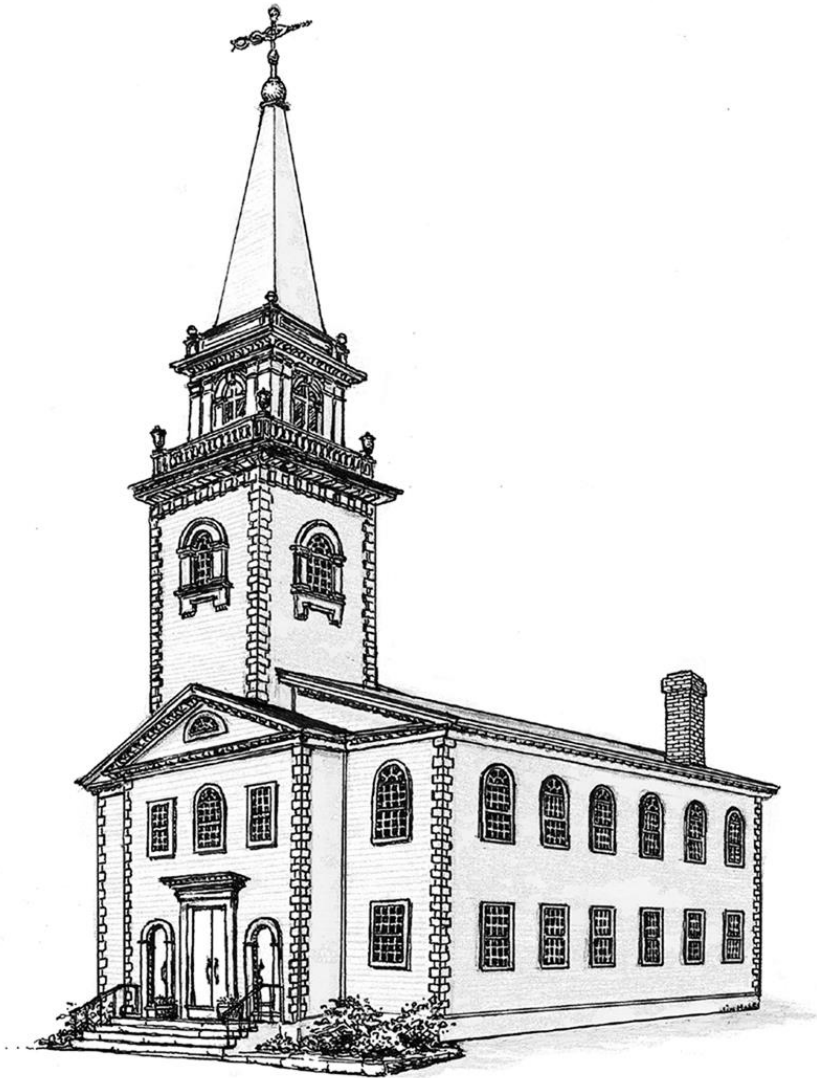


**First Ecclesiastical Society of East Haddam, Connecticut
First Church of Christ, Congregational in East Haddam**



CONSTITUTION & BYLAWS

as Amended through June 1, 2014

**First Ecclesiastical Society of East Haddam, Connecticut
First Church of Christ, Congregational in East Haddam**

TABLE OF CONTENTS

CONSTITUTION		3
ARTICLE I	NAME AND LEGAL STATUS.....	3
ARTICLE II	CHARTER.....	3
ARTICLE III	POLITY.....	4
ARTICLE IV	DOCTRINE	4
ARTICLE V	MISSION	6
ARTICLE VI	BYLAWS.....	6
ARTICLE VII	VOTING PRIVILEGE	6
ARTICLE VIII	QUORUM	7
ARTICLE IX	AMENDMENT	7
ARTICLE X	AUTHORITY.....	7
BYLAWS		8
PREAMBLE	8
ARTICLE A	MEMBERSHIP	8
ARTICLE B	GOVERNING BODY.....	11
ARTICLE C	CHURCH COUNCIL.....	12
ARTICLE D	OFFICERS	14
ARTICLE E	BOARDS.....	19
ARTICLE F	STANDING COMMITTEES	28
ARTICLE G	COMMITTEES	28
ARTICLE H	SUB-COMMITTEES, REPRESENTATIVES & OTHER POSITIONS.....	30
ARTICLE I	AUXILIARY ORGANIZATIONS	31
ARTICLE J	MEETINGS	31
ARTICLE K	FINANCES.....	34
ARTICLE L	CALENDAR	35
ARTICLE M	RULES OF ORDER.....	35
ARTICLE N	AMENDMENT	35
ARTICLE O	AUTHORITY.....	36
INDEX		37

**First Ecclesiastical Society of East Haddam, Connecticut
First Church of Christ, Congregational in East Haddam**

CONSTITUTION

ARTICLE I NAME AND LEGAL STATUS

- 1.1** The legal name of this organization is **FIRST ECCLESIASTICAL SOCIETY OF EAST HADDAM, CONNECTICUT**, and is hereinafter referred to as "FESEHC".
- 1.2** FESEHC was founded in January of 1703 for purposes both religious and political. Relinquishing its political authority and duties in 1796, it has retained its status as a religious society, operating as **First Church of Christ, Congregational, in East Haddam** and is hereinafter referred to "First Church."
- 1.3** FESEHC is a **Non-Profit Non-Stock Religious Corporation** as recognized by the laws of the State of Connecticut.
- 1.4** Real and personal properties and monies of this organization are held in trust under the name of FESEHC as trust holder. Only the income from FESEHC invested funds may be expended.
- 1.5** **First Church Cemetery Association of East Haddam, Connecticut, Incorporated** is recognized and authorized as an Auxiliary Organization of permanent status of FESEHC and derives exclusive use of certain real and personal properties of FESEHC.

ARTICLE II CHARTER

- 2.1** This is the same organization Chartered as the "**Church of Christ in Haddam on ye east side of the great river**," dated the third day of May 1704, as transcribed in the first volume of the Church Records by The Reverend Stephen Hosmer, founding Pastor of this Church.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

ARTICLE III POLITY

- 3.1 Governing Body:** The government of FESEHC is vested exclusively in its Membership assembled in Congregational Meeting, a quorum as provided for in the Bylaws or herein, being present. In this manner, the Membership exercises the right of full and final control in all its affairs. FESEHC is subject to the control of no other ecclesiastical body.
- 3.2 Denomination:** First Church of Christ, Congregational in East Haddam is a **Congregational Church**.
- 3.3 Association:** First Church is a member of and in covenantal association with **United Church of Christ** and pledges itself to share in its common work, especially as represented by the **Middlesex Association**, the **Connecticut Conference** and the **General Synod**.
- 3.4 Fellowship:** First Church is in fellowship with all councils, conferences and churches that seek to promote the Reign of our Lord Jesus Christ. First Church seeks to encourage and participate in ecumenical activities, with organizations representing all denominations, in our community and beyond.

