



**Sayville Congregational United Church of Christ
Annual Meeting of the Congregation
Sunday, December 21, 2025
11:00 A.M. – Following Worship**

Rev. Kathryn Kelly, Pastor

Officers

Mark Conrad, Moderator

Karen Maust, Treasurer

Karin Conrad, Secretary

Board of Deacons

Patricia Cunningham, Elder

Kari Kaczmarek, Trustee

Connie Kauffman, Elder

Roger Kauffman, 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@syavilleucc.org
www.sayvilleucc.org; www.facebook.com/sayvilleucc

Sean Cameron, Music Director



Christmas Eve Services: Wednesday, December 24, 2025
Family Service, 5:00 PM Lessons & Carols, 7:00 PM

Please join us.

Agenda

I. Moderator ¹	
II. Call to Order	Mark Conrad, Moderator
III. Opening Prayer	Mark Conrad, Moderator
IV. Pastor Report	Rev. Kathryn Kelly, Pastor pp. 3-4
V. Secretary/Clerk ² Report	Karin Conrad, Secretary pp. 4-5
a. Approval of Minutes from 2024 Annual Meeting	
VI. Treasurer ³ Report	Karen Maust, Treasurer pp. 5-7
a. 2025 Year-to-Date Report	
b. 2026 Budget Proposal	
VII. 34 th Victorian Tea Committee Report	Connie Kauffman p. 8
VIII. Prayer Shawl Ministry	Patricia Mahar p. 8
IX. Deacon Elders	Kris Minschke p. 9
X. Deacon Trustees	Hank Maust p. 9
XI. Pastoral Search	Connie Kauffman p. 10
XII. Nomination of Church Officers	p. 10
XIII. Other /Addendum – General Constitutional Guidelines (Reference) ⁴	p. 11-12
XIV. Closing Prayer	p. 12
XV. Adjourn	p. 12

I. Moderator	
II. Call to Order	
III. Opening Prayer	

Mark Conrad, Moderator
Mark Conrad, Moderator

¹ (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.

² (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.

³ (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.

⁴ Sayville Congregational United Church of Christ Constitution is online www.sayvilleucc.org Click Constitution in Menu

IV. Pastor Report

Annual Congregational Meeting

Sayville Congregational United Church of Christ

Grace and peace, my friends.

As we gather for our Annual Congregational Meeting during this Advent season, I am deeply grateful to mark three full months of ministry together. These early months have been filled with energy, discernment, and a growing sense of shared purpose, and I give thanks for the many ways God's Spirit is clearly at work among us.

I am pleased to report a very successful stewardship campaign—one that reflects not only generosity, but trust in one another and in the future of this congregation. I am especially grateful to Jesse Ramos, our Stewardship Committee Chair, and to the entire Stewardship Committee for their faithful leadership, creativity, and encouragement throughout this season. Their work helped shape a campaign rooted not only in numbers but in shared values, gratitude, and hope for the ministry we are called to sustain together.

I am also grateful for the positive and grace-filled transition of our caretakers, Samantha and Daniel, as they purchased their first home together and are moving this weekend. We celebrate this milestone with them, even as we give thanks for their faithful service among us. At the same time, we are well-positioned for what comes next, with an effective and thoughtful interviewing team already at work discerning whom God may be calling to serve as our next caretakers.

The Victorian Tea was, quite simply, extraordinary. The girls and I were truly in shock and awe at the energy, joy, and sheer excellence that surrounded this event. It was hospitality and fundraising at the highest level—an impressive testament to what is possible when a community works together with care, creativity, and love. It spoke volumes about who you are as a congregation and the welcome you extend beyond these walls.

I am also profoundly grateful for the staff and lay leadership who make the daily life and ministry of this church possible. I want to offer heartfelt thanks to Heather Corcoran, our Office Administrator, whose fidelity to this congregation — especially during times of transition — has been a steady and sustaining gift. Heather's care, competence, and commitment make my time in the office both effective and grounded, and I am deeply thankful for her partnership in ministry.

I am equally grateful for the collaboration and inspired leadership of Sean Cameron, our Music Director. Working with Sean is joy in the purest form for me. He makes my work on Sunday mornings genuinely worshipful, and I am so thankful for the creativity, care, and spirit he brings to our shared work. Our choir is truly outstanding, and their music consistently elevates and enriches our worship, helping us encounter God in profound and beautiful ways each week.

I also want to name—with deep gratitude—Mark Conrad, our Moderator, who answers the phone every time I call and has become a source of comfort and steady salve for my anxious nature around matters that are not my natural leadership lane: falling trees, roof leaks, mold, pilot lights, and all the unpredictable surprises that come with caring for an historic and beloved campus. Mark was instrumental in the smooth transition with Daniel and Samantha, and his quiet, faithful leadership style is a true gift to this congregation—and to me personally. Additionally, Karen Gunkel, who provides wisdom, counsel, and support that is a gift to me personally and the congregation. We all need wise people in our lives, and she is a gracious blessing.

