

RESURRECTION METROPOLITAN COMMUNITY CHURCH

LOCAL BYLAWS

AN AFFILIATED CHURCH
OF THE
UNIVERSAL FELLOWSHIP
OF
METROPOLITAN COMMUNITY CHURCHES

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ARTICLE I – NAME AND AFFILIATION

- A. The name of this church is Resurrection Metropolitan Community Church (hereinafter referred to as CHURCH). Except in legal documents the CHURCH may be called Resurrection MCC.
- B. The CHURCH was chartered by the Universal Fellowship of Metropolitan Community Churches (hereinafter referred to as UFMCC) on April 20, 1975, and incorporated on October 7, 1975 under the laws of the State of Texas.
- C. The CHURCH acknowledges the authority of UFMCC Bylaws as adopted and/or amended by the General Conference of UFMCC.
- D. The CHURCH agrees to follow UFMCC requirements for disaffiliation in case such a step should ever become necessary.

ARTICLE II – PURPOSE

The objectives of the CHURCH are:

- A. To bind together individuals for the purpose of sharing in the worship of God in the Christian tradition, and to make God's will dominant in the lives of all people, individually and collectively, as set forth in the Holy Scriptures.
- B. To instruct people in theology and in allied subjects for the propagation of the teachings of the Christian faith.
- C. To instruct and encourage those who offer themselves to the teaching and philosophy accepted by the CHURCH.
- D. To do all things that are compatible with the work of a Christian Church.

ARTICLE III – GOVERNMENT, ORGANIZATION, STRUCTURE, AND OFFICERS

These provisions supplement and complement UFMCC Bylaws with respect to government, organization, and officers.

- A. Pastor

The PASTOR is a duly ordained and licensed clergy person of UFMCC who has been elected by the Congregation of the CHURCH at a Congregational Meeting to be PRESIDENT and Chief Executive Officer of the corporation as the primary visionary and futurist in order to advance the mission and vision of the CHURCH through the exercise of prophetic challenge, creativity, spiritual and pastoral authority, and leadership. As the

primary CHURCH spokesperson, and the Chief Executive Officer, the PRESIDENT is a voting member of the BOARD, and serves as personnel director; and determines, subject to the BOARD'S approval, compensation, vacation periods, titles, and delegates such responsibilities and duties as may seem wise. The PASTOR shall be responsible for leading the visioning process for the CHURCH, having a presence at global events, teaching, training, engaging in continuous learning, community relationships, ecumenical relations, and global social justice. If no duly credentialed UFMCC clergy person is available, UFMCC may appoint an Interim Pastoral Leader annually.

1. The BOARD shall develop a Pastoral Employment Agreement between the PASTOR and the CHURCH. The employment agreement shall include a job description and address such matters as compensation, which are consistent with equitable local standards, as well as benefits, allowances, and leave per the Resurrection Metropolitan Community Church Employee Handbook. The PASTOR and the CHURCH may choose at any time to terminate their relationship as set forth in the Pastoral Employment Agreement. All provisions of the employment agreement shall be subordinate to the Bylaws of the UFMCC.
2. The UFMCC Bylaws prescribe the reasons for and steps by which the PASTOR may be removed from office. For the purpose of that section, the duly authorized church officer will be the Clerk of the Board of Directors.
3. The Pastoral Search Committee shall be responsible for presenting a qualified candidate for election at a Congregational Meeting. The Pastoral Search Committee shall develop and implement the Pastoral Search Process, in consultation with UFMCC, as set forth in the Committee's Standard Operating Procedure.

B. PASTORAL VACANCY

In the event of a vacancy in the position of PASTOR, the BOARD shall consult with UFMCC to ensure there is interim pastoral leadership and to determine when to initiate the Pastoral Search Process, including formation of the Pastoral Search Committee.

The Pastoral Search Committee shall consist of no more than seven (7) members, and no less than five (5) members. The composition of the Pastoral Search Committee shall include two current members of the Board. The additional members of the Pastoral Search Committee shall be appointed by the Board from among the Members of the church who are not also current members of the Board. Congregants selected by the BOARD could include former BOARD members. The Pastoral Search Committee members should rank high in five (5) areas: spiritual maturity and sensitivity, ability to work well in a committee setting, listening and communication skills, discernment, and

involvement in the ministries of the CHURCH. An understanding of leadership, as well as project management and administrative skills, will also be helpful.