ARTICLE IV DOCTRINE

- 4.1 Faith:** First Church acknowledges as its sole head, Jesus Christ, the Son of God and our Savior. It acknowledges as one family in Christ all who share in this confession. It looks to the Word of God in the Scriptures and to the presence and power of the Holy Spirit to prosper its creative and redemptive work in the world. First Church claims as its own the faith of the historic church expressed in the ancient creeds and reclaimed in the basic insights of the Protestant Reformers. It affirms the responsibility of the church in each generation to make this faith its own.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

4.2 Statement of Faith of United Church of Christ by Robert V. Moss, is adopted as our expression of faith:

We believe in God, the Eternal Spirit, who is made known to us in Jesus our brother, and to whose deeds we testify:

God calls the worlds into being, creates humankind in the divine image, and sets before us the ways of life and death.

God seeks in holy love to save all people from aimlessness and sin.

God judges all humanity and all nations by that will of righteousness declared through the prophets and apostles.

In Jesus Christ, the man of Nazareth, our crucified and risen Lord, God has come to us and shared our common lot, conquering sin and death and reconciling the whole creation to its Creator.

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

God calls us into the church to accept the cost and joy of discipleship, to be servants in the service of the whole human family, 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.

God promises to all who trust in the gospel forgiveness of sins and fullness of grace, courage in the struggle for justice and peace, the presence of the Holy Spirit in trial and rejoicing, and eternal life in that kingdom which has no end.

Blessing and honor, glory and power be unto God.

Amen.

4.3 Covenant: Our covenant is as follows:

Here in the presence of the one true and living God we acknowledge the covenant of grace which has been most fully revealed to us through Jesus Christ. We promise to walk in the ways of the Lord, made known or to be made known to us through Holy Scripture. With this congregation, enabled by the Holy Spirit, we promise to worship faithfully, to observe the Sacraments of Baptism and Holy Communion, to work and pray for the Reign of God, to pledge our stewardship, and to proclaim the gospel of Jesus Christ in all the world. Amen.

**First Ecclesiastical Society of East Haddam, Connecticut
First Church of Christ, Congregational in East Haddam**

ARTICLE V MISSION

- 5.1** First Church of Christ, Congregational in East Haddam strives to be a place where all people may grow in their love of God in Jesus Christ, learning from one another and God's Word, as revealed in Scripture, and growing spiritually in a fellowship of worship, love, caring and renewal. And to live lives of faithful stewardship, honoring our past and promoting the Gospel so that our future both inside and outside our building may tell others of the love of God in Jesus Christ.

ARTICLE VI BYLAWS

- 6.1** Bylaws for further defining and regulating the life and work of FESEHC may be adopted by two-thirds (2/3) affirmative vote of the members present and voting in Congregational Meeting, a quorum being present, the purpose of voting on proposed Bylaws being stated in the call. Such proposed Bylaws will first be published in a regular monthly newsletter or special mailing and as an announcement in a Sunday bulletin. The proposed Bylaws will then be presented at a Congregational Meeting. Following that meeting, a call will then be issued for a subsequent Congregational Meeting at which the proposed Bylaws is on the agenda for vote. The foregoing procedure for enacting Bylaws does not apply to any Bylaws which are enacted simultaneously to this Constitution.

ARTICLE VII VOTING PRIVILEGE

- 7.1** In the absence of Bylaws, all eligible Active Members of FESEHC may vote in a Congregational Meeting.

**First Ecclesiastical Society of East Haddam, Connecticut
First Church of Christ, Congregational in East Haddam**

ARTICLE VIII QUORUM

- 8.1** The quorum requirements for Congregational Meetings in the absence of Bylaws, consists one (1) for every whole count of ten (10) eligible voting Members as reported in the last published and authorized Annual Report.

ARTICLE IX AMENDMENT

- 9.1** This Constitution may be amended by two-thirds (2/3) affirmative vote of the Membership present and voting at a Congregational Meeting of FESEHC, a quorum being present, the substance of the proposed amendment having been included in the Call. Such proposed amendment will first be published in a regular monthly newsletter or special mailing and as an announcement in a Sunday bulletin. The proposed amendment will then be presented at a Congregational Meeting. Following that meeting, a Call will then be issued for a subsequent Congregational Meeting at which the proposed amendment is on the agenda for vote.

ARTICLE X AUTHORITY

- 10.1** This Constitution is adopted, effective the first day of January 1996, at a legally called and held Congregational Meeting this twenty-fourth day of September 1995, superseding and hereby repealing any and all previously dated Constitutions and/or Bylaws of FESEHC and First Church.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

BYLAWS

PREAMBLE

These are the **BYLAWS** of **FIRST ECCLESIASTICAL SOCIETY OF EAST HADDAM, CONNECTICUT**, and is hereinafter referred to as “FESEHC”, which operates as **First Church of Christ, Congregational, in East Haddam** and is hereinafter referred to as “First Church”. These **BYLAWS**, consistent with the **CONSTITUTION** of FESEHC and First Church, further define and regulate the life and work of this organization.

ARTICLE A MEMBERSHIP

A.1 Qualifications: Recognizing all baptized people as members of the Church of Christ Universal, the Membership of FESEHC is open to any person who has been baptized and has made or is ready to make public confession of faith in Jesus Christ as Lord and Savior. The membership of FESEHC consists of those persons who have been accepted by vote of the Membership in Congregational Meeting, then formally received into the fellowship of First Church during a service of public worship and remain in good standing. Members may be received in the following ways:

A.1.1 Confirmation: After completing instruction in church membership, young people may decide to confirm the baptismal vows previously expressed on their behalf.

A.1.2 Baptism: Any teenage person of at least confirmation age or adult seeking baptism for him/herself, who desires baptism by First Church, may also become a full member at the time of baptism.

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

- A. 1.3 Affirmation:** Any baptized adult, not previously received into membership of any other Christian church, may be received upon public affirmation of faith.
- A.1.4 Letter of Transfer:** Members of other Christian churches may make request of that church for a letter transferring membership from that church to First Church.
- A.1.5 Reaffirmation:** Any Christian who has formerly been a member of another church, but who for sufficient reason cannot present a letter of transfer from that church, may be received upon public reaffirmation of faith. Any former member who was removed from the membership roles of FESEHC and wishes to re-join may be received into the membership through public reaffirmation.
- A.1.6 Association:** Any person who is a member of another Christian church and who also desires affiliation with FESEHC because they are residing in our community on a temporary basis, or an Active Member who is not currently maintaining their covenantal obligations as an Active Member, is eligible for Associate Membership. Active Members who, through no fault of their own, are unable to maintain their covenantal responsibilities and duties due to financial hardship, physical or mental handicap, serious illness, advanced age or other condition, will not be changed to Associate Member status. Associate Members have all the rights and responsibilities of membership, except as provided for herein. Associate Members may not vote in any Congregational Meeting. Associate Members, who have indicated an interest in becoming more active, are eligible to be elected or appointed to any Committee, however may not Chair any Committee nor be elected to any Board or Office or serve as a Member-at-Large to the Church Council.
- A.2 Status:** Members in good standing maintain a status of Active Members. Members who are not fulfilling their covenantal responsibilities to FESEHC, after review and recommendation by the Board of Membership Resources and vote of the Membership in Congregational Meeting, may be

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

changed to a status of Associate Membership. Such status change may be reversed in like manner when it is demonstrated that the Member has resumed fulfilling his or her covenantal responsibilities. Active Members are members of United Church of Christ by their covenantal association.

