist of the following who, with the exception of the Senior Pastor, shall be selected by the nominating committee, elected at the annual meeting of the church: Senior Pastor (non-trustee), Vice Chairman (trustee), Secretary (trustee), Treasurer (trustee), and such other officers as may be designated in the church Bylaws or in the state law.

Section 1 Senior Pastor. The Senior Pastor shall have oversight of UCCC. He shall be Chairman of The Council except as he may choose to proceed according to the provisions in Article VIII. He shall preside at all regular or special meetings of the church membership. He is a member ex officio of all church committees and organizations. When the membership has no pastor, the vice chairman of The Council shall have oversight of the church in conjunction with the Elders. The Senior Pastor shall be the president of UCCC where such office is required by law.

Section 2. Trustees. In accordance with New York State law UCCC will maintain three trustees; said trustees will be one and the same as the following officers: Vice Chairman, Secretary and Treasurer. The Vice Chairman will be an elder whereas the Secretary or

Treasurer can be filled by either an elder or a deacon. All trustees (Vice Chairman, Secretary and Treasurer) shall be members in good standing and will be elected as specified in the Bylaws. Trustees shall have the powers and duties as specified in the constitution, Bylaws, and the laws of New York State and they will fulfill said duties within The Council. Trustees shall be United States citizens.

Section 2.1 Vice Chairman (trustee). The Vice Chairman of The Council shall function as Chairman in the absence of the Chairman, or when requested by the Chairman, or when compelled to by the two-thirds vote of The Council. The Vice Chairman must be an elder.

Section 2.2 Secretary (trustee). The Secretary (clerk) of The Council shall keep the minutes of membership meetings, Council Meetings, and conduct legal correspondence of UCCC as directed by The Council. The Secretary shall attend and keep minutes of other meetings as specified in the local church Bylaws. The Secretary must be either a deacon or an elder.

Section 2.3 Treasurer (trustee). The treasurer shall receive all monies of UCCC and shall be responsible for the payment of all bills on the order of The Council as specified by the church Bylaws, keeping proper book records of all transactions, and filing canceled vouchers and receipts for payments made. The Treasurer in conjunction with The Council may appoint a finance committee and/or hire a bookkeeper to support the treasurer functions. The Council shall determine where funds of UCCC shall be kept. No offerings shall be solicited from the membership except upon approval of The Council. The Treasurer must be either a deacon or an elder.

ARTICLE VIII: ORGANIZATION

Section 1. The Council. Meetings shall be held for prayer, financial oversight, policy making, and setting ministry outcomes. The policy purpose of The Council, on behalf of Union Center Christian Church, is to see to ensure that the church achieves appropriate results for appropriate persons at an appropriate cost as specified in Council Ministry Outcomes policies.

The Senior Pastor shall be Chairman, at his request, or at the request of The Council the Vice Chairman (elder) can act as the Chair of The Council. The composition of The Council shall include all the elders, trustees, the lead deacon and deacons designated by the lead deacon. The Council shall always maintain a majority of elders and minority of deacons. All trustees are on The Council as elders or deacons and complete their responsibilities as part of The Council.

Section 2. Elders. The call of Christ the Chief Shepherd to men to serve as elders is both discerned and confirmed by the church membership. Elders shall therefore be members of UCCC and shall be elected as specified in the church Bylaws. As under-shepherds, elders shall serve with the Senior Pastor to oversee affairs of the local church in order to accomplish Christ's mission. They shall constitute the Committee on Membership and the Committee on Discipline.

All officers, committees, and organizations except the Nominating Committee, and Annual General Meeting are amenable to the collective oversight of the elders through the Elders and/or through The Council.

Section 3. Deacons. The deacons and deaconesses (referred here simply as deacons) shall be members of UCCC and shall be elected as specified in the Bylaws. The deacons shall have charge of those ministries and charities of the church as specified in the Bylaws, receive offerings for such purposes and dispense the same, and make regular reports as directed. Where there are no deacons, the Elders or those designated by them shall assume responsibility for their ministries until such are elected.

Section 4. Nominating Committee. A Nominating Committee shall consist of the Senior Pastor, two members from the church membership, selected by, but not necessarily from The Council, and two elected from the church membership during the previous year's annual meeting. In consideration of elections, the Nominating Committee shall present at least one name for each office to be filled. Other nominations may be submitted to the nominating committee from the membership as stipulated in the Bylaws. The Elders, Deacons and Trustees shall be elected by ballot at the annual meeting. Where only one name is presented, the ballot may be waived by unanimous vote.