C. EXECUTIVE DIRECTOR / EXECUTIVE PASTOR

The EXECUTIVE DIRECTOR / EXECUTIVE PASTOR functions as the MODERATOR of the BOARD and of Congregational Meetings. The EXECUTIVE DIRECTOR / EXECUTIVE PASTOR shall not vote at BOARD meetings but may vote at Congregational Meetings. The EXECUTIVE DIRECTOR / EXECUTIVE PASTOR shall set the Board meeting agenda with input from the PRESIDENT and VICE-MODERATOR and shall manage accountability of Board members for planning, executing, and tracking goals relevant to their perspective positions. The EXECUTIVE DIRECTOR / EXECUTIVE PASTOR is accountable to the PASTOR, partners with the BOARD, and shall have authority to implement the operating policies issued by the BOARD.

D. BOARD OF DIRECTORS

The BOARD OF DIRECTORS (hereinafter referred to as BOARD) shall have charge of all matters pertaining to the Articles of Incorporation or documents of legal organization, CHURCH property and financial affairs of the CHURCH. The BOARD is accountable for managing the collection and distribution of funds, maintenance of CHURCH records, managing the cash flow, and reporting to the Congregation and UFMCC. The BOARD shall also have the responsibility and authority for issuing operating policies.

1. COMPOSITION

The BOARD shall consist of nine (9) members, including the PASTOR who shall serve as PRESIDENT of the BOARD; and eight (8) members elected by a Congregational Meeting. Consideration will be given to elect members with diverse perspectives, core competencies, and complementary skills consistent with the required functions and responsibilities of the BOARD.

2. TERM OF SERVICE

The term of office is three (3) years. BOARD members may not serve more than two (2) full terms consecutively. A mandatory one-year hiatus is required of any Board of Directors members who has completed two consecutive terms before that member can re-join the BOARD, either through election or appointment. The expiration of the terms of the BOARD members shall be staggered, with no more than three (3) BOARD members transitioning off the BOARD during any election.

3. QUALIFICATIONS

Members of the BOARD must be Members in Good Standing prior to election to the BOARD. Prior to election, candidates for the BOARD must have passed a background check and are able to be bonded. Should a BOARD member no longer be able to be

bonded, that individual shall immediately resign from the BOARD by written notification to the CLERK of the BOARD.

- a. Compensated employees of the CHURCH, excluding the PASTOR, are not eligible to serve as BOARD members. Any member of the BOARD who wishes to become a compensated employee must first resign from the BOARD.
- b. A person is not eligible to serve on the BOARD if they are a clergy candidate, a Lay Delegate, or an individual from the same household, family or intimate relationship with an employee, BOARD or Nominating Committee member.

4. CORPORATE OFFICERS

The Corporate Officers shall be the PRESIDENT, VICE-MODERATOR, TREASURER, AND CLERK. Except for the President, the term of office of Corporate Officers shall be one (1) year. Except for the President, Corporate Officers shall be elected by and from the BOARD at the first BOARD meeting following the annual Congregational Meeting.

PRESIDENT

- a. The PASTOR shall be the PRESIDENT of the BOARD. The PRESIDENT shall establish the church's vision, provide spiritual leadership to the BOARD, and empower and guide the BOARD.

VICE-MODERATOR

- b. The VICE-MODERATOR shall work with the MODERATOR to set the BOARD meeting agenda and manage BOARD member accountability. The VICE-MODERATOR shall serve as MODERATOR in the occasional absence of the MODERATOR or upon the request of the MODERATOR. In the extended absence of the MODERATOR, the BOARD may appoint an Interim MODERATOR until such time as the MODERATOR is no longer absent.