A.3 Duties: Active Members pledge themselves to attend the regular worship services of First Church and the celebration of Holy Communion; to live the Christian life; to share in the life and work of First Church; to contribute to the support of its Mission; and to seek diligently the spiritual welfare of the membership and the community.

A.4 Termination: Members may be released from membership in the following ways:

A.4.1 Letter of Transfer: Any member other than an Associate Member may make written request for a letter of transfer to any other specified Christian church, such other church being named in the letter.

A.4.2 Resignation: Any member may make written request for resignation. The Board of Membership Resources, the Diaconate and/or the Pastor will make every attempt to reconcile with the member, and if after dialogue between the Board of Membership Resources, the Diaconate and/or the Pastor and the member, that member persists in requesting resignation, the resignation will be accepted.

A.4.3 Inactivity: The Board of Membership Resources, after reasonable approaches have been made, may recommend to the Membership in Congregational Meeting that either a Member's status be changed from Active Membership to Associate Membership or dismissal of any Member who have shown themselves to be unwilling to or disinterested in fulfilling their covenantal responsibilities as Active Members of FESEHC.

A.4.4 Discipline: The Membership in Congregational Meeting may dismiss a member who has become a detriment to First Church

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

and to its good name by reason of persistent breach of covenant vows, only after due notice and hearing before the Board of Membership Resources, the Diaconate and the Pastor, and after faithful efforts are made to bring about repentance and amendment.

ARTICLE B GOVERNING BODY

- B.1** The following decisions are reserved exclusively for the vote of the Membership present and voting at a Congregational Meeting of FESEHC, a quorum being present:
 - B.1.1** The calling or dismissing of the Pastor and any Associate or Assistant Pastor by two-thirds (2/3) affirmative vote.
 - B.1.2** The acceptance, discipline, Active or Associate status and dismissal of any Member.
 - B.1.3** The election of the Officers, Members-at-Large to the Church Council and members of Boards and Standing Committees.
 - B.1.4** The appointment of any member to any honorary position.
 - B.1.5** The approval of the Annual General Operating Budget.
 - B.1.6** The repeal of any action taken by Church Council, any Officer, Board, or Committee.
 - B.1.7** The approval of policies concerning the investment practices of invested funds.
 - B.1.8** The purchase, sale, mortgage, lease, or alteration to the real properties, buildings and improvements of FESEHC, by two-thirds (2/3) affirmative vote.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

- B.1.9** The acceptance of any gift, bequest or legacy which has a designated purpose and/or restriction of any kind, the acceptance of any devise or gift of land, or the disposition, as may be recommended by the Board of Trustees, of any undesignated and unrestricted gift, devise, bequest or legacy equal to or greater than one percent (1%) of the current year's total Annual General Operating Budget.
- B.1.10** The Amendment of FESEHC Constitution or Bylaws, by two-thirds (2/3) affirmative vote. Associate Members may not vote on matters amending the Constitution or Bylaws of FESEHC.

ARTICLE C CHURCH COUNCIL

- C.1** The general management of the affairs of FESEHC between Congregational Meetings is vested in the Church Council, which has full authority and power to perform all acts necessary to promote the interests and welfare of FESEHC not otherwise provided for and not inconsistent with the Constitution and these Bylaws of FESEHC, nor any specific directive by the Membership in Congregational Meeting.
- C.2** The Church Council consists of the Pastor, any Associate or Assistant Pastors, the Moderator, the Clerk, the Treasurer, the Financial Secretary, the Chair of each Board, the Chair of the Pastoral Relations Committee, a representative from each Auxiliary Organization as may be deemed necessary by the Church Council, and three (3) Members-at-Large. In the event that the Chair of a Board or Standing Committee is unable to attend a Church Council meeting, the Vice-Chair of that Board or Standing Committee may act as an alternate member of the Church Council, being counted toward the necessary quorum requirement with voting privilege on all matters during that meeting.
- C.3** The three (3) Members-at-Large are elected at the Budget and Elections Meeting for a one (1) year term corresponding to the program year. Members-at-Large to the Church Council may not concurrently serve as an

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

Officer nor on any Board or Standing Committee, but may serve on any Committee or Sub-Committee provided that the Chair of such Committee or Sub-Committee is not a member of the Church Council.

- C.4** The quorum requirement for the Church Council is a majority of its current voting membership.
- C.5** The Moderator is the Chair of the Church Council. The Moderator may not vote in either a Church Council meeting nor a Congregational Meeting except to break a tie. The Moderator appoints an alternate from the other Council Members in the event of his or her own absence.
- C.6** The Church Council will call a special Congregational Meeting by November 1 of the current fiscal year to notify the membership should there be a current or projected imbalance between current income and expenses.
- C.7** The Church Council has the authority to remove any Board member, Committee member or any Officer except the Pastor or any Associate or Assistant Pastor, who is not fulfilling his or her responsibilities and duties as described in the Constitution and these Bylaws.
- C.8** In the event of Pastoral resignation or dismissal, the Church Council is responsible for the appointment of a Pastoral Search Committee.
- C.9** The Church Council officially recognizes and authorizes Auxiliary Organizations by vote. Such recognition and authorization continues in effect until withdrawn by vote of the Church Council. First Church Cemetery Association of East Haddam, Connecticut, Incorporated, as an Auxiliary Organization of permanent status, cannot have its recognition and authorization withdrawn in this manner.
- C.10** The Church Council may waive any or all fees in regard to secondary use of facilities. Either the Board of Trustees or the Church Council may reject any proposed secondary use of the facilities.
- C.11** The Directors and Executives of First Church consist of the following positions:

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

- Council Members
- Board of Trustees
- Board of Deacons
- Board of Christian Education
- Board of Christian Outreach
- Treasurer
- Financial Secretary
- Church Clerk
- Moderator

ARTICLE D OFFICERS

D.1 Pastor

D.1.1 Duties: The Pastor is the spiritual leader of First Church. The Pastor has the responsibility for the spiritual welfare of First Church with the assistance of the Diaconate and seeks to enlist persons as followers of Christ, preach the Gospel, celebrate the Sacraments, officiate at services of worship, visit the sick and those in need of pastoral care, be responsible for the Discretionary Fund, and cooperate with the Officers, Boards and Committees in administering the activities of First Church. Guest officiants are by the invitation of the Pastor. The Pastor is a voting ex officio member of the Church Council, except on matters involving a conflict of interest. The Pastor is an ex officio advisory member without vote of all Boards, Standing Committees, Other Committees and Sub-Committees. The Pastor may be elected to any voting position except Board of Trustees, Pastoral Relations Committee, Treasurer, Financial Secretary or Auditor.

