



Sayville Congregational United Church of Christ  
Annual Meeting of the Congregation  
Sunday, December 15, 2024  
11:00 A.M. – Following Worship

**Officers**

Mark Conrad, Moderator

Karen Maust, Treasurer

Karin Conrad, Secretary

**Board of Deacons**

Hilda Baeza, Trustees  
Patricia Cunningham, Elder  
Kari Kaczmarek, Trustee  
Connie Kauffman, Elder  
Roger Kauffman, Trustee  
Gail Kieser, Trustee  
Patricia Mahar, Elder  
Ralph (Hank) Maust, Chairperson Trustees  
Kris Minschke, Chairperson Elders  
Jean Newcome, Elder  
Barbara Salva, Trustee

Sayville Congregational United Church of Christ

131 Middle Road, Sayville  
New York 11782  
631-589-1519

Heather Corcoran, Church Administrator; [churchadmin@sayvilleucc.org](mailto:churchadmin@sayvilleucc.org)  
[www.sayvilleucc.org](http://www.sayvilleucc.org); [www.facebook.com/sayvilleucc](https://www.facebook.com/sayvilleucc)  
[www.echimestv.org](http://www.echimestv.org) – Livestreaming Channel  
[www.echimes.org](http://www.echimes.org) – eChimes Newsletters

Sean Cameron, Music Director  
Samantha and Dan Harr, Building and Grounds



Fourth Sunday of Advent: Sunday, December 22, 2024, 10 A.M.

Christmas Eve Services: Tuesday, December 24, 2024  
Family Service, 5:00 PM      Lessons & Carols, 7:00 PM

Please join us.

## Agenda

I.	Moderator <sup>1</sup>		
II.	Call to Order	Mark Conrad, Moderator	
III.	Opening Prayer	Mark Conrad, Moderator	
IV.	Secretary/Clerk <sup>2</sup> Report	Karin Conrad, Secretary	pp. 3-4
	a. Approval of Minutes from 2023 Annual Meeting		
V.	Treasurer <sup>3</sup> Report	Karen Maust, Treasurer	pp. 4-6
	a. 2024 Year-to-Date Report		
	b. 2025 Budget Proposal		
VI.	Congregational Life Review		p. 7
VII.	33 <sup>rd</sup> Victorian Tea Committee Report	Connie Kauffman	p. 7-8
VIII.	Prayer Shawl Ministry	Patricia Mahar	p. 8
IX.	Deacon Elders	Kris Minschke	p. 8-9
X.	Deacon Trustees	Hank Maust	p. 9
XI.	Pastoral Search	Connie Kauffman	p. 9-10
XII.	Nominating Slate	Susan Ryan	p. 10
XIII.	Other /Addendum – General Constitutional Guidelines (Reference) <sup>4</sup>		p. 11-12
XIV.	Closing Prayer		
XV.	Adjourn		

I.	<b>Moderator</b>	
II.	<b>Call to Order</b>	<b>Mark Conrad, Moderator</b>
III.	<b>Opening Prayer</b>	<b>Mark Conrad, Moderator</b>

### IV. Secretary's Report – Submitted by Karin Conrad

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<sup>1</sup> (Constitutional Description) The Moderator shall preside at all official meetings of the Church and of the Board of Deacons and shall work with the minister and Board to set the agenda. The Moderator acts as the liaison between members of the Congregation and all Boards and Committees. The Moderator shall serve as the President of the Corporation.

<sup>2</sup> (Constitutional Description) The Secretary/Clerk shall record the proceedings of the Congregational Meetings and the Board of deacons of which he or she shall be a member and secretary. The Clerk shall be responsible for giving official notice of all Congregational Meetings. The Clerk shall keep a register with addresses of the members of the Church, dates and modes of their reception and removal, a record of births, baptisms and marriages, and shall be responsible for and preserve on file all communications and written official reports including letters of transfer.

