

## **Constitution of the Kirkwood United Church of Christ, Inc.**

### **Article I. Name**

1. The name of this church shall be Kirkwood United Church of Christ, Inc. (hereinafter "KUCC").

### **Article II. Structure**

2. KUCC is composed of persons in covenanted community, whose organization includes officers, committees, boards and other groupings as determined by the agreement of those in covenanted community.

### **Article III. Covenantal Relationships**

3. As a member of the United Church of Christ, KUCC will relate to the various expressions of the church in a covenantal manner. KUCC will seek God's will and be faithful to God's mission, attending to its responsibilities in relation to the expressions of the church. Its decisions are made in consultation and collaboration with other parts of the structure, including its Association, Conference, and the General Synod. As a member of the Body of Christ, KUCC is called to honor and respect the work and ministry of each other part. KUCC listens, hears, and carefully considers the advice, counsel, and requests of others. In this covenant, KUCC joins the various expressions of the United Church of Christ to seek to walk together in all God's ways.
4. KUCC has, in fellowship, a God-given responsibility for the United Church of Christ, its labors and its extension, even as the United Church of Christ has, in fellowship, a God-given responsibility for the wellbeing, needs, and aspirations of its Local Churches. In mutual Christian concern and in dedication to Jesus Christ, the Head of the Church, KUCC shares with the entire United Church of Christ in common Christian experience and responsibility.
5. Actions by, or decisions or advice emanating from, the General Synod, a Conference or an Association, will be held in the highest regard by KUCC. KUCC will discuss and prayerfully consider such actions, decisions or advice, seeking to understand the intent, and will use respectful language about areas of disagreement.

### **Article IV. Officers of the Church**

6. The Officers of KUCC shall be a Moderator, a Treasurer, and a Secretary. They shall be responsible to and called by consensus of the covenanted community.

## **Article V. Covenanted Community**

7. KUCC is composed of people who, declaring a desire to be in either a congregational covenant, or a faith covenant, or both, commit to an ongoing covenant relationship with each other, KUCC, and God.
8. A person in congregational covenant is committed to being a full part of the life of the congregation by investing time, talent, service and financial resources, and by being in prayer with and for KUCC.
9. A person in faith covenant believes in and chooses to follow Jesus the Christ, will celebrate and participate in the sacraments of baptism and holy communion, promises to grow in the grace and knowledge of God, three in one, and promises to be a witness of God's love in the world in word and deed.
10. All persons who are or shall be in covenant with KUCC are thereby in covenant with the United Church of Christ.

## **Article VI. The Ministry**

11. KUCC recognizes that God calls the whole Church and every part of the covenant community to participate in and extend the ministry of Jesus Christ by witnessing to the Gospel in church and society. KUCC seeks to undergird the ministry of its community by nurturing faith, calling forth gifts, and equipping its community for Christian service.
12. KUCC recognizes that God calls certain individuals to forms of ministry in and on behalf of the church for which ecclesiastical authorization is required. The Call of an Ordained, Licensed or Commissioned Minister to KUCC establishes a covenantal relationship with both the authorized minister and the United Church of Christ as represented by the Georgia-South Carolina Association.
13. The KUCC congregation will call an authorized and compensated minister via a search committee that will seek and present to the covenanted community candidates for approval.
14. If persons in covenanted community with KUCC are called to ministries by other bodies in cooperation with the United Church of Christ, a covenantal relationship shall exist between KUCC, the person called, the other calling body, and the United Church of Christ as represented by the Georgia-South Carolina Association.
15. KUCC will act in partnership with its Association and Conference as it seeks, calls, and installs ministerial and other leadership, and as it calls forth leadership from its own community to lead in other settings of the United Church of Christ.

## **Article VII. Organization and Governance**

16. The ministry of KUCC is organized into a Servant Leadership Team (the “Team”) and committees that are responsible to the Team. The Servant Leadership Team and Committees may organize and delegate to other groups as needed to complete their work, under their supervision. Committees shall include but not be limited to Finance, Trustees, Nomination, and Minister/Personnel. The installed minister (senior), is an ex-officio member of the Servant Leadership Team and all Committees and groups empowered by the Team.

## **Article VIII. Property**

17. In the event of dissolution, the residual assets of KUCC will be turned over to the United Church of Christ.

## **Article IX. Church Meetings**

18. There will be an annual congregational meeting of KUCC during the first quarter of each calendar year. Notice of the annual meeting, or of any additional scheduled meetings, will be given via e-mail and announcement during worship at least one month before the meeting is to take place.
19. A special meeting of the congregation may be called by the minister, moderator, or Servant Leadership Team. The purpose of the special meeting must be clearly stated, and the congregation must have at least 7 days’ notice, via e-mail or other effective means. Emergency congregational meetings may also be called.

## **Article X. Decision-Making**

20. Decision-making by the covenanted community (in most cases) will be by consensus, a decision-making process inclusive of dissent, where all points of view are considered. Anyone in covenanted community with KUCC may choose to disagree with a proposal but agree to let it proceed (“stand aside”). If anyone in covenanted community strongly disagrees to the point they cannot agree to let the proposal proceed, then the proposal will be decided by a three-fourths vote of the persons in covenanted community present.