D.1.2 Calling: Whenever a vacancy occurs, a potential Pastor is nominated by a Pastoral Search Committee. The Pastor is chosen and called by two-thirds (2/3) affirmative vote of the membership in Congregational Meeting. The Pastor, after accepting a call, becomes a member of FESEHC by letter of transfer, if not already

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

a member of FESEHC. As a member of FESEHC, the Pastor enjoys and shares all of the same rights, privileges and responsibilities as any other active regular adult member of the congregation.

D.1.3 Termination: The Pastor holds office for an indefinite term. The Pastor's tenure of office may be terminated at any time, upon not less than three (3) months notice, unless mutually agreed otherwise, either by the resignation of the Pastor or by dismissal by two-thirds (2/3) affirmative vote of the Membership in Congregational Meeting.

D.1.4 Review: The Pastor's contract and compensation is to be reviewed by the Pastoral Relations Committee at yearly intervals prior to the development of the proposed Annual General Operating Budget. Any recommended contract changes are subject to the approval of the Church Council.

D.2 Associate or Assistant Pastor, if any

D.2.1 The Congregation may, at its discretion, appoint Associate or Assistant Pastors. Associate or Assistant Pastors assist the Pastor, and may assume any of the Pastor's responsibilities in the absence of the Pastor, at the Pastor's direction.

D.2.2 Any Associate or Assistant Pastors are responsible and accountable to the Pastor.

D.2.3 Any Associate or Assistant Pastors are appointed for a specified or unspecified term, as the Membership in Congregational Meeting sees fit.

D.2.4 Any Associate or Assistant Pastors are ex officio advisory members of the Church Council, without vote.

D.3 Moderator

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

- D.3.1** The Moderator conducts all Congregational Meetings and is Chair of the Church Council. The Moderator is responsible for the proper conduct of these meetings according to the Constitution of FESEHC, these Bylaws and the then current Robert's Rules of Order.
- D.3.2** The Moderator is elected at the Budget and Elections Meeting for a one (1) year term corresponding to the program year.
- D.3.3** The Moderator is a member of the Church Council and may not vote in either Church Council meetings nor in Congregational Meetings except to break a tie.

D.4 Clerk

- D.4.1** The Clerk has the responsibility for the issuing of calls for Congregational Meetings.
- D.4.2** The Clerk keeps a complete record of the transactions at all business meetings of FESEHC and is responsible for maintaining a register of names of Members with dates of admission, termination of membership or death, together with a record of baptisms, weddings and funerals. The Clerk maintains a file of copies of all letters of transfer and dismissal.
- D.4.3** The Clerk is elected at the Budget and Elections Meeting for a one (1) year term corresponding to the program year.
- D.4.4** The Clerk is a member of the Church Council.
- D.4.5** The Clerk determines the current membership of Church Council based on written notification of elections or vacancies of Chairs and Vice-Chairs of the Boards and Standing Committees.

D.5 Treasurer

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

- D.5.1** The Treasurer is responsible for, under the direction of the Board of Trustees, the funds of FESEHC. The Treasurer receives all deposit slips for deposits made by the Financial Secretary and other sources. The Treasurer directs the deposits of these general funds to such depository as determined by the Board of Trustees. The Treasurer keeps accurate accounting of all receipts and disbursements. The Treasurer may be directed by the Church Council to maintain a separate account of funds for any specified Board, Committee, Sub-Committee or other group, and those funds will be disbursed only at the direction of the specific group. The Treasurer submits an itemized statement of income and disbursements and a balance sheet for publication in the Annual Report. All such accounting statements shall be maintained on file in the church office for at least ten (10) years, and then turned over to the Historian for permanent archiving.
- D.5.2** The Treasurer is elected at the Budget and Elections Meeting for a one (1) year term corresponding to the program year. The Treasurer may not concurrently serve as Auditor.
- D.5.3** The Treasurer is a member of the Church Council.
- D.5.4** The Treasurer is a voting ex officio member of the Board of Trustees.
- D.5.5** In the event of incapacity or vacancy of the Treasurer, the Chair of the Board of Trustees shall be or shall appoint an Acting Treasurer.

D.6 Financial Secretary

- D.6.1** The Financial Secretary is responsible for the receipt and deposit of all funds collected from payments of stewardship pledges, loose plate offerings and any other special collection. The Financial Secretary maintains an accurate and confidential accounting of all receipts and provides quarterly statements of giving to each known giver. The Financial Secretary deposits all funds to appropriate

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

accounts as directed by the Treasurer and gives the deposit slips to the Treasurer for the same.

D.6.2 The Financial Secretary is elected at the Budget and Elections Meeting for a one (1) year term corresponding to the program year. The Financial Secretary may not concurrently serve as the Auditor.

D.6.3 The Financial Secretary is a voting ex officio member of the Board of Trustees.

D.6.4 The Financial Secretary is a member of the Church Council.

D.8 Auditor

D.8.1 The Auditor is responsible for conducting the annual audit of all financial records of FESEHC before the Annual Meeting.

D.8.2 The Auditor is elected at the Elections Meeting for a one (1) year term corresponding to the program year. The Auditor may not concurrently serve as either the Treasurer or the Financial Secretary.

D.9 Historian

D.9.1 The Historian is responsible for maintaining a journal recording events of historical interest to FESEHC as they occur, regularly publishing reports for the same.

D.9.2 The Historian is also the archivist of FESEHC and is responsible for the safe keeping of all permanent records and collections of the church.

D.9.3 The Historian is elected at the Budget and Elections Meeting for a one (1) year term corresponding to the program year.

D.10 Church Delegates

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

D.10.1 Two (2) Church Delegates are responsible for representing FESEHC in United Church of Christ.

D.10.2 Two (2) Church Delegates are elected at the Budget and Elections Meeting for a one (1) year term corresponding to the program year.

ARTICLE E BOARDS

E.1 Board of Trustees

E.1.1 The Board of Trustees serves FESEHC in the care for the total property of FESEHC a trust from God, who holds us accountable for our stewardship of these resources. The Board of Trustees carries out such transactions as directed by the Membership in Congregational Meeting concerning the care and custody of all the properties of FESEHC. The Board of Trustees is responsible for the protection, preservation, maintenance and repairs on the real properties, buildings and improvements of FESEHC. The Board of Trustees supervises the day-to-day use, housekeeping and cleaning of church properties. The Board of Trustees is responsible for the control of the day-to-day expenditures, according to the Annual General Operating Budget as approved by the Membership in Congregational Meeting. This includes the supervision of the Treasurer and the Financial Secretary. The Board of Trustees expends funds in accordance with the expenses itemized in the approved Annual General Operating Budget, unless otherwise directed by the Membership in Congregational Meeting.