<sup>3</sup> (Constitutional Description) The Treasurer shall receive an accounting of all receipts and disbursements and shall direct management of all Church funds in accordance with the policies of the Board of Deacons and the budget approved by the Covenant Members. He or she shall make a full report to the Annual Meeting and such other reports as may be requested by the Church. The Treasurer shall serve as the Chairperson of the Finance Committee as well as the Treasurer of the Corporation.

<sup>4</sup> Sayville Congregational United Church of Christ Constitution is online [www.sayvilleucc.org](http://www.sayvilleucc.org) Click *Constitution* in Menu

Sayville Congregational United Church of Christ  
Annual Meeting Minutes  
December 17, 2023

1. Moderator Welcome by Mark Conrad Thank you to Ray as he attends his final Annual Meeting with us. We will be forever grateful of his time with us and although we will miss him terribly, we wish him nothing but the best as he enters this next chapter of his life.
2. Call to Order by Moderator Mark Conrad
3. Opening Prayer Mark Conrad
4. Pastor Comments
5. Secretary Report Presented 2022 Minutes Approval of Minutes from 2023 Annual Meeting. Motion: Barbara Salva; Second: Judie Jayne; Accepted
6. Treasurer's Report presented by Karen Maust 2023 year to date reported. 2024 Budget presented 2023 Year-to-date actual figures as well as our 2024 Budget
7. Congregational Life Review by Ray Bagnuolo where he listed many of the ways this congregation serves with their many gifts.
8. 32nd Victorian Team Committee Report by Connie Kauffman
9. Prayer Shawl Ministry by Pat Mahar
10. Justice Action Committee by Jean Newcombe
11. Education/Sunday School by Laura Langlan and Jeanine McKenna
12. Deacon Elders Report by Kris Minschke
13. Deacon Trustees by Laura Heaney
14. Nominating Slate The current slate of Moderator: Mark Conrad; Treasurer: Karen Maust; Secretary: Karin Conrad; Elders: Patricia Cunningham, Connie Kauffman, Patricia Mahar, Kris Minske, Jean Newcombe; Trustees: Hilda Baeza, Kari Kaczmarek, Roger Kauffman, Ralph(Hank) Maust, Barbara Salva will continue to serve throughout the minister transition process with Gail Keiser replacing Laura Heaney on the Trustees Motion to Accept slate: Ann Walker; second Kathy Leis. All in favor-38 opposed-0 Abstaining-2.
15. Other/Addendum - General Constitutional Guidelines (Reference) included thanks to Ray Bagnuolo
16. Closing Prayer by Mark Conrad
17. Adjourn Motion: Karen Maust; Second: Laura Heaney Discussion Many Thanks to Ray Bagnuolo for his service with us. He leaves with our love and good wishes. We will miss him. Meeting Adjourned. All in favor 38 Opposed-0 Abstaining-0

## **Addendum to Report**

In 2024 we have continued to extend our extravagant welcome and have welcomed five new members. We are so happy you have found us and are so glad you are a part of our community. We have also lost two of our dear friends this year with our total membership being at 110.

We are currently moving forward as we transition to a new pastor. Thank you to everyone for your participation in this process. We have continued our committees and activities, thanks to so many of the congregation for stepping up and taking on additional tasks. Thank you all for what you do here at Sayville Congregational United Church of Christ!

Our Board continues to meet monthly on the second Saturday each month at 10:00AM in the vestry. As always any member of the congregation is welcome to come to our meetings. For anyone interested serving on the board, attending a meeting would enable you to get a better idea of what the board does

## **End of Addendum**

## **V. Treasurer's Report – Karen Maust, Treasurer**

Report of the Treasurer  
Annual Meeting  
December 15, 2024  
Period ending 11/30/24

Sayville Congregational United Church of Christ has had a stable fiscal year so far. Our Operating numbers show a Year-to-date Operating Income of \$251,390 against a plan of \$228,877 (+22,513.00 or +9.8%). Our Fundraising figures combined with a number of pledges having been paid through the year end have put us in the YTD plus column! The Total Giving YTD is \$156,055 against a YTD plan of \$148,958 (+\$7,047 or +5%).