Section 5. Missions Committee. A Missions Committee shall be appointed by the Elders. The purpose of the Missions Committee is to administer the year-round missions planning and promoting of missions efforts: locally, regionally and globally. The Missions Committee will recruit members to engage in missions by serving, giving and praying faithfully for missions and missionaries.

ARTICLE VIII - ORGANIZATION – BYLAWS:

A. The Council:

1. The Council can range in size between five and thirteen total members.
2. The Council shall meet every other month. Additional meetings may be called by the chairman or by written request of one-half of The Council.
3. Financials and abbreviated meeting minutes shall be recorded and stored for each meeting and made available to the church through The Council Secretary.
4. The minutes of The Council shall be considered the official and legally binding minutes of Union Center Christian Church.
5. The Council is responsible for developing the annual budget for each financial year. The Treasurer and the Treasurer's finance committee are amenable to The Council.
6. The Council will produce, authorize and oversee written church policy in four areas:
 - a) Council Culture (CC): how it functions, its decision-making process; clarifying the kind of culture and processes the Council chooses to abide by.

- b) Council/Staff Relations (CSRs): gives adequate boundaries around which the Senior Pastor and staff relate to the Council.
 - c) Senior Pastor Expectations (SPEs): Clear ministry expectations normally stated in the negative to allow the greatest freedom in ministry practice.
 - d) Ministry Outcomes (MOs): Ministry outcomes are measurable goals that move us towards our vision indicating how we are accomplishing our mission.
7. Quorum. A quorum for the legal conduct of business shall be the majority of The Council, requiring the composition of those present to be a majority of elders. All temporal business must include a majority of the trustees.
 8. Decision making will be by two-thirds vote of those present.
 9. Any legal binding documents: lease, contracts, capital purchases and the like must have the support and signature (when required) specifically of two-thirds of the Trustees in addition to the two-thirds support of The Council as a whole.
 10. The Council and Trustees have no power to incur debts, beyond what is necessary for the administration and care of the church's temporal affairs and property. UCCC will not incur any debt over ten percent of the annual budget without congregational approval.
 11. The Council may exceed the approved budget without congregational approval if the current year's income supports the excess expenditures.
 12. The Council may issue individual position descriptions regarding elected or appointed positions within UCCC. Such position descriptions shall be considered as directive in nature.
 13. The Council will make an appointment in case of a vacancy by any Elder, Deacon, or Trustee. This appointment will be valid until the next AGM; at which Nominating Committee will present a member for congregational approval to fulfill the unexpired term.

B. Elders:

1. The Elders shall consist only of Scripturally-qualified (1 Timothy 3:1-7 and Titus 1:6-9) members who have been duly nominated and elected to serve at an annual general meeting. The Senior Pastor is an ex-officio member of the Elders and is not elected nor limited by any terms.
2. The elders are responsible for the general oversight of all spiritual matters pertaining to the work of UCCC (1 Timothy 5:17); shall protect against doctrinal error (Acts 15:6-29, Titus 1:9); shall lead UCCC (1 Peter 5:3); shall pray for the sick (James 5:14); shall preach and teach (1 Timothy 5:17); shall develop and appoint ministry leaders (2 Timothy 2:2, 1 Timothy 4:14); shall welcome visitors (Acts 15:4); shall be responsible for themselves and all UCCC members (Acts 20:28); and maintain church discipline (1

Thessalonians 5:12). The elders shall regularly report to the congregation any critical affairs as well as the spiritual health and vision of UCCC.

3. The tenure of an elder will be one three-year term. He may be nominated and reelected for one additional three-year term, after which he cannot be considered for reelection until after at least one year off from his role as elder. After which can be nominated for election and the term sequence restarts.
4. The Senior Pastor shall be Chairman of the Elders. The Vice chairman of the Elders shall be the same Vice Chairman of The Council.
5. The Elders will have regular meetings separate and distinct from their work on the Council to fulfill their responsibilities. They meet with the Senior Pastor regularly for prayer, fellowship, theological reflection, spiritual discernment and shepherding of church members.
6. Special meetings of the Elders may be called by the chairman or by written request to the chairman by one-half of the other Elders.
7. Quorum. A quorum for making any decisions shall be three-fourths of the Elders.
8. Decision making among the elders should strive for complete unity, but allows for three-quarters vote. Any actions that have been voted on by the Elders shall be communicated to The Council at the next Council meeting and therein recorded in UCCC official minutes.
9. The Elders will inform the Nominating Committee of the number of Elders to be elected.