E.1.2 The Board of Trustees consists of six (6) elected members, each serving three (3) year terms. Two (2) Trustees are elected each year at the Budget and Elections Meeting for a three (3) year term corresponding to the program year. After serving two (2) consecutive terms of any length of time as Trustee, an individual is ineligible for re-election for one (1) year.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

- E.1.3** The Treasurer and the Financial Secretary are both voting ex officio members of the Board of Trustees.
- E.1.4** The quorum requirement for the Board of Trustees is a simple majority of its current voting membership.
- E.1.5** The Board of Trustees selects a Chair from its elected membership annually. The Chair may not vote in Board of Trustees meetings except to break a tie. The Chair is a member of the Church Council. The Board of Trustees may also select a Vice-Chair from its elected membership annually. In the event that the Chair is unable to attend a Board of Trustees meeting or a Church Council meeting, the Vice-Chair may act as alternate for the Chair. The Board of Trustees will notify the Clerk in writing of its election or vacancy of Chair and Vice-Chair.
- E.1.6** The Board of Trustees selects from its elected membership a representative to First Church Cemetery Association of East Haddam, Connecticut, Incorporated who retains a seat on the Board of Directors of that Auxiliary Organization.
- E.1.7** The Board of Trustees is responsible for developing a proposed Annual General Operating Budget. The proposed Annual General Operating Budget must be published and made available at the church office no less than fifteen (15) days prior to the Budget and Elections Meeting. The proposed Annual General Operating Budget must be included in a regular monthly newsletter or special mailing which is mailed no less than seven (7) days prior to the Budget and Elections Meeting.
- E.1.8** The facilities of FESEHC are primarily for worship, education and other activities in which the membership and Auxiliary Organizations engage, and these functions have precedence over other uses except uses which are covered by prearranged arrangements. When not in use for their primary or prearranged functions, the facilities are made available for secondary single event uses by non-profit community organizations for meetings

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

and events and by individuals for weddings and wedding receptions, on a first come, first serve basis, the official calendar being maintained in the church office. Use of facilities by private groups and non-wedding use by unaffiliated individuals is at the approval of the Board of Trustees. The Board of Trustees is responsible for setting a schedule of suggested donations for single event use and cleaning of the facilities of FESEHC, including weddings of non-members and use by non-affiliated organizations. Active Members of FESEHC may use the church, however, will be held responsible for cleaning costs. Fees for Pastor and Organist are determined by those individuals. The Board of Christian Outreach may approve secondary repetitive use of facilities by nonaffiliated organizations provided that the use is within the scope of the outreach mission of First Church. Any other secondary repetitive use requires an arrangement. The Church Council may waive any or all donations in regard to secondary use of facilities. Either the Board of Trustees or the Church Council may reject any proposed secondary use of the facilities.

E.1.9 Accepting nominations from the Board of Membership Resources, the Board of Trustees is responsible for the appointment of the Fundraising Committee.

E.2 Board of Deacons

E.2.1 The Board of Deacons, also known as the "Diaconate," serves FESEHC in its concern for the depth and the quality of our relationship to God and our relationship to each other within the family of faith. Together, the Diaconate and the Pastor may develop and formulate general policies and principles as may be appropriate in relation to the Sacraments and the worship life of First Church. It is the responsibility of the Diaconate, in cooperation with the Pastor, to minister to the spiritual interests of First Church and the community.

E.2.2 The Diaconate consists of twelve (12) elected members, each serving three (3) year terms. Four (4) Deacons are elected each

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

year at the Budget and Elections Meeting for a three (3) year term corresponding to the program year. After serving two (2) consecutive terms of any length of time as Deacon, an individual is ineligible for re-election for one (1) year.

- E.2.3** The quorum requirement for the Diaconate is a simple majority of its current voting membership.
- E.2.4** The Diaconate selects a Chair from its elected membership annually. The Chair may not vote in Diaconate meetings except to break a tie. The Chair is a member of the Church Council. The Diaconate may also select a Vice-Chair from its elected membership annually. In the event that the Chair is unable to attend a Diaconate meeting or a Church Council meeting, the Vice-Chair may act as alternate for the Chair. The Diaconate will notify the Clerk in writing of its election or vacancy of Chair and Vice-Chair.
- E.2.5** The Diaconate is responsible for the preparation of Holy Communion. The Diaconate is responsible in assisting the Pastor in the administration of the Sacraments.
- E.2.6** Accepting nominations from the Board of Membership Resources, the Diaconate is responsible for the appointment of the Child Care Committee.
- E.2.7** Accepting nominations from the Board of Membership Resources, the Diaconate is responsible for the appointment of the Hospitality Committee.
- E.2.8** Accepting nominations from the Board of Membership Resources, the Diaconate is responsible for the appointment of the Sanctuary Committee.
- E.2.9** The Diaconate is responsible for arranging for guest preachers during the incapacity of the Pastor, when Pastor has not made

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

such arrangements in advance and for the calling of an Interim Pastor during a Pastoral vacancy.

E.2.10 The Diaconate discretely disburses funds to members in need from the proceeds of the Elijah Parsons Fund.

E.3 Board of Christian Education

E.3.1 The Board of Christian Education serves FESEHC by providing and maintaining a total educational program for First Church which includes Church School, Youth Ministry, Adult Education, Bible Study, discussion groups and all similar activities which promote the learning of Christian life and stewardship.

E.3.2 The Board of Christian Education consists of six (6) elected members, each serving three (3) year terms. Two (2) members are elected each year at the Budget and Elections Meeting for a three (3) year term corresponding to the program year.

E.3.3 The quorum requirement for the Board of Christian Education is a simple majority of its current voting membership.

E.3.4 The Board of Christian Education selects a chair from its elected membership annually. The chair may not vote at Board of Christian Education Meetings except to break a tie. The Chair is a member of the Church Council. The Board of Christian Education may also select a Vice-Chair from its elected membership annually. In the event that the Chair is unable to attend a Board of Christian Education meeting or a Church Council meeting, the Vice-Chair may act as alternate for the Chair. The Board of Christian Education will notify the Clerk in writing of its election or vacancy of Chair and Vice-Chair.

E.3.5 The Board of Christian Education is responsible for the appointment and dismissal of Church School Teachers and Youth Advisors.

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

- E.3.6** The Board of Christian Education will appoint annually a Church School Superintendent to work in conjunction with the Director of Christian Education.
- E.3.7** In the event of vacancy of the Director of Christian Education, the Board of Christian Education conducts a search and nominates a suitable candidate to the Church Council for approval.
- E.3.8** The Board of Christian Education is responsible for reviewing the Director of Christian Education's contract and compensation at yearly intervals prior to the development of the proposed Annual General Operating Budget and submitting recommendations for any changes to the Church Council.
- E.3.9** The Director of Christian Education is an ex officio advisory member of the Board of Christian Education without vote.

E.4 Board of Christian Outreach

- E.4.1** The Board of Christian Outreach serves FESEHC in its outreach and benevolence programs. It expresses, through useful projects, our common humanity under God with those in wider communities than that of First Church. The purpose of the Board of Christian Outreach is to bring together those with needs and those able to respond to needs. Outreach projects focus on the facilitation of giving and receiving, so as to nourish the lives of all.
- E.4.2** The Board of Christian Outreach consists of nine (9) members, each serving three (3) year terms. Three (3) members are elected each year at the Budget and Elections Meeting for a three (3) year term corresponding to the program year.
- E.4.3** The quorum requirement for the Board of Christian Outreach is a simple majority of its current voting membership.
- E.4.4** The Board of Christian Outreach selects a Chair from its elected membership annually. The Chair may not vote in Board of

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

Christian Outreach meetings except to break a tie. The Chair is a member of the Church Council. The Board of Christian Outreach may also select a Vice-Chair from its elected membership annually. In the event that the Chair is unable to attend a Board of Christian Education meeting or a Church Council meeting, the Vice-Chair may act as alternate for the Chair. The Board of Christian Outreach will notify the Clerk in writing of its election or vacancy of Chair and Vice-Chair.