We have maintained this healthy picture by not spending some of the budgeted funds, which will have to be pushed forward for 2025 and by not having pastoral expenses for 11 months of the year, in spite of having our Church Administrator work full-time hours.

The Board of Deacons voted to expend \$8,550 for a Building Conditions Report from Stewardship Preservation Services, which will enable us to qualify for grant money that could be used for the Church building. This analysis will be ready early in 2025. \$4,229.50 has been donated toward this project and the BOD voted to take the balance from several Restricted Funds - namely the Contingency Fund and monies donated in Memory of Trevor and Clark Hausske and Marjean Posteltwaite.

We continue to move forward in assessing our long-term and short-term needs .

Respectfully submitted,  
Karen Maust, Treasurer

## Budget 2025

### INCOME

	2024 Budget	11/30/24	Proposed 2025
Total Giving	162,500.00	156,055.00	180,000.00
Season Mission Offerings	2,500.00	14,301.00	2,500.00
Sharing a Meal Offset	12,300.00	11,275.00	12,540.00
United Pre School Offset	<b>34,155.00</b>	<b>31,306.00</b>	<b>35,009.00</b>
Building Use Offset	8,500.00	7,597.00	8,500.00
Interest Dividends	150.00	151.00	150.00
Fundraising	12,000.00	14,700.00	13,000.00
Operating Carry Forward*	17,460.00	16,005.00	30,000.00
Uncategorized Income			
<b>TOTAL INCOME</b>	<b>249,565.00</b>	<b>251,390.00</b>	<b>281,699.00</b>

### EXPENSES

#### Denominational Expenses

	2024 Budget	2024 YTD	Proposed 2025
OCWM-UCC	10,000.00	7,500.00	11,000.00
Suffolk Association Dues	800.00	735.00	800.00
Season and Mission Giving	6,000.00	13,777.00	7,500.00
<b>Sub-Total</b>	<b>16,800.00</b>	<b>22,012.00</b>	<b>19,300.00</b>

#### Facilities and Operations

	2024 Budget	2024 YTD	Proposed 2025
Capital Improvement	16,660.00	2,920.00	17,000.00
Utilities	26,500.00	21,235.00	25,000.00
Telephone/Internet	5,000.00	4,477.00	5,200.00
Maintenance/Contracted Svcs	20,500.00	19,205.00	21,000.00
Maintenance Supplies	1,800.00	1,883.00	2,000.00
Printing/Paper/Copier	3,000.00	1,306.00	2,000.00
Postage	1,000.00	233.00	750.00
<b>Sub-Total</b>	<b>74,460.00</b>	<b>51,259.00</b>	<b>72,950.00</b>

#### Programming

	2024 Budget	2024 YTD	Proposed 2025
Congregational Life	1,000.00	25.00	500.00
Public Relations	1,500.00	1,198.00	1,500.00
Conferences & Retreats	0.00	0.00	500.00
Worship Expense	1,500.00	692.00	1,500.00
Justice Ministry	1,000.00	0.00	750.00
CE/Youth Ministry	1,000.00	125.00	750.00
Parish Resource Center	350.00	350.00	350.00
Christian Education		0.00	
<b>Sub-Total</b>	<b>6,350.00</b>	<b>2,390.00</b>	<b>5,850.00</b>

## Salaries

### Pastor Terms of Call (60%)

	2024 Budget	2024 YTD	Proposed 2025
Pastor Salary		3,654.00	48,000.00
Pastor Furnishings		350.00	4,800.00
Pastor Mileage		208.00	2,000.00
Pastor Retirement		483.00	8,736.00
Pastor Health & Disability		52.00	17,000.00
Pastor Social Security Offset		295.00	3,660.00
Pastor Discretionary Fund		125.00	750.00
Pastor Continuing Education		0.00	500.00
<b>Sub-Total Pastor Terms of Call</b>	<b>25,000.00</b>	<b>5,167.00</b>	<b>85,446.00</b>

