

Proposed Revisions to MUCC Governing Documents to be approved by congregational vote at the 1/22/2023 Annual Meeting

| Document  | Current   | Proposed Revision   | Rationale  |
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| Constitution, Article VI, Governing Body (page 4)   | A. The governing body of this church shall be the membership assembled in church meeting. The vote of a majority of members present at the meeting shall be the action of the church.   | A. The governing body of this church shall be the membership assembled in <u>a</u> church meeting. The vote of a majority of members present <u>in-person or remotely via online participation if this option is offered</u> , at the meeting shall be the action of the church.  | Allows members to actively participate (e.g., vote, share information, seek clarification, etc.) whether they are in-person or online during the church meeting.   |
| Constitution, Article VI Governing Body (page 4)    | B. It is the prerogative of the congregation in meeting to decide such questions as:<br>4. Changes in the Constitution and Bylaws   | B. It is the prerogative of the congregation in meeting to decide such questions as:<br>4. Changes in the <u>Constitution and Bylaws Governing Documents</u>  | Our Governing Documents include our Constitution, Bylaws, and info about the Reed-Smeaton Outreach Fund.   |
| Constitution, Article VIII Church Meetings (page 5) | A. The annual meeting of the church shall be no later than February 15. The Servant Leadership Team, the Officers of the Church, the Pastor and any Committees, Task Forces, and Ministry Teams shall submit their annual reports in writing prior to the meeting. Reports shall be available for review two weeks prior to the annual meeting.   | 1. The annual meeting of the church shall be no later than February 15. The Servant Leadership Team, <u>the Officers of the Church</u> , the Pastor and any Committees, Task Forces, and Ministry Teams shall submit their annual reports in writing prior to the meeting. Reports shall be available for review two weeks prior to the annual meeting.   | The Officers of the Church do not submit annual reports.   |
| Bylaws, Article II Officers (page 7)                | D. Treasurer<br>5. Invest and disburse endowments, legacies, trust funds or securities as directed by the Servant Leadership Team.  | D. Treasurer<br>5. Invest and disburse endowments, legacies, trust funds or securities as directed by the Servant Leadership Team <u>and/or the Outreach Funds Committee.</u>   | The Outreach Funds Committee is authorized to direct the treasurer to distribute Outreach Funds.   |
| Bylaws, Article V Ministry Teams (page 10)          | B. Ministry Teams shall normally be empowered to carry out their work provided they follow the following broad guidelines:<br>1. In alignment with the Christian faith, and the stated Faith and Covenant of this congregation<br>2. Does not create a substantial conflict with other church activities, nor require the investment of funds beyond what the Servant Leadership Team is authorized to provide. | B. Ministry Teams shall normally be empowered to carry out their work provided they follow the following broad guidelines:<br>1. <u>Are in</u> alignment with the Christian faith, and the stated Faith and Covenant of this congregation<br>2. <u>Does</u> not create a substantial conflict with other church activities, nor require the investment of funds beyond what the Servant Leadership Team is authorized to provide. | Grammatical revisions (noun/verb agreement)<br><br>A brief written overview from a proposed Ministry Team has not been required for several years.<br><br>Clarifies expectations of presenting proposed initiative to the Servant Leadership Team. |