- E.4.5** The Board of Christian Outreach may approve secondary repetitive use of facilities by non-affiliated organizations provided that the use is within the scope of the outreach mission of First Church.

E.5 Board of Membership Resources

- E.5.1** The Board of Membership Resources serves FESEHC through engaging the whole Membership in sharing of its time, talent and treasure.
- E.5.2** The Board of Membership Resources consists of six (6) elected members, each serving (3) year terms. Two (2) members are elected each year at the Budget and Elections Meeting for a three (3) year term corresponding to the program year.
- E.5.3** The quorum requirement for the Board of Membership Resources is a simple majority of its current voting membership.
- E.5.4** The Board of Membership Resources selects a Chair from its elected membership annually. The Chair may not vote in Board of Membership Resources meetings except to break a tie. The Chair is a member of the Church Council. The Board of Membership Resources may also select a Vice-Chair from its elected membership annually. In the event that the Chair is unable to attend a Board of Membership Resources meeting or a Church Council meeting, the Vice-Chair may act as alternate for the Chair. The Board of Membership Resources will notify the Clerk in writing of its election or vacancy of Chair and Vice-Chair.”

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

- E.5.5** The Board of Membership Resources is responsible for preparing nominations for all elected positions and appointed Sub-Committee positions. No nomination will be made without the consent of the proposed nominee.
- E.5.6** The Board of Membership Resources is responsible for developing and submitting a Ballot of Nominations for positions elected by the congregation. The Ballot of Nominations must be published and made available at the church office no less than fifteen (15) days prior to the Budget and Elections Meeting, The ballot of nominations must be included in a regular monthly newsletter or a special mailing which is mailed no less than seven (7) days prior to the Budget and Elections Meeting.
- E.5.7** The Board of Membership Resources is responsible for soliciting support from the congregation for the total ministry and operation of FESEHC. The Board of Membership Resources conducts the Annual Season of Generosity for the purpose of underwriting the proposed Annual General Operational Budget of FESEHC.
- E.5.8** The Board of Membership Resources solicits contributions of the time and talent of the membership.
- E.5.9** The Board of Membership Resources reviews at intervals not greater than one (1) year the membership of FESEHC. Such review will determine any member whose status will be changed from Active Member to Associate Member. Active Members who, through no fault of their own are unable to maintain their covenantal responsibilities due to financial hardship, physical or mental handicap, serious illness, advanced age or other condition, will not be changed to Associate Membership status.

E.6 Board of Music and the Arts

- E.6.1** The Board of Music and the Arts is responsible for the enrichment of worship through a program of musical expression.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

- E.6.2** The Board of Music and the Arts consists of six (6) members elected each year at the Budget and Elections Meeting for three (3) year terms corresponding to the program year. Two (2) members shall be elected each year. One member should be a youth member.
- E.6.3** The quorum requirement for the Board of Music and the Arts is a simple majority of its current voting membership.
- E.6.4** The Board of Music and the Arts selects a Chair from its membership annually. The Chair may not vote in Board of Music and the Arts meetings except to break a tie. The Chair is a member of the Church Council. The Board of Music and the Arts may also select a Vice-Chair from its elected membership annually. In the event that the Chair is unable to attend a Board of Music and the Arts meeting or a Church Council meeting, the Vice-Chair may act as alternate for the Chair. The Board of Music and the Arts will notify the Clerk in writing of its election or vacancy of Chair and Vice-Chair.
- E.6.5** The Board of Music and the Arts is responsible for the care and upkeep of the Sanctuary Organ, church Pianos and any/all other musical instruments which are property of FESEHC.
- E.6.6** In the event of vacancy of Music Director/Organist, the Board of Music and the Arts conducts a search and nominates a suitable candidate to the Church Council for approval.
- E.6.7** The Board of Music and the Arts is responsible for reviewing the Music Director/Organist's contract and compensation at yearly intervals prior to the development of the proposed Annual General Operating Budget and submitting recommendations for changes to Church Council.
- E.6.8** The Music Director/Organist is an ex officio advisory member of the Board of Music and the Arts, without vote.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

ARTICLE F STANDING COMMITTEES

F.1 Pastoral Relations Committee

- F.1.1** The Pastoral Relations Committee is responsible for acting as liaison between the Pastor and any Associate or Assistant Pastor, and the congregation. It also serves as an advisory group to the Pastor and acts as a mediation team between the Members of the Congregation and the Pastor. The function of this Committee differs from the current United Church of Christ Guidelines for a Pastoral Relations Committee.
- F.1.2** The Pastoral Relations Committee is responsible for reviewing the Pastor's contract and compensation at yearly intervals prior to the development of the proposed Annual General Operating Budget and submitting recommendations for any changes to the Church Council.
- F.1.3** The Pastoral Relations Committee consists of five (5) members elected each year at the Budget and Elections Meeting for a one (1) year term corresponding to the program year.
- F.1.4** The Pastoral Relations Committee selects a Chair from its membership annually. The Chair may not vote in Pastoral Relations Committee meetings except to break a tie. The Chair is a member of the Church Council. The Pastoral Relations Committee may also select a Vice-Chair from its elected membership annually. In the event that the Chair is unable to attend a Pastoral Relations Committee meeting or a Church Council meeting, the Vice-Chair may act as alternate for the Chair. The Pastoral Relations Committee will notify the Clerk in writing of its election or vacancy of Chair and Vice-Chair.

ARTICLE G COMMITTEES

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

G.1 Child Care Committee

- G.1.1** The Child Care Committee is responsible for providing or arranging for child care during worship services, Congregational Meetings and other occasions.
- G.1.2** The Child Care Committee consists of three (3) members appointed by and responsible and accountable to the Diaconate.
- G.1.3** The Child Care Committee selects a Chair from its appointed membership annually. The Chair may not vote in Child Care Committee meetings except to break a tie.

G.2 Hospitality Committee

- G.2.1** The Hospitality Committee is responsible for providing or arranging for refreshments for fellowship coffee hour following Sunday morning worship services and other fellowship functions.
- G.2.2** The Hospitality Committee consists of four (4) members appointed by and responsible and accountable to the Diaconate.
- G.2.3** The Hospitality Committee selects a Chair from its appointed membership annually. The Chair may not vote in Hospitality Committee meetings except to break a tie.

G.3 Sanctuary Committee

- G.3.1** The Sanctuary Committee is responsible for the seasonally appropriate decoration of the Sanctuary and church building, including altar flower arrangements for worship services.
- G.3.2** The Sanctuary Committee consists of four (4) members appointed by and responsible and accountable to the Diaconate.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

G.3.3 The Sanctuary Committee selects a Chair from its appointed membership annually. The Chair may not vote in Sanctuary Committee meetings except to break a tie.

