

# BYLAWS - ARTICLE X

## GENERAL REQUIREMENTS OF THE MINISTRIES

Bylaws were adopted by congregational vote at the annual meeting on September 29, 2009.

### A. Composition.

1. Each ministry shall consist of a Leader elected by the Congregation for a two-year term at the Annual Meeting, with half the ministry Leaders elected each year. There is no limit to the number of successive terms that Ministry Leaders may serve.
2. Other ministry members shall serve as specified in these Bylaws or shall be appointed by the Council with the guidance of a Nominating Committee, also appointed by the Council, the Leader of each ministry, and the Pastor.
3. No ministry will have fewer than three members at any time.
4. Ministry Leaders or members who fail to adequately fulfill the responsibilities of the position may be removed from their position and replaced by the Council.

### B. Responsibilities:

1. Evaluate activities and needs related to their respective ministry areas as defined in these Bylaws, initiate responses, and coordinate activities in the ministry area and with other ministries, members of the church at large, lay and clergy officers, support staff, and others.
2. Create a ministry work plan for the year and present it to the Council for approval.
3. Prepare a long-term ministry plan for Council approval, update it annually, and follow it.
4. Provide an annual budget proposal to the Finance & Personnel Ministry when requested.
5. Monitor expenses and seek Council approval for needs that may exceed the budget.
6. Submit a written report prior to the Annual Meeting for inclusion in the church's annual reports.
7. Establish a regular meeting time and notify the Moderator, Pastor, and Church Office.
8. Detailed *Ministry Areas of Responsibility* for each ministry is found as addenda to these Bylaws.

— end of Bylaws Article X —

**The Ministry Areas of Responsibility that follow this page are addenda to the Bylaws document. They may be amended as deemed necessary and approved by Council vote.**