TREASURER

- c. The TREASURER is responsible for ensuring the receipt and safekeeping of all funds of the CHURCH, including all subsidiary and deposited accounts, and that all monies are disbursed only in accordance with the Operating Budget as approved by the Congregational Meeting or as revised by the BOARD. The TREASURER shall ensure that whenever possible, all funds shall be disbursed by bank checks bearing two (2) authorized signatures. The TREASURER shall ensure that the CHURCH financial records shall be reviewed annually by an Internal Review Committee appointed by the BOARD, or an independent auditor named by the BOARD. The TREASURER shall be responsible for ensuring the preparation and maintenance of all financial records. This shall include a monthly financial report to the BOARD and an annual financial report to the Congregation. The monthly and annual financial reports shall reflect receipts, disbursements, and

outstanding financial obligations of all CHURCH funds and accounts. The TREASURER shall perform such additional duties as may be assigned by the BOARD.

CLERK

- d. The CLERK shall perform the duties as Secretary of the Corporation. The CLERK shall be responsible for ensuring the maintenance of official correspondence and church records, proper notice of all authorized meetings of the CHURCH, including Congregational Meetings and BOARD meetings, recording minutes of all business transacted at such meetings of the BOARD and of the Congregation, and a complete record of all Members is maintained, showing time and mode of admission and other personal data. The CLERK shall also be responsible for ensuring that a record of Baptisms, Holy Unions, deaths, etc., is maintained. The CLERK if the officer authorized to receive petitions submitted to the Board of Directors. The CLERK shall perform such additional duties as may be assigned by the BOARD.

5. BOARD MEETINGS

The BOARD shall meet at least once monthly. Upon Agreement of three (3) members of the BOARD, a special meeting may be called and may be conducted face to face or virtually. All members must be notified at least twenty-four (24) hours in advance of a special meeting, if possible, and the majority of active members must agree on a date and time. Special BOARD meetings may also be called by the MODERATOR or the PRESIDENT.

- a. QUORUM – A quorum shall consist of the MODERATOR or ACTING MODERATOR and six (6) voting members of the BOARD. A simple majority of the members present, and voting shall determine all issues except as otherwise provided for in these Bylaws.
- b. MINUTES – The approved minutes of the BOARD meetings must be made available to the Congregation upon request.

6. RESIGNATIONS

- a. ACTUAL RESIGNATIONS – Any member of the BOARD, excluding the PRESIDENT, who wishes to relinquish their position, shall submit, in writing, their request for acceptance of their resignation to the MODERATOR of the BOARD, stating reasons for the action, effective date and any other pertinent facts or information. The resignation letter shall be submitted prior to the effective date of the resignation. The MODERATOR will inform the PRESIDENT within twenty-four (24) hours of receipt of the resignation, and the BOARD at the next regular BOARD meeting. The person resigning may or may not, at that person's sole discretion, be present at the meeting of the BOARD.

- b. ASSUMED RESIGNATIONS – If any member of the BOARD, excluding the PRESIDENT, fails to attend two (2) consecutive monthly meetings, that person may have their resignation assumed. By a majority vote of the BOARD, a letter will be sent by the CLERK to notify the individual that absence from the next meeting will automatically indicate their resignation. If the next meeting is missed, by a majority vote of the BOARD, a letter will be sent by the CLERK to the individual stating that the individual's implied resignation is regretfully accepted, Past services should be acknowledged with gratitude in this final letter.

7. VACANCIES

In the event of a vacancy on the BOARD, other than the PRESIDENT, the BOARD may appoint a qualified person to serve until the next Congregational Meeting when an election will be held to fill the unexpired term.

8. DISCIPLINE

The CHURCH cannot condone disloyalty, unbecoming conduct, or dereliction of duty on the part of any member of the BOARD and, therefore, makes the following provisions for discipline or removal: If the BOARD determines that one of its members is unable or unwilling to fulfill the responsibilities of the position, the BOARD may, by a vote of two-thirds (2/3) of the BOARD, recommend that the BOARD remove that member from his/her position. A petition presented to the CLERK and signed by twenty-five percent (25%) of the Members In Good Standing of the Congregation may also initiate such a procedure. The member must be given written notice of the charges and, at that time, becomes inactive. The member has the right to appear and present his/her own defense before the BOARD on his/her own behalf. The BOARD will then review the charges, and, upon majority vote of the BOARD, may remove the member of the BOARD or take such other action as it may deem appropriate. The decision of the BOARD shall be final.