	2024 Budget	2024 YTD	Proposed 2025
Music Director	24,840.00	22,741.00	26,661.00
Guest Music	1,575.00	975.00	1,575.00
Church Administrator	46,155.00	44,090.00	47,500.00
Guest Preacher	6,800.00	7,046.00	5,000.00
SS/Medicare/ UN/INS.	5,431.00	5,763.00	7,863.00
<b>Sub-Total Non-Pastor</b>	<b>84,801.00</b>	<b>80,615.00</b>	<b>88,599.00</b>
<b>Total Salaries</b>	<b>109,801.00</b>	<b>85,782.00</b>	<b>174,045.00</b>

	2024 Budget	2024 YTD	
Insurance	35,000.00	30,862.00	35,000.00
Transition/Search	6,654.00	869.00	5,000.00

<b>Total EXPENSES</b>	<b>249,065.00</b>	<b>193,174.00</b>	<b>312,145.00</b>
<b>TOTAL INCOME</b>	<b>249,565.00</b>	<b>251,390.00</b>	<b>281,699.00</b>
<b>Surplus/Deficit</b>	<b>500.00</b>	<b>58,216.00</b>	<b>(30,446.00)</b>

## VI. Congregational Life Review for 2024

In part, these are some of the ways in which we live into our congregational life together. Thank you for filling out hearts and those we serve with all your gifts.

### Pastoral Care/Mission Life/Outreach

1. A safe, clean and well-lit campus
2. Annual Support of Food Pantry
3. Bible Jam
4. Blessing of the Animals
5. Budget Committee
6. Building Use – Others
7. Building Use by 12 Step Programs
8. Building Use by Irish Dance
9. Deacon Call List
10. Care of our Grounds and Properties
11. Chair Yoga
12. Chancel Choir
13. Community Engagement
14. Deacon Elders and Deacon Trustees Guidance and Care
15. Deacon's Fund & Benevolence
16. Easter Morning Polish Breakfast
17. Easter Sunrise on The Great South Bay
18. Emergency Management & Building Repair
19. Greening of the Sanctuary and Creche
20. Gun Legislation Committee
21. Hospital and Home Visitation
22. Justice Committee
23. Justice Luncheon
24. Media Interviews – Suffolk County News
25. Media Outreach Team – Livestreaming and Archiving
26. Media Presence: Website, eChimes, TV Channel, Facebook
27. Music Programs
28. Nominations Committee
29. Office Support
30. Participation in Clergy Groups
31. Participation in Sayville Annual Prayer Gathering – Raynor & D'Andrea
32. Participation in the Suffolk Association of the United Church of Christ
33. Prayer Life and Prayer List
34. Prayer Shawl Ministry Group
35. Pride Month Recognition
36. "Purple Bag" Drive for Food Pantry
37. Rebel Readers Book Club
38. Sanctuary Return Committee (including Phone Contact)
39. Sayville Congregational United Church of Christ Mission Support
40. Shabbat with Local Temple
41. Stewardship Committee
42. Sunday School
43. Support of Foster Care Families and Youth
44. Support of LGBTQ/AI+ Community
45. Support of Long Island Transgender Community - TDOR
46. Support of Newborns – Pack and Play; Strollers; Car Seats
47. Support of Sharing a Meal
48. Support of United Pre-School
49. Support through Deacons Fund
50. The Chancel Choir and Choir Rehearsals
51. The 33<sup>rd</sup> Victorian Tea
52. United Church of Christ Mission Support
53. Weddings, Baptisms
54. Weekly eChimes Newsletter [www.echimes.org](http://www.echimes.org)
55. Weekly Hospitality
56. Worship and Worship Leadership

## VII. 33<sup>rd</sup> Victorian Tea

### Victorian Tea Committee Annual Report 2024 Sayville Congregational United Church of Christ

Our 33<sup>rd</sup> All-Church Victorian Tea was held on November 15 & 16 to raves and applause from the over 200 patrons who filled our vestry four times over the two days. The seventeen members of the Tea Committee were joined by Lisa Kelly our harpist extraordinaire and most of the congregation in producing our now-famous community outreach event that is heralded as the best tea anywhere.