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|  | <p>3. Advances the current short- and long-term goals adopted by the congregation and its leadership</p> <p>4. A brief written overview identifies more than one person who has agreed to share responsibility for this ministry</p> <p>5. Simple initiatives may routinely move forward with little or no Servant Leadership Team discussion, while more complex initiatives may have to wait for the next Team meeting.</p> | <p>3. Advance the current short- and long-term goals adopted by the congregation and its leadership</p> <p>4. <u>Identify</u> more than one person who has agreed to share responsibility for the ministry</p> <p>5. Simple initiatives <u>led by Ministry Teams</u> may routinely move forward with little or no Servant Leadership Team discussion, while more complex initiatives may have to wait for the next <u>Servant Leadership Team meeting to present and discuss the proposed initiative.</u></p> |  |
| Bylaws, Article VI Committees and Task Forces (page 10)  |   | <p><u>D. Personnel Committee</u></p> <p><u>1. Charged with overseeing the posting, interviewing, and hiring of employed staff positions. This includes working with the pastor to oversee employee performance and maintaining the McFarland United Church of Christ employee handbook.</u></p> <p><u>2. There shall be 4 to 6 members including the pastor and a representative from the Servant Leadership Team.</u></p>  | The Personnel Committee was established by the Servant Leadership Team two years ago but had not been identified as a Committee in the Bylaws. |
| Reed-Smeaton Outreach Fund, Introduction (page 11)       | The McFarland United Church of Christ Marion Reed-Diane Smeaton Outreach Fund was created as the Sustaining Outreach and Scholarship Fund on the 23 <sup>rd</sup> day of January in the year 2000 by the McFarland United Church of Christ and modified as written below. The Marion Reed-Diane Smeaton Outreach Fund shall be referred to as the Reed-Smeaton Outreach Fund.   | <del>The McFarland United Church of Christ Marion Reed-Diane Smeaton Outreach Fund was created as the Sustaining Outreach and Scholarship Fund on the 23<sup>rd</sup> day of January in the year 2000 by the McFarland United Church of Christ and modified as written below. The Marion Reed-Diane Smeaton Outreach Fund shall be referred to as the Reed-Smeaton Outreach Fund.</del>   | Information no longer necessary  |
| Reed-Smeaton Outreach Fund, Article 1, Mission (page 11) | THE FUND MISSION: To help finance Church outreach initiatives and scholarships that are aligned with deeply inclusive, Spirit-centered, welcoming community of McFarland United Church of Christ doing their best to live in the Spirit of Christ. The Reed-Smeaton Outreach  | THE FUND MISSION: <u>The Marion Reed-Diane Smeaton Outreach Fund (referred to as the Reed-Smeaton Fund) shall</u> To help finance Church outreach initiatives and scholarships <del>that are aligned with deeply inclusive, Spirit-centered, welcoming community of McFarland United</del>  | Combines info from deleted introduction section with Mission Statement.  |

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|  | Fund gives the congregation opportunities to support such activities through investment returns along with the congregation's on-going contributions and planned giving or memorial donations. Fund trustees work closely with the Pastor and the Servant Leadership Team to determine needs.   | The Reed-Smeaton Outreach Fund gives the The Reed-Smeaton Outreach Fund gives the congregation opportunities to support such activities through investment returns along with the congregation's on-going contributions and planned giving or memorial donations. <a href="#">Members of the Outreach Funds Committee</a> work closely with the Pastor and the Servant Leadership Team to determine needs.  | Replaces Fund Trustees with Committee Members to reflect current organizational structure.  |
| Reed-Smeaton Outreach Fund, Article II, Responsibilities (page 11) | <p><u>Fund trustees are responsible for the following tasks:</u></p> <ol style="list-style-type: none"> <li>Promote the Fund's purpose and activities.</li> <li>Invest donations through an investment firm with a focus on the safety of the principal amount.</li> <li>Coordinate with the Church Treasurer who facilitates and controls asset activities as directed.</li> <li>Determine the amount that the Fund can provide.</li> <li>Collaborate with the Servant Leadership Team and church members to identify requests.</li> <li>Determine which outreach initiatives are funded throughout the year.</li> <li>Review financial records maintained by the Church Treasurer and Investment Firm.</li> <li>Submit an Annual Report.</li> </ol> | <p><u>Members of the Outreach Funds Committee Fund trustees are responsible for the following tasks:</u></p> <ol style="list-style-type: none"> <li>Promote the <a href="#">Reed-Smeaton Outreach Fund's</a> purpose and activities.</li> <li>Invest donations through an investment firm with a focus on the safety of the principal amount.</li> <li>Coordinate with the Church Treasurer who facilitates and controls asset activities as directed.</li> <li>Determine the amount that the <a href="#">Reed-Smeaton Outreach Fund</a> can provide <a href="#">based on guidelines developed by the Outreach Funds Committee.</a></li> <li>Collaborate with the Servant Leadership Team and church members to identify requests.</li> <li>Determine which outreach initiatives are funded throughout the year.</li> <li>Review financial records maintained by the Church Treasurer and Investment Firm.</li> <li>Submit an Annual Report.</li> </ol> | <p>Replaces Fund Trustees with Committee Members to reflect current organizational structure.</p> <p>Reinforces Fund name</p> <p>The Outreach Funds Committee developed guidelines and have used these guidelines for making decisions about distribution of Outreach Funds</p> |
| Reed-Smeaton Outreach Fund, Article III, Fund Trustees (page 11)   | <p><b>ARTICLE III FUND TRUSTEES</b></p> <ol style="list-style-type: none"> <li>Fund trustees are nominated and approved by the Servant Leadership</li> </ol>  | <p><b>ARTICLE III <a href="#">FUND TRUSTEES OUTREACH FUNDS COMMITTEE</a></b></p>  | Replaces Fund Trustees with Committee Members to reflect current organizational structure.  |