E. THE BYLAWS COMMITTEE

By February 1 of each even-number year, the BOARD shall appoint a Bylaws Committee. The Committee shall prepare for BOARD review proposed Bylaw changes and statements of rationale and communicate these proposed changes, if any, to the Congregation for final approval. The Committee shall review the CHURCH Bylaws for consistency and ensure conformity of the CHURCH Bylaws and Operating Procedures with UFMCC Bylaws. The make-up of the Committee shall be: one (1) member who shall be a BOARD member and who shall act as liaison to and from the BOARD; three (3) members from the Congregation at large, one (1) of whom shall be Chair; and one (1) staff member who shall be appointed by the PASTOR. Additional non-voting members may serve on the Committee at the discretion of the Chair. The term of office shall be two (2) years. During

the first meeting of the Bylaws Committee, the Committee shall elect an individual from among its members as its Chair.

F. THE NOMINATING COMMITTEE

The Nominating Committee reviews and develops the procedures of the Nominating Committee and leads the process for recruiting BOARD and Lay Delegate candidates. The responsibility of the Nominating Committee is to actively solicit candidates for the BOARD and Lay Delegates, review applications, interview those qualified, and select those possessing the necessary behavioral attributes, governance knowledge, and technical/professional skills to be presented to the congregation for the election. By April 1, the BOARD, with input from the EXECUTIVE DIRECTOR/EXECUTIVE PASTOR and the Congregation, shall appoint seven (7) Members in Good Standing to serve as the Nominating Committee. These appointments shall be reviewed annually.

The following individuals shall not be eligible to serve on the Nominating Committee:

1. More than one individual from the same household, family or committed relationship.
2. An employee of the CHURCH.
3. A clergy candidate.
4. A member of the BOARD or individual from the same household, family or committed relationship.
5. A Lay Delegate.

The term of the Nominating Committee shall be seven months, beginning May 1 and ending November 30 of each year. During the first meeting, the Nominating Committee shall elect an individual from among its members as its Chair.

G. LAY DELEGATES

One (1) Lay Delegate shall be elected at the first Congregational Meeting following the General Conference of UFMCC for every one hundred (100) Members In Good Standing or portion thereof. Lay Delegates shall serve for three (3) years. The duties of the Lay Delegate shall include, but not be limited to, representation of the Congregation at General Conference and to be informed of local, and UFMCC concerns and issues. Lay Delegates shall have been Members In Good Standing at the CHURCH for at least one (1) year. Nominees who receive votes, but are not elected as Lay Delegates, shall be considered as Alternate Lay Delegates, and shall fill vacant Lay Delegate positions according to the priority established by the number of votes received. Lay Delegates shall elect from among themselves a leader, known as the Chair. The Lay Delegate receiving the largest number of votes cast shall serve as Interim Chair and shall call an organizational meeting for the purpose of electing the Chair. The Chair shall be

responsible for ensuring that all Lay Delegates are kept aware of their responsibilities, of meetings and conference dates and agenda, and shall ensure that a report of all conferences and meetings is presented to the BOARD and the Congregation in a timely manner. In the event that elected Lay Delegates or Alternates are unable to attend a particular conference, the BOARD may appoint a substitute for that conference only. In the event that the elected Lay Delegates or Alternates are unable or unwilling to perform the duties of Lay Delegate, including but not limited to, representation of the Congregation at General Conference, the BOARD may appoint a qualified person to serve until the next Congregational Meeting when an election will be held for the unexpired term.

1. DISCIPLINE: The church cannot condone disloyalty, unbecoming conduct, or dereliction of duty on the part of any Lay Delegate or Alternate Lay Delegate. Therefore, the Board may remove by a majority vote of the full BOARD any Lay Delegate or Alternate Lay Delegate guilty of the above. A petition presented to the BOARD and signed by twenty-five (25%) of the Members In Good Standing of the Congregation may also initiate such a procedure.
2. APPEAL OF DISCIPLINE: A disciplined Lay Delegate or Alternate Lay Delegate may appeal the action to the Congregation at its next regular Congregational Meeting or at a special Congregational Meeting which may be called for that purpose. The decision of the Congregational Meeting is final. Until the Congregational Meeting to consider the appeal, the position held by the disciplined Lay Delegate shall be filled by an Alternate Lay Delegate.