We are honored by and thankful for the help of so many, even including some non-members, who bake, make and serve food and tea, wash dishes, direct traffic, put up signs and lace, sell tickets, greet everyone, run model trains, donate raffle baskets, check coats, miraculously move furniture-twice!, count silver, take down signs and lace, take a truckload of food to the food pantry, and make our patrons happy! So happy that we receive

remarkable donations that make us happy too, given that the tea is our church's best fun(d)raiser.

Due to the generosity of our congregant donors and many local merchants, our raffle delivered eighty beautiful baskets to the happy winners. The popular Best Handmade Victorian Hat prizes were also enjoyed. We were blessed with good weather, wonderful helpers, joyous attendees, and a fine-tuned event that made everyone eager for number 34! We were additionally very happy to have some first-time helpers, and several others who said they want to help next year. That's really notable because we aren't getting younger! Trainees are good!

Thank you, everyone!!

Members: Hilda Baeza, Elise Cesare, Karin Conrad, Kari Kaczmarek, Sue Lanchantin, Kathy Leis, Patricia Mahar, Karen Maust, Gini McLaughlin, Kris Minschke, Jenna Murphy, Barbara Poulos, Susan Ryan, Lorraine Severin, Roberta Smith, Diane Vaughan

Respectfully submitted by Connie Kauffman, Chair, Victorian Tea Committee

### **VIII. Prayer Shawl Ministry**

Our Prayer shawl ministry has been busy preparing for the cold weather. We have been knitting and crocheting love and prayer into thirty hat and scarf sets, as well as six shawls that have been donated to our soup kitchen where they will be offered to all who come for a meal. We also have many colorful shawls and lap robes available in our sanctuary for all who would like to bring one to someone they know and would find comfort as they wrap up in it.

Our annual Advent purple bag food drive continues and has been a huge success. Thus far, over forty bags have been distributed to be filled and returned at Christmas tide. All of the donations go the Chestene M. Coverdale food pantry. (Sayville's Food Pantry).

Our Prayer Shawl Ministry continues to meet each Thursday, knitting, crocheting and filling the vestry with conversation, laughter and love. This joyful noise goes into each shawl and lap robes, bringing comfort and love to so many. Please come and join this merry group. Knitting and crocheting is not a requirement .

Respectfully submitted,  
Patricia Mahar

### **IX. Deacon Elders**

It has been quite a year! Pastor Ray's last Sunday was January 28<sup>th</sup> and he left a hole in our hearts and our congregational life. A hole that has been filled by so many people pulling together to do God's work in our congregation.

He left the Elders as prepared as possible with worship templates and slides through Easter Sunday the end of March. With Heather Corcoran's wonderful and knowledgeable help we have continued to put together our Sunday services. And in addition to a number of congregational voices stepping up, we have found an invaluable treasure in Rev. Rebecca (Becky) West - Thank You!



I think we - Sayville Congregational UCC - have much to be proud of and thankful for this year. The search committee has put together our church profile- a daunting task at the best of times - which is now posted waiting for that special person to see. The Sunday school finished up its first year and is well into a second amazing year filled with wonderful and creative lessons. It is so good to see, and hear, the children! We are continuing to add new members and to reach out to the community, most recently hosting the TDOR (Trans Gender Day of Remembrance)

In closing some words of praise from Pastor Dwight Lee Wolter of the Patchogue Congregational church. "You guys are doing great things and are an inspiration to me! Good luck and blessings in your search for your next pastor and the many other exciting things you are undertaking God needs you!"