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|   | <p>Team, striving to balance financial and investment knowledge with empathy for human needs and outreach.</p> <ol style="list-style-type: none"> <li>2. The Reed-Smeaton Outreach Fund Team will be comprised of a minimum of five Members, serving staggered three -year terms with a one-year break between any subsequent terms.</li> <li>3. The Chair is selected by the Fund Team. Preferably, the Chair should have at least one year of Fund Team experience.</li> <li>4. A quorum is required to conduct the business of the team and for voting; a quorum is a simple majority (e.g., for 5 trustees, 3 trustees are required to conduct the business of the team and vote)</li> <li>5. The Pastor and Moderator will be ex-officio members of the Reed-Smeaton Outreach Fund Team.</li> </ol> | <ol style="list-style-type: none"> <li>1. <a href="#">Members of the Outreach Funds Committee</a> who are nominated and approved by the Servant Leadership Team strive to balance financial and investment knowledge with empathy for human needs and outreach.</li> <li>2. <a href="#">The Outreach Funds Committee</a> will be comprised of a minimum of five Members</li> <li>3. The Chair is selected by <a href="#">members of the Outreach Funds Committee</a>. Preferably, the Chair should have at least one year of <a href="#">Outreach Funds Committee</a> experience.</li> <li>4. A quorum is required to conduct the business of the team and for voting; a quorum is a simple majority (e.g., for 5 <a href="#">members</a>, 3 <a href="#">member</a>s are required to conduct the business of the team and vote)</li> <li>5. The Pastor and Moderator will be ex-officio members of the Outreach Funds <a href="#">Committee</a>.</li> </ol> | <p>Terms for committee members are no longer staggered or limited.</p>       |
| <p>Reed-Smeaton Outreach Fund, Financial Specifications (page 12)</p> | <ol style="list-style-type: none"> <li>A. A suggested minimum of \$25,000 will be maintained in the Reed-Smeaton Outreach Fund (amendable by congregation vote).</li> <li>B. The church is not authorized to borrow monies from the Reed-Smeaton Outreach Fund.</li> <li>C. No funds will be granted from the Reed-Smeaton Outreach Fund for general budget items.</li> </ol>  | <ol style="list-style-type: none"> <li>A. A suggested minimum of \$25,000 will be maintained in the Reed-Smeaton Outreach Fund (amendable by congregation vote).</li> <li>B. The church is not authorized to borrow monies from the Reed-Smeaton Outreach Fund.</li> <li>C. No funds will be granted from the Reed-Smeaton Outreach Fund for general <a href="#">operating</a> budget items.</li> </ol>   | <p>Clarifies that general budget is the operating budget for the church.</p> |

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|  | <p>D. The commingling of Reed-Smeaton Outreach Fund monies with other church funds is prohibited except for <i>assets</i> that are awaiting investment or proceeds awaiting distribution.</p> <p>E. The Reed-Smeaton Outreach Fund is to serve the McFarland United Church of Christ in perpetuity. If at any time, the Church leadership should revoke, or abolish, this agreement, the funds remaining must then, within six months, be used for scholarship and outreach initiatives approved by the legally constituted quorum vote of the membership of the Church. These funds may not be used for general budget items.</p> | <p>D. The commingling of Reed-Smeaton Outreach Fund monies with other church funds is prohibited except for <i>assets</i> that are awaiting investment or proceeds awaiting distribution.</p> <p>E. The Reed-Smeaton Outreach Fund is to serve the McFarland United Church of Christ in perpetuity. If at any time, the Church leadership should revoke, or abolish, this agreement, the funds remaining must then, within six months, be used for scholarship and outreach initiatives approved by the legally constituted quorum vote of the membership of the Church. These funds may not be used for general <a href="#">operational</a> budget items.</p> |  |
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