G.4 Fundraising Committee

G.4.1 The Fundraising Committee is responsible for conducting fundraising events and projects and assisting other groups within the organization to do the same.

G.4.2 Expenses and proceeds from fund raising events and projects conducted by the Fundraising Committee are applied to the current year Fundraising Annual General Operating Budget income line item, unless specifically directed otherwise by the Board of Trustees. Expenses and proceeds from fundraising events and projects conducted by other groups are applied to that group's current year Annual General Operating Budget expense line item.

G.4.3 The Fundraising Committee consists of six (6) members appointed by and responsible and accountable to the Board of Trustees.

G.4.4 The Fundraising Committee selects a Chair from its membership annually. The Chair may not vote in Fundraising Committee meetings except to break a tie.

ARTICLE H SUB-COMMITTEES, REPRESENTATIVES & OTHER POSITIONS

H.1 The Church Council, the Boards, the Standing Committees and Committees may, within the scope of their duties, appoint and empower Sub-Committees, Representatives and Other Positions from time to time and define their duties and authority and length of service for accomplishing a specific task.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

ARTICLE I AUXILIARY ORGANIZATIONS

- I.1** Auxiliary Organizations are those which by their existence or formation contribute to the fellowship and the fulfillment of the Mission of First Church and are officially recognized and authorized by vote of the Church Council. Such recognition and authorization continues in effect until withdrawn by vote of the Church Council. **First Church Cemetery Association of East Haddam, Connecticut, Incorporated** retains permanent recognition and authorization status.
- I.2** Auxiliary Organizations may operate under legal defining documents of their own but these must specifically recognize by name FESEHC and/or First Church as their parent organization and be consistent in all regards to the Constitution and these Bylaws of FESEHC and First Church.
- I.3** Auxiliary Organizations are granted the privilege to use the name and facilities of FESEHC and are invited to share the responsibility to participate in the support of First Church.
- I.4** All active Auxiliary Organizations keep their own financial records, and must submit a yearly reporting, including a financial statement to be published in the Annual Report, except for First Church Cemetery Association of East Haddam, Connecticut, Incorporated which separately publishes its own Annual Report.

ARTICLE J MEETINGS

J. Worship Services

- J.1.1** **Public Worship Services** are normally held in the Sanctuary of First Church on Sunday mornings. The hour of Sunday worship and additional or alternate services for worship, inspiration, prayer and study, including joint ecumenical services are at the discretion of the Pastor and the Board of Deacons.

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

- J.1.2** The **Sacrament of Holy Communion** is celebrated regularly on the first Sunday of each month, Ash Wednesday, and Maundy Thursday. Additional or alternate arrangements for Holy Communion are at the discretion of the Pastor and the Board of Deacons.
- J.1.3** The **Sacrament of Baptism** is normally administered during regular worship services, at such times as the Pastor determines.
- J.1.4** The Sacraments are administered only by an ordained or licensed minister.

J.2 Congregational Meetings

- J.2.1** The **Annual Meeting** is normally held in the month of September of each year, the specific date and hour to be set by the Church Council. The agenda includes receiving, reviewing, and voting to accept or reject the Annual Report. The report is received by the Clerk no less than ten (10) days before the Annual Meeting. The agenda may also include the transaction of any other business as may be provided for by the Constitution, or by these Bylaws or as may be appropriate. The Clerk issues the call for the Annual Meeting at the direction of the Church Council.
- J.2.2** The **Budget and Elections Meeting** is normally held in the month of May of each year, the specific date and hour to be set by the Church Council. The agenda includes a proposed Annual General Operating Budget for the following fiscal year and the election of Officers, Board members and Standing Committee members for terms which will commence on the first day of July of that year. The proposed Annual General Operating Budget and the Ballot of Nominations must be published and made available at the church office no less than fifteen (15) days prior to the Budget and Elections Meeting. The proposed Annual General Operating Budget and the Ballot of Nominations must be included in a regular monthly newsletter or special mailing which is mailed no less than seven (7) days prior to the Budget and Elections Meeting.

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

Nominations will be accepted from the Congregation. The agenda may also include the transaction of any other business as may be provided for by the Constitution, or by these Bylaws or as may be appropriate. The Clerk issues the call for the Budget and Elections Meeting at the direction of the Church Council.

- J.2.5 Special Meetings** for the transaction of business may be called by vote of the membership in Congregational Meeting, by the Pastor, by the Church Council, by the Board of Deacons, by the Board of Trustees, or upon written request of any five (5) voting members of FESEHC or five percent (5%) of the total voting Membership of FESEHC as reported in the last published and approved Annual Report, whichever is less. The Clerk will call the meeting with the general nature of the business to be transacted stated in the Call.
- J.2.6 Notice of Call** for any Congregational Meeting of FESEHC is in writing, specifies the date, time, place and reasonable notice of the agenda of business matters to be acted upon. The Call must be no less than fifteen (15) days and no more than forty-five (45) days prior to such meeting. The Call will be posted on the bulletin board designated for such notices. The Call will be included in the monthly newsletter, if possible. The Call will be published in two (2) different newspapers having at least weekly circulation in East Haddam no less than (7) days prior to the meeting date. The Call will be announced during no less than two (2) Sunday worship services before the date of the Congregational Meeting. All business to be voted on at any Congregational Meeting must be specified in the Call.
- J.2.7 Voting Privilege:** All Active Members of FESEHC may vote on the transaction of business. The Clerk shall make a list of voting members available for inspection at the church office no less than seven (7) days before any Congregational Meeting at which a vote will be taken.

First Ecclesiastical Society of East Haddam, Connecticut

First Church of Christ, Congregational in East Haddam

J.2.8 Quorum requirement for any Congregational Meeting of FESEHC consists one (1) for every whole count of five (5) Active Members as reported in the last published and authorized Annual Report. The specific quorum requirement shall be stated in each particular Call.

J.3 Educational Meetings

J.3.1 First Church operates a Church School for the purpose of educating and developing children in the life and work of Christianity. The Church School operates on a program year basis, on an academic schedule as determined by the Board of Christian Education. Church School participants are encouraged to develop Christian stewardship responsibility through the opportunities to pledge support of the program of FESEHC during the Annual Stewardship Campaign and regular offerings.

J.3.2 Other meetings for additional religious educational opportunities, including adult education, may be offered from time to time at the discretion of the Pastor, the Board of Christian Education, the Board of Deacons or as may be approved by the Church Council.

ARTICLE K FINANCES

K.1 FESEHC, as a non-profit charitable organization, seeks financial support through contributions by individuals and organizations.

K.1.1 Offerings: At all regular worship services, a free will offering will be accepted.

K.1.2 Pledges: Members shall be encouraged to make annual pledges as pledging assists the Annual General Operating Budget writing process.