We are looking forward to an exciting new year filled with possibilities and as always, are grateful for each and every one of you.

Respectfully submitted,  
Pat Cunningham  
Connie Kauffman  
Patricia Mahar  
Kris Minschke (chair)

## **X. Deacon Trustees**

### **Sayville UCC 2024 Trustees Annual Report**

This year the Trustees initiated the process of having a Building Conditions Report done on our historic church building to identify and prioritize the work needed for a comprehensive building restoration program. The report will also facilitate applying for grant funds to support this effort. The other major project has been the refurbishment of the Parsonage in anticipation of the arrival of a new minister. This effort continues to involve a variety of Church members and friends as well as Trustees and will continue to completion in 2025. In addition there continues to be the handling of the day to day maintenance and issues that arise with our venerable facilities.

Respectively submitted,  
Ralph B. 'Hank' Maust, Chairperson

## **XI. Pastoral Search Committee Annual Report 2024**

### **Sayville Congregational United Church of Christ**

Shortly after the retirement of our dear Pastor Ray in January, the formation of a Pastoral Search Committee became the urgent job of the Board of Deacons. Following the guidelines of the New York Conference of the United Church of Christ, four Deacons and three congregant members of the church volunteered to serve in the quest for a new pastor. The seven members needed to represent as many demographics of the congregation as possible. We feel we achieved that with Bill Houghtalen, Mike Jayne, Connie Kauffman, Karen Maust, Jean Newcombe, Barbara Salva and Mariana Torres.

We first met in April, via Zoom, with our liaison, NY Conference Associate Minister Rev. Barbara Toll, and named Connie and Mariana as Co-Chairs. Our first duty was to create a Church Profile, which entailed acquiring much information from the congregation: The Welcoming Diversity Inventory, Family Questionnaire, and Leadership Expectations. These were administered over several months with the patient cooperation of all of you, and the profile benefited from your input. Thank you!

The committee began with monthly meetings that became weekly after Labor Day, including zoom meetings, eighteen in all. Rev. Toll preached here recently, and we were able to meet with her and finalize our information, with her great advice and care. She gave her official approval and it was uploaded on Thanksgiving Day! Our Church Profile is officially online, and we are already receiving profiles from prospective candidates.

After finalizing our interview process this month, and receiving more profiles, we will begin deciding on who we interview in January. We are told that, once a profile is “out there”, the whole process takes a year to 18 months. We can feel hopeful for the shorter time, because we know that having a parsonage to offer is huge, as well as our church’s commitment to justice issues and inclusivity, and our spectacular welcome!

We love working together, for you, our church, and we are optimistic about the candidate who is out there, getting ready for God to send them to us. We appreciate your patience and support.

## **XII. Report Of The Nominating Committee**

The Nominating Committee recommends the continuation of the following slate of leaders for the 2025 term:

### **Officers**

Mark Conrad, Moderator

Karen Maust, Treasurer

Karin Conrad, Secretary

### **Board of Deacons**

Hilda Baeza, Trustees

Patricia Cunningham, Elder

Kari Kaczmarek, Trustee

Connie Kauffman, Elder

Roger Kauffman, Trustee

Gail Kieser, Trustee

Patricia Mahar, Elder

Ralph (Hank) Maust, Chairperson Trustees

Kris Minschke, Chairperson Elders

Jean Newcome, Elder

Barbara Salva, Trustee

### **Nominating Committee**

Susan Ryan

We appreciate your assistance in coming forward either to serve or with a nomination to serve.