C. Deacons:

1. In the spirit of Acts 6:1-6, deacons and deaconesses (referred here simply as deacons) shall be responsible to serve the church's service and ministry needs in areas including, but not limited to benevolence ministry, church ministries leadership, and community service.
2. The Deacons shall be led by one of their members appointed by the deacons to serve as the lead deacon for at least two years. The lead deacon will also serve on The Council.
3. The lead deacon shall annually appoint deacons to serve on The Council for the subsequent year. These appointments must be made after the annual meeting but before the new calendar year. The number appointed is governed by the rule of a minority of deacons to elders on The Council.
4. The tenure of a deacon will be one three-year term. He or she may be nominated and reelected for one additional three-year term, after which he/she cannot be considered for

reelection until after at least one year off from his/her role as deacon. After which he/she can be nominated for election and the term sequence restarts.

5. Deacons will regularly review, encourage, and support each of the ministry leaders associated with the deacons.
6. Deacons shall regularly report the status of the ministries they lead to The Council and annually receive ministry direction and support from The Council.
7. After consulting with the Deacons, the Elders will recommend to the Nominating Committee the number of Deacons to be nominated.

D. Nominating Committee:

1. Names shall be placed in nomination by the Nominating Committee who will accept nominations from active church members during the nominating period. The Active member wishing to place the name in nomination must do so in writing to the Nominating Committee. The nominating period will be set by The Council. Nominations will be posted at least two weeks prior to the annual meeting. Nominations will not be accepted from the floor.
2. The Nominating Committee will satisfy itself that any person to be nominated meets the criteria of Scripture, and the Constitution, and Bylaws for holding elected office. They will review those elected to hold the office of trustee, insuring they also have the skills and experience needed to fulfill their role as Vice-Chairman, Secretary or Treasurer, respectively.
3. In order to stagger terms, the Nominating Committee may choose to add or remove one year to a term limit. This is only for the purpose of staggering terms; it can only be done once per person and only at the beginning of their first term.
4. The Nominating Committee, by majority vote shall determine the names to be submitted to the congregation.
5. Once the Nominating Committee has completed its work and rendered its report, an official ballot will be prepared for use at the annual general meeting. The official ballot will contain the names as presented for each position by the Nominating Committee.
6. To be elected as an elder, the nominee must receive a two-thirds majority vote of members voting. All other elected officers must receive a simple majority vote of members voting.

ARTICLE IX PASTORAL AND MINISTRY STAFF

Section 1. Pastoral Staff: Pastoral staff includes the Senior Pastor and any whose pastoral staff position requires ordination for their ministry at UCCC. Pastoral staff members shall be called by The Council and voted on by the congregation. The congregation must give a two-thirds affirmative vote of all active members voting in a duly called meeting for said purpose. The Council will be responsible to ensure any pastoral staff candidates have proper qualifications, calling and experience for pastoral ministry. A pastoral staff member and spouse become members of UCCC upon accepting said call.

The pastoral staff may resign from UCCC by giving due notice of this intention to The Council.

The Council may, in conjunction with the congregation, ask for the resignation of the Senior Pastor or any member of the pastoral staff. The congregation, meeting in a duly called meeting for said purpose, must vote on and agree with a two-thirds affirmative vote of all active members to request said pastoral resignation. Before any request for resignation action is taken, The Council will consider seeking the counsel or coaching of an outside, objective Christian ministry for the purpose of facilitating a biblical reconciliation, ensure any disagreement or circumstances with pastoral staff have been handled in a God glorifying way.

Section 2. Ministry Staff: Ministry Staff includes all church employees except pastoral staff. The Council may approve staff positions to fulfill the work of the ministry and the everyday operations of the church. The selection of staff members shall be under the oversight of the Senior Pastor with the advice of The Council. These staff members will report to the Senior Pastor; they will work together on annual ministry outcomes.

Ministry staff must qualify for and affirm their desire to be members of UCCC. Ministry staff after accepting their position must pursue and maintain their status as members in good standing at Union Center Christian Church.