K.1.3 Contributions: Auxiliary Organizations are invited to contribute under plans of their own choosing.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

K.1.4 Gifts, Devises, Bequests and Legacies: Any gift, devise, bequest or legacy which has a designated purpose and/or restriction of any kind must be accepted by vote of the Membership in Congregational Meeting. All undesignated and unrestricted gifts, bequests and legacies are accepted, and, if less in amount than one percent (1%) of the current year's total Annual General Operating Budget, are applied to current expense; if equal to or greater than one percent (1%) of the current year's total Annual General Operating Budget, disposition will be recommended by the Board of Trustees and approved by vote of the Membership in Congregational Meeting. All devises, or gifts of land, even if undesignated and unrestricted, must be accepted by vote of the Membership in Congregational Meeting.

ARTICLE L CALENDAR

- L.1** The **Fiscal Year** for FESEHC is July 1 through June 30 of the following calendar year.
- L.2** The **Program Year** for FESEHC is July 1 through June 30 of the following calendar year. All elected positions follow the program year.

ARTICLE M RULES OF ORDER

- M.1** The then-current Robert's Rules of Order will be parliamentary authority for all matters of procedure not other wise addressed by the Constitution or by these Bylaws of FESEHC.

ARTICLE N AMENDMENT

- N.1** These Bylaws may be amended by two-thirds (2/3) affirmative vote of the Membership present and voting at a Congregational Meeting of FESEHC, a quorum being present, the substance of the proposed amendment having

**First Ecclesiastical Society of East Haddam, Connecticut
First Church of Christ, Congregational in East Haddam**

been included in the call. Such proposed amendment will first be published in a regular monthly newsletter or special mailing and as an announcement in a Sunday bulletin. The proposed amendment will then be presented at a Congregational Meeting. Following that meeting, a Call will then be issued for a subsequent Congregational Meeting at which the proposed amendment is on the agenda for vote.

ARTICLE O AUTHORITY

- O.1** These Bylaws are adopted, effective the first day of January 1996, at a legally called and held Congregational Meeting this twenty-fourth day of September 1995, superseding and hereby repealing any and all previously dated Bylaws of FESEHC and First Church.

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

INDEX

- Active Members, 6
- Affirmation, 9
- Amendment
 - Bylaws, 34
 - Constitution, 7
- Annual Report, 6
- Arts, 25
- Ash Wednesday, 30
- Association, 4, 9
- association, covenantal, 4
- Authority
 - Bylaws, 34
 - Constitution, 7
- Auxiliary Organization, 3
- AUXILIARY ORGANIZATIONS, 29
- Baptism, 8, 30
- Bequests, 33
- BOARDS, 18
 - Board of Christian Education, 22
 - Board of Christian Outreach, 23
 - Board of Deacons, 20
 - Board of Trustees, 18
 - Music and the Arts, 25
- BYLAWS, 6, 8
- Calendar, 34
- Call, 7
- Cemetery Association, 3
- CHARTER, 3
- CHURCH COUNCIL, 12
 - Appointment of a Pastoral Search Committee, 13
 - Chair, 13
 - Quorum, 13
- Church Records, 3
- COMMITTEES
 - Child Care, 27
 - Hospitality, 28
 - Sanctuary, 28
- Communion, 30
- Confirmation, 8
- Congregational Church, 4
- Congregational Meeting, 3, 6, 7, 8, 33
- Congregational Meetings, 6
 - Annual Meeting, 30
 - Budget and Elections Meeting, 31
 - Notice of Call, 32
 - Quorum, 32
 - Special Meetings, 31
 - Voting Privilege, 32
- Connecticut, 3
- Connecticut Conference, 4
- Constitution
 - Adopted, 7
- CONSTITUTION, 2, 8
- AMENDMENT, 7
- AUTHORITY, 7
- Contributions by Auxiliary Organizations, 33
- Corporation, 3
- Covenant, 5
- covenantal association, 4
- Denomination, 4
- Devises, 33
- DOCTRINE, 4
 - Covenant, 5
 - Faith, 4
 - Statement of Faith, 5

First Ecclesiastical Society of East Haddam, Connecticut First Church of Christ, Congregational in East Haddam

- Faith, 4**
- Faith, Statement of, 5**
- Fellowship, 4**
- Finances, 33**
 - Bequests, 33**
 - Contributions by Auxiliary Organizations, 33**
 - Devises, 33**
 - Gifts, 33**
 - Legacies, 33**
 - Offerings, 33**
 - Pledges, 33**
- First Church Cemetery Association of East Haddam, Connecticut, Incorporated, 3, 29, 30**
- Founded, 3**
- General Synod, 4**
- Gifts, 33**
- Governing Body, 3**
- GOVERNING BODY, 11**
- government, 3**
- Holy Communion, 30**
- land, 33**
- Legacies, 33**
- LEGAL STATUS, 2**
- Letter of Transfer, 9**
- Maundy Thursday, 30**
- Meeting**
 - Congregational, 6**
- Meeting, Congregational, 7, 8**
- Meetings, 30**
 - Congregational, 3**
 - Congregational Meetings, 30**
 - Educational, 32**
 - Worship Services, 30**
- Meetings, Congregational, 6, 33**
- Members, Active, 6**
- Membership, 3, 7, 8, 33**
 - Duties, 10**
 - Qualifications, 8**
 - Affirmation, 9**
 - Association, 9**
 - Baptism, 8**
 - Confirmation, 8**
 - Letter of Transfer, 9**
 - Reaffirmation, 9**
 - Termination, 10**
- MEMBERSHIP, 8**
- Middlesex Association, 4**
- MISSION, 6**
- Music, 25**
- NAME, 2**
- Non-Profit, 3**
- Non-Stock, 3**
- Offerings, 33**
- OFFICERS, 14**
 - Associate or Assistant Pastor, 15**
 - Auditor, 17**
 - Church Delegates, 18**
 - Clerk, 16**
 - Financial Secretary, 17**
 - Historian, 18**
 - Moderator, 15**
 - Pastor, 14**
 - Treasurer, 16**
- Pledges, 33**
- POLITY, 3**
 - Denomination, 4**
 - Fellowship, 4**
 - Governing Body, 3**
- PREAMBLE TO THE BYLAWS, 8**
- PRIVILEGE, VOTING, 6**
- Qualifications, 8**
 - Affirmation, 9**

**First Ecclesiastical Society of East Haddam, Connecticut
First Church of Christ, Congregational in East Haddam**

Association, 9
Baptism, 8
Confirmation, 8
Letter of Transfer, 9
Reaffirmation, 9
quorum, 3, 7
Quorum, 32
QUORUM, 6
Reaffirmation, 9
Religious Corporation, 3
Report, Annual, 6
Rules of Order, 34
Sanctuary, 30
STANDING COMMITTEES, 26

Fundraising Committee, 28
Pastoral Relations Committee,
27
State of Connecticut, 3
Statement of Faith, 5
SUB-COMMITTEES,
REPRESENTATIVES AND
OTHER POSITIONS, 29
United Church of Christ, 4, 5
Connecticut Conference, 4
General Synod, 4
Middlesex Association, 4
VOTING PRIVILEGE, 6