Respectfully submitted:

Susan Ryan, Chair on behalf of the Committee

### **XIII. Addendum**

#### **General Constitutional Descriptions BOARD DESCRIPTIONS**

Board of Deacons: The Board of Deacons is a representative body comprised of all currently serving Deacons. It shall be the final decision-making body between Congregational Meetings, working closely with the Minister in the spiritual and institutional affairs of the Church. Specifically, the Board of Deacons is charged with ensuring the resources of the church are utilized in a manner consistent with Christ's mission for the church and in accordance with this Constitution and By-Laws. The Board of deacons shall consist of three to five Deacon Elders, three to five Deacon Trustees, and the three elected officers of the Church. The Board of Deacons shall meet regularly as needed, not to be less frequent than once a quarter. The Minister shall serve as an *ex officio* member of the Board of Deacons.

Deacon Elders: Three to Five Deacon Elders shall be elected from the Covenant membership of the Church. The Deacon Elders shall be ordained into the diaconate and shall be responsible for all matters pertaining to Christ's mission for the Church, to include, but not be limited to: worship, faith development, pastoral care, mission, outreach, evangelism, and prophetic witness. Deacon Elders shall, in conjunction with Deacon Trustees, approve the of all staff serving in mission related positions, including Worship Musicians and Christian Educators. Deacon Elders shall approve all mission partnerships with outside organizations. Two Deacon Elders and the Minister shall receive requests for and approve disbursements of funds from the Deacons Fund, in accordance with the policies set down by the Board of Deacons. Deacon Elders shall divide their responsibilities among themselves and shall form such teams and *ad hoc* committees as needed to fulfill their duties. The Clerk shall serve as an *ex officio* member of the deacon Elders.

Deacon Trustees: Three to five Deacon Trustees shall be elected from the Covenant membership of the Church. The Deacon Trustees shall be ordained into the diaconate and shall be responsible for all matters pertaining to corporate management of the Church and its resources, to include, but not be limited, stewardship, physical property, personnel management and, in conjunction with the treasurer, the management of funds. Deacon Trustees, in conjunction with Deacon Elders, shall approve the hire of all staff serving in mission-related positions, including Worship Musicians and Christian Educators. Deacon Trustees shall approve the hire of all personnel in non-mission functions, to include but not be limited to those responsible for care and maintenance of physical properties. Deacon Trustees shall divide these responsibilities among themselves and shall form such teams and *ad hoc* committees as needed to fulfill their duties. The treasurer shall serve as an *ex officio* member of the Deacon Trustees.

#### **NOMINATING COMMITTEE**

Nominating: The Nominating Committee shall prepare and present to the Congregation a slate of candidates nominating one person for each Church office to be filled. Candidates for the Nominating Committee itself shall be recommended by the Board of deacons. The entire slate of candidates should represent the diversity of the Congregation with respect to race, age, gender, sexual orientation, and duration of Church membership. The Nominating Committee shall keep the Congregation informed as to which positions are vacant, and the responsibilities thereof. If a vacancy in any Church office or Board exists in the period between Congregational Meetings, the Nominating Committee shall recommend candidates to the Board of deacons for appointment. At all times, the Nominating Committee and the Board of

Deacons shall make every effort to consider the spiritual gifts of particular individuals in filling positions.

## ELECTION OF OFFICERS AND COMPOSITION OF BOARDS

### Section I: Length of Election

#### A. Officers

- 1) The Minister shall be called for an indefinite period of time at a Congregational Meeting called for this purpose.
- 2) Moderator, Secretary Clerk and Treasurer shall be elected for one year at the Annual Meeting and may be reelected.
- 3) Deacon Elders and Deacon Trustees shall be elected to two-year terms and may be reelected.

B. Members of the Nominating Committee may serve for one year and may be reappointed.

Members of the Pastoral Relations Committee may serve for two years and may be reelected until there is a change in ministerial staff.

### Section II: Eligibility for Election

Only Covenant Members in good standing of this Church may hold elective positions.

XIV. Closing Prayer

XV. Adjourn

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End of Docket, December 15, 2024