I give thanks as well for the Trustees, whose faithful care of this expansive campus is nothing short of a calling. Their work—often unseen—reflects award-winning dedication, stewardship, and love for our church buildings as sacred space entrusted to our care. I am grateful as well for the Board of Deacons, whose compassion and attentiveness nurture both this congregation and the wider community. And I want to lift up in particular our Christian Education Committee, whose faithful and imaginative leadership is transforming the Sunday morning experience of our children and youth, and their families, in meaningful and lasting ways.

I would be remiss if I did not also offer my deep gratitude to the Search Committee, whose year and many, many months of faithful, patient, and prayerful work ultimately brought us together. Their perseverance, discernment, and trust in God's timing made this new chapter possible, and I am profoundly thankful for the care with which they held both this congregation and the pastoral search process. Connie Kaufmann, Karen Maust and the committee made us feel welcome long before we arrived.

On a personal note, I want to thank you for the many ways you have embraced my family. Both girls made the honor roll this semester, with GPAs well above 95, and they loved being part of the middle school play. They were especially grateful to see members of this congregation in attendance each night—a small gesture that made a very big difference. As a mom, I cannot express how thankful I am for your patience, encouragement, and grace as we continue to find our footing and stabilize our homeostasis in this new pace of life on Long Island.

Most of all, I am grateful for the opportunity to think theologically with you each week—to wrestle honestly with the world as it is, and to discern together where God is calling us to bring healing, justice, and hope. It is a privilege to serve among a people who are curious, faithful, and willing to engage both heart and mind in the work of the gospel.

Thank you for your trust, your partnership, and your faithfulness. I look forward with hope to what God will continue to unfold among us in the year ahead.

Grace and peace.

Kate

V. Secretary's Report – Submitted by Karin Conrad, Secretary

In 2025 we have been fortunate to have several new people find our church family. We look forward to making them official members now that Pastor Kate has joined us. We have also lost two of our dear friend this year bringing our total membership to 109.

We have had our prayers answered and welcomed Kate Kelly as our new pastor. We have our wonderful search committee to thank for working tirelessly to bring her to us. We have continued our committees and activities adding most recently our Whimsical Workshop for our crafters. Thanks to all who participate in our church's daily life.

Our Board continues to meet monthly on the second Saturday of each month at 10:00AM. in the vestry. As always any member of the congregation is welcome to come to these meetings and, for anyone interested in serving on either the Elders or the Trustees, attending a meeting would be a great way of seeing what is involved.

Sayville Congregational United Church of Christ
Annual Meeting Minutes
Sunday, December 15, 2024

1. Moderator
2. Call to Order Mark Conrad, Moderator
3. Opening Prayer Mark Conrad
1. Secretary's Report and 2024 Minutes Karin Conrad, Secretary Motion to Accept minutes; Sue Lanchantin; Second Mike Jayne All in Favor 34; Opposed 0 Abstaining 0 The Motion Passes
4. Treasurer's Report Karen Maust, Treasurer
 - a. 2024 Year-to-date Report through November
 - b. 2025 Budget Proposal Motion to accept the Budget for Year 2025: Gail Kieser; Second: Sue Lanchantin; All in Favor 35; Opposed 0; Abstaining 0 Motion Passes
5. Congregational Life Review
6. 33rd Victorian Tea Connie Kauffman
7. Prayer Shawl Ministry Patricia Mahar
8. Justice Committee Jeanne Newcombe
9. Deacon Elders Kris Minschke
10. Deacon Trustees Hank Maust
11. Pastoral Search Connie Kauffman
12. Nominating Slate Susan Ryan
 - a. No nominees from the floor were presented
 - b. Presented slate for 2025 term: Officers: Mark Conrad, Moderator; Karen Maust, Treasurer, Karin Conrad, Secretary; Board of Deacons Elders: Patricia Cunningham, Connie Kauffman, Patricia Mahar, Kris Minschke Chairperson, Jean Newcombe; Trustees: Hilda Baeza, Kari Kaczmarek, Roger Kauffman, Gail Kieser, Ralph(Hank) Maust, Barbara Salva
 - c. Motion to accept the recommended slate of officers. Heather Dominguez; Second Kathy Leis; All in Favor 35; Opposed 0; Abstain 0; Motion Passed
13. Other/Addendum - General Constitutional Guidelines (Reference)
14. Closing Prayer
15. Adjourn Motion to Adjourn Pat Mahar; Second Heather; All in Favor 35; Opposed 0 Abstaining 0; Motion Passes

VI. Treasurer's Report – Karen Maust, Treasurer

Our Operating Income for the period ending 11/30/25 is \$271,600 and Operating Expenses for the same period of \$221,425.

The main reason for this difference is that, when we set the budget last December, the compensation package for the new Pastor was based on projected figures. Because Pastor Kate started on September 1 we experienced 8 months of no Pastoral compensation expense. Although Guest Preaching went over budget, we anticipate ending the year with substantial carry-forward funds, as in 2024.

Substantial maintenance expenses were recorded, along with several designated donations to both the Capital Improvement line and Utilities..

Outside of the Operating Budget, funds that had been set aside for the settlement of the new Pastor were spent to paint and refurbish the Parsonage totaling \$5