Ministry staff may resign from their position by giving due notice of this intention to the Senior Pastor. The Senior Pastor, in conjunction with the advice of The Council, may request a resignation of ministry staff.

ARTICLE IX – PASTORAL AND MINISTRY STAFF - BYLAWS:

- A. A Pastoral Search Committee of church members may be appointed by The Council to facilitate the selection of a pastoral staff. A pastoral search staffing firm may be employed by The Council to facilitate the pastoral staff selection. However, it remains The Council's ultimate responsibility to ensure the qualifications, experience and character of any pastoral staff candidate prior to them being presented for congregational vote.
- B. Staff salaries and benefits. The Elders shall set and review staff salaries and benefits annually as a part of the budget process.

- C. Employee Care. The Elders will act as the human resource team or employee care function of the church. This includes working with the Senior Pastor to facilitate employee evaluation, improvement, and/or development plans.
- D. Employee Manual. The Elders are responsible for the content of the Employee Manual and specifically sets vacation days, holidays, sick days, and the like.
- E. The preaching ministry shall be administered by the Elders.
- F. Pastoral or ministry staff may stand for nomination and be elected into either position as elder or deacon, and can freely accept said responsibility following the Spirit's leading.

ARTICLE X PROPERTY AND MISCELLANEOUS

Section 1. Property: This church may acquire, own, dispose of, improve, encumber, and convey property, real and personal, for church purposes, in conformity with the laws of New York State. Real property may be purchased, sold, conveyed, exchanged, mortgaged, or encumbered only by approval of the Council and two-thirds of the trustees. This action also requires a two-thirds majority vote of the membership at a duly called Meeting of the membership.

No profit shall accrue to the benefit of any person or persons from the assets, holdings, or other transactions in which the church may be involved.

Section 2. Dissolution: Upon any dissolution of UCCC as authorized by, at least, a two-thirds majority vote of the Membership, the Council shall, after making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation to such Christian organization or organizations operated for religious or charitable purposes as approved under Section 501(c)(3) of the Internal Revenue Service code and regulations or to any other tax exempt organization possessing the Christian values and operational standards of Union Center Christian Church.

Section 3. Indemnification: UCCC shall indemnify its Members, Council, Elders, Deacons, Officers, Trustees, Pastoral Staff, employees and volunteers against judgments, fines, amounts paid in settlement and reasonable expenses and costs, including attorneys fees, in connection with any claim asserted against the Member, Council Member, Elder, Officer, Pastoral Staff Member, employee or volunteer by court action, or otherwise, by reason of the fact that such person was an authorized representative or agent of UCCC and acting in good-faith for a purpose which such person reasonably believed to be in the best interest of UCCC, and was not unlawful, unethical or immoral. In order to assure adequate indemnification, UCCC shall be required to purchase and maintain appropriate Directors and Officers ("D & O") liability insurance coverage. Any such indemnification, and related insurance, shall be considered, awarded and governed by the terms of a comprehensive Indemnification and Insurance Policy, a copy of which is maintained by the Council.

Section 4. Records: The official records of all officers/trustees of the church and all its organizations or committees are the property of the church. In the event of the death or resignation of the incumbent or upon the election of his successor, the current records of the office shall be passed on to the newly elected officer/trustee. All records other than current shall be kept in a secure repository selected by The Council.

Section 5. Audit: All financial records shall be examined annually or at more frequent intervals on order of The Council. At least three persons, none of whom is a financial officer or a church staff member, shall be appointed by The Council to conduct this internal examination.

The Council shall authorize actions to hire an external accountant or accounting firm for an external examination in keeping with general accounting principles at least once every three years. It is advised such an audit is completed the first year of a new treasurer and within the first year of new Senior Pastor.

Section 6. Statutory Compliance: Policy and protocols as it relates to conflicts of interest, related party transaction protocols, potential conflicts disclosure policy, whistleblower protection protocols will be maintained by The Council.

ARTICLE XI AMENDMENTS

This Constitution and By-laws may be amended in the following manner:

1. Proposed amendments may be submitted in writing to a regular meeting of The Council by any member of the congregation.
2. If approved by The Council, the proposed amendments shall be submitted to the congregation at the Annual or a Special Meeting of the members of the congregation convened for that purpose.
3. Any amendment to the Constitution or By-laws must be approved by a two-thirds majority of the active voting membership.