## **Article XI. Amendments**

21. The KUCC Constitution may be amended by consensus of the covenanted community at a duly called meeting. The KUCC Bylaws may be amended by consensus of the Servant Leadership Team.

# **Bylaws of the Kirkwood United Church of Christ, Inc.**

## **Preamble**

These Bylaws, consistent with the KUCC Constitution, further define and/or regulate the officers, boards, committees and covenanted community. They also describe its free and voluntary relationship with the Georgia-South Carolina Association and the Southeast Conference of the United Church of Christ, and with the General Synod of the United Church of Christ, its Executive Council, and the Covenanted, Affiliated and Associated Ministries.

## **Article I. Purpose and Mission**

22. KUCC is a progressive Christian community gathered in Kirkwood and serving surrounding Atlanta area communities. It is a congregation that worships together and serves together, that cares about others and seeks to be authentic and is welcoming of all people. It is a vibrant congregation, actively engaged in its community, living out Christ's justice, mercy, love and grace. All are invited and all are welcomed!
23. God is love, and at KUCC we believe God's love belongs to all of us. As a congregation, we strive to open our hearts without fear of seeming different and open our doors to share God's love with the entire community. We not only worship together, join together in the sacraments of communion and baptism, but also serve together too. We believe in reaching out to those in need, just as we reach out to hold each other up. Above all, we believe in the transformative power of God's love in human hearts.

## **Article II. The Ministry**

24. If a pastoral or other ministerial vacancy occurs, a Search Committee will be formed to fill such vacancy. This Search Committee will be formed by consensus of the members of the Servant Leadership Team. The Search Committee will work with the Conference Minister to identify potential candidates, and will in all respects adhere to the call policies of the Southeast Conference and the Georgia-South Carolina Association of the United Church of Christ.
25. The Search Committee will present a candidate it recommends to the Servant Leadership Team, which will determine whether it wishes to present the candidate to the congregation. If the Team wishes to present the candidate to the congregation for consideration, the Team will determine an appropriate process for introducing the candidate to the congregation (i.e. the delivery of a sermon) and determine the timing of a decision by the congregation.
26. A consensus of the covenanted community will be required for approval of the candidate. If consensus cannot be reached, a three-fourths vote of persons in the

covenanted community who are present at the meeting called for the purpose of the approval will be required.

27. Should the Georgia-South Carolina Association or the Southeast Conference have reason to question the fitness for ministry of any of the leaders of KUCC, every effort will be made to cooperate fully in the investigation, to remain in covenant with all parties, and to provide appropriate leadership and nurture for the congregation during and after the fitness review.

### **Article III. The Servant Leadership Team**

28. The Servant Leadership Team (“Team”) is the primary governing body, accountable directly to the congregation. The Moderator, Secretary, Treasurer and minister are members of the Team, as are chairs of committees and taskforces. Other members of the Team are self-selected according to their interests, gifts and commitment. The members of the Team should reflect all the diversity of the congregation, including its theological diversity.
29. One requisite for leadership is KUCC covenanted relationship, either in community covenant or faith covenant. Leaders should be enthusiastic and committed, and exhibit a passion for KUCC’s mission and work. Leaders covenant to be in prayer for the KUCC community and to regular church and meeting attendance.
30. The Team’s work will include, but not be limited to, reviewing, modifying and approving the church budget, setting annual mission direction and goals for the congregation, reviewing and approving personnel actions, reviewing committee work, approving new initiatives of committees, and taking such action it deems necessary to promote KUCC’s mission. The Team will also consider and make decisions on any proposal a congregant may bring to its attention.
31. Committee chairs will have experience on a committee before taking leadership responsibility for that committee.
32. Trustees are responsible for KUCC physical property (buildings, furnishings, grounds, etc.)
33. The standing committees chairs (Finance, Trustees, Nominating and Minister/Personnel) will be members of the Team and will be accountable to the Team.

### **Article IV. Officers of the Church**

34. The Officers of the church, Moderator, Secretary, and Treasurer, will be persons who have been in covenanted relationship with KUCC for at least six (6) months,

and will be called by a consensus of the covenanted community at the annual congregational meeting. Their duties are as follows:

35. The Moderator facilitates meetings, closely works with the minister and other committee chairs, calls meetings of and chairs the decision-making body (the Servant Leadership Team), convenes and leads yearly congregational meetings, and works with and mediates challenges with the minister and congregation.
36. The Secretary maintains a list of names of those in the covenanted community, keeps minutes of annual meetings and Servant Leadership Team meetings, communicates about upcoming meetings, keeps the calendar of meetings, and leads in efforts that foster relationship with the United Church of Christ.
37. The Treasurer maintains financial records, pays bills, maintains and prepares (or oversees) all tax documents, oversees money collection and counting, and prepares annual budgets and financial reports in collaboration with the minister and Finance Committee.
38. The Moderator, Secretary and Treasurer are called by the covenanted community to 2-year, staggered terms. The Moderator's 2-year term will be non-repeating.
39. If for any reason any of the 3 officers can no longer serve, the vacancy will be filled by consensus of covenanted community at a meeting called for that purpose.