H. CONFLICTS WITHIN THE CHURCH

When there are conflicts within the church that cannot be resolved, including apparent irreconcilable differences between the Pastor and congregation, (1) an invitation by the Pastor/Interim Pastoral Leader (2) a majority vote of the Board or (3) a petition signed by a minimum of one-third (33%) of the members of the church shall trigger intervention by UFMCC to attempt to resolve the conflict, in accordance with UFMCC Bylaws.

ARTICLE IV – CHURCH MEMBERS AND FRIENDS

A. CRITERIA FOR MEMBERSHIP

After completing the CHURCH membership requirements, as established by the PASTOR, and affirmed by the BOARD, a person may become a Member of the CHURCH through the Rite of Attaining Membership in the CHURCH. Members In Good Standing are members who have registered attendance, identified financial support, made a definite service contribution, and expressed interest and loyalty as determined by the BOARD.

An Inactive Member is a member who has been removed from the list of Members In Good Standing by the BOARD.

A Member shall continue in membership until such time as the Member requests to be removed from the list of Members In Good Standing or until death. The BOARD may take action to remove the Member from the list of Members In Good Standing. Such action by the BOARD shall be done in accordance with the procedure as shown below:

1. The BOARD shall ensure that the membership roll is reviewed in the month of August of each year.
2. The BOARD shall make note of Members who have not registered attendance, identified financial support, made a definite service contribution, and demonstrated interest and loyalty within the preceding period of one (1) year. The BOARD shall notify these Members in writing that they are subject to being removed from the list of Members and placed on a list of inactive Members.
3. The notified Members shall be given an opportunity to respond within one (1) month.
4. Following notification, the BOARD shall have the authority, at its discretion, to drop any such Member from the local church membership roll. The BOARD shall take into account the notified Member's response before placing them on the Inactive Members list.
5. The Inactive Member may request to be restored to the list of Members In Good Standing. The BOARD may vote to restore the Inactive Member without a public reception into membership.

B. FRIENDS OF THE CHURCH

A person who, for one reason or another, feels unable to become a Member but who supports the goals of the church and wants to be a part of the work of the church may be designated as a "Friend of the Church."

1. The Church shall not maintain a list of Friends of the Church.
2. Limitations on Friends of the Church – Friends may serve on appointed committees and may participate in all activities of the church. Friends may not vote at Congregational Meetings, serve on the BOARD, or serve as Lay Delegate or Alternate Lay Delegate. Friends shall not be considered in determining the number of Lay Delegates.

C. DISCIPLINE

The church cannot condone disloyalty or unbecoming conduct on the part of any Member or Friend. The BOARD is empowered to remove by majority vote any Member or Friend or take other appropriate disciplinary action.

RIGHT TO APPEAL: The action of the BOARD may be appealed to the next regular Congregational Meeting, or a Special Congregational Meeting called for that purpose. The decision of the Congregational Meeting is final. {Pending the outcome of the appeal of discipline, the disciplined Member shall remain under discipline and shall retain the right to vote at regular and Special Congregational Meetings, including the Congregational Meeting held to consider the appeal. Pending the outcome of the appeal of discipline, the disciplined Friend shall remain under discipline until a decision is reached at the next regular Congregational Meeting or a Special Congregational Meeting called for that purpose.

1. Appeal Process – The request for an appeal shall be submitted to the CLERK of the BOARD within thirty (30) days of the disciplinary action taken by the BOARD.
2. The BOARD may consider the appeal and reverse its earlier decision without taking the matter to the Congregational Meeting.
3. Should the BOARD sustain its earlier decision and the disciplined Member or Friend wishes the appeal to continue, the request shall be included as an agenda item for the next regular Congregational Meeting, or a Special Congregational Meeting called for the purpose of considering the appeal.

ARTICLE V – CHURCH MEETINGS

Government of the CHURCH is vested in its Congregational Meeting, which exerts the right to control of its affairs, subject to the provisions of the UFMCC Articles of Incorporation, Bylaws, or documents of legal organization, and the General Conference.

