

Bylaws of Maple Creek United Church

Approved at the Annual Congregational Meeting

6 March 2022

Article I. Rules of Proceedings & Governance Documents

As a Community of Faith of the United Church of Canada, the Council of Maple Creek United Church follows Bourinot's Rules of Order unless otherwise specified.

References to *the Manual* refer to *the Manual, 2019 ISSN 2369-9167* unless otherwise specified.

Article II. Council Members

Section 2.01 Chairpersons of Committees:

The Chair of a Committee is entitled to all rights of membership at council meetings, or to designate a representative of their committee to do the same in their place.

Section 2.02 Other Members of Council

- (a) Chairperson
- (b) Voting Members

The following are not Chairs of a Committee, and are entitled to all rights of membership at Council meetings.

- Secretary of Council
- Vice-chairperson of Council
- Maple Creek United Church's elected representative to Living Skies Regional Council
- Minister

(c) Community of Faith Supervisor

As per *the Manual* Section B.7.7.4, in the absence of an accountable minister, the Community of Faith Supervisor, who is appointed by the Pastoral Oversight body of the Living Skies

Regional Council, must be present at all Council meetings, and must be accorded all the rights and privileges of membership at Council meetings.

Section 2.03 Elections and Terms of Office

(a) Elections

Unless otherwise specified, members of Council will be elected at the Annual General Meeting.

(b) Regular Terms of Office

The terms of office of Council members are as follows:

- Chairperson of Council: 3 years
- Vice-chairperson of Council: up to 3 years, or until the end of the current Chairperson's term of office
- Secretary of Council: 3 years
- Other Committee Chairs: 2 years

(i) It is expected that the Vice-Chairperson will stand for election as Chairperson following his or her term.

(ii) In a year in which Council turnover would exceed 50%, Council may recommend to the Annual General Meeting that an extension of one year be offered to no more than 25% of committee chairs.

(c) Re-election

A member of Council will not be re-elected to the same position for a consecutive term. It is recommended, but not required, that a period of one year be observed between serving in one position and assuming another position.

Section 2.04 Interim Appointments

Council may, by a regular motion, appoint an interim member or interim Chairperson to a committee, to be ratified at the next Annual General Meeting.

Section 2.05 Attendance at Council Meetings

Attendance at a council meeting is normally restricted to the aforementioned persons, but other persons may attend meetings at the consent of the Chair of Council.

Article III. Committees & Working Groups

Section 3.01 Committees

The Committees of Maple Creek United Church are as follows:

- Finance
- Ministry & Personnel
- Worship & Music
- Christian Development
- Board of Trustees
- Property
- Fundraising, known as "Fun & Fund"

Section 3.02 Finance

Each member of the Finance Committee will be elected at the Annual General Meeting. The Committee will elect a Chairperson from their membership.

Section 3.03 Ministry & Personnel

Each member of the Ministry & Personnel Committee will be elected at the Annual General Meeting. The committee will elect a Chairperson from their membership.

Section 3.04 Trustees

Trustees will be elected at the Annual General Meeting. Each member of the Board of Trustees will be confirmed at the Annual General Meeting. The Board of Trustees will elect a Chairperson from their membership.

Section 3.05 Other Committees

The Chair of a committee will be elected at the Annual General Meeting.

Section 3.06 Working Groups

The leader of a working group will be acclaimed by the members of that working group, and is accountable to Council through the Chair of Council.

The working groups of Maple Creek United Church are as follows:

- Helping Hands
- Pie Social
- Mission & Service
- Fall Supper
- Cold Plate Supper
- Pancake Supper

- Garage Sale
- Nominations

Working groups will be created and disbanded as the work of the church requires.

Article IV. Policies & Bylaws

Section 4.01 Policies

Maple Creek United Church maintains the following documents as policy, which are to be reviewed by Council annually:

- Wedding Policy
- Funeral Policy
- Baptism Policy
- Facility Rental and Use Policy

Section 4.02 Bylaws

The Bylaws of Maple Creek United Church are to be reviewed by Council annually, and either amended or confirmed at the Annual General Meeting.

Article V. Mission Statement

Section 5.01 Mission Statement

To proclaim the Gospel:

- Through providing Christian development and knowledge of the faith for all ages, with opportunities for spiritual and personal growth;
- By providing a supportive community through worship services, weddings, funerals, baptisms, and pastoral care;
- By providing outreach to support the community and the world, showing loving concern for all God's creation;
- By providing fellowship and community activities through various special events of the church.

(a) The Mission Statement shall be reviewed periodically, at the direction of Council.