- A. **TIME AND PLACE:** An Annual Congregational Meeting shall be held each year in the Fall. The time and place of the annual Congregational Meeting shall be determined by the BOARD.
- B. **NOTIFICATION:** The BOARD shall ensure that Members are notified at least two (2) weeks in advance.
- C. **VOTING RIGHTS:** Each Member In Good Standing has the right to vote. Proxy or any other form of absentee voting shall not be allowed.
- D. **VOTES REQUIRED FOR APPROVAL:** Decisions, including elections, require approval by a vote of more than fifty percent (50%) of those Members present and voting, unless otherwise required by UFMCC Bylaws or otherwise stated in these local church Bylaws.

The congregational vote to elect the PASTOR requires approval by a vote of seventy-five percent (75%) or more of those members present and voting.

- E. QUORUM: In order to transact business, no less than fifteen percent (15%) of the Members In Good Standing must be present.
- F. AGENDA: The agenda for the Congregational Meetings shall be determined by the BOARD.
 - 1. CONTENT: The agenda shall include, but not be limited to, election of members to the BOARD, election of Lay Delegates in the appropriate year, presentation of financial report, approval of budget, and receiving reports from the BOARD and the PASTOR.
 - 2. ADDITIONS TO Members may request the BOARD to add agenda items by submitting additional agenda items to the CLERK no later than four (4) weeks prior to the meeting.
- G. ELECTIONS: All votes for positions shall be taken by secret ballot. Votes of affirmation from the floor are not permitted.
- H. SPECIAL CONGREGATIONAL MEETINGS: In addition to the Annual Congregational Meeting, special Congregational Meetings may also be held. Special Congregational Meetings are governed by the same rules as those pertaining to the Annual Congregational Meeting.
 - 1. CALLING A SPECIAL CONGREGATIONAL MEETING: A special Congregational Meeting may be called either by (a) majority vote of the BOARD, (b) the PASTOR, or (c) a petition signed by at least twenty percent (20%) of the Members In Good Standing and submitted to the CLERK.
 - 2. The nature and purpose of the special Congregational Meeting shall be stated in the petition and in announcements and be written into the agenda.

ARTICLE VI – CHURCH FINANCES

- A. The Church adopts and teaches tithing and stewardship as prescribed in UFMCC Bylaws.
- B. The BOARD shall ensure that all CHURCH receipts are reported each month to UFMCC as prescribed in UFMCC Bylaws.
- C. Whenever possible, all funds shall be disbursed by bank checks, which shall bear two (2) authorized signatures. Authorized signatories are the members of the BOARD.

- D. Annual income and expense budgets for the next fiscal year must be submitted by the BOARD to the Congregation for approval at the Congregational Meeting. To fulfill their responsibility to manage the cash flow, the BOARD has authority if there is a sufficient excess of income over expenses to increase the approved annual expense budget by up to ten percent (10%) of the approved annual expense budget, or if there is insufficient income to meet budgeted annual expenses to decrease the approved expense budget. A greater increase in the approved annual expense budget shall require the approval of a simple majority vote at a Congregational Meeting.
- E. Any agreements regarding lease, purchase, sale and/or physical location of the CHURCH, must be approved by a three-fourths (3/4) majority vote of the Members In Good Standing present at any Congregational Meeting.
- F. The fiscal year shall run from January 1 through December 31.

ARTICLE VII – RESERVATION OF POWERS

All powers not delegated by UFMCC Bylaws are reserved to the CHURCH. All power not delegated by these CHURCH Bylaws are reserved to the Members In Good Standing of the CHURCH and may be exercised by the voting members in meetings of the CHURCH.

ARTICLE VIII – AMENDMENTS

- A. **ADOPTION:** These Bylaws shall become effective immediately upon adoption by the Congregational Meeting and approval by an Elder.
- B. **AMENDMENTS:** These Bylaws may be amended or repealed at any duly convened Annual Congregational Meeting. Proposed amendments or repeals shall be submitted in writing to the BOARD no later than ninety (9) days prior to the Congregational Meeting at which the proposal is to be considered. Adoption of the amendment or the repeal shall require approval by a two-thirds (2/3) affirmative vote and is subject to approval by UFMCC. Amendments that are necessitated by amendments made to the UFMCC Bylaws shall not require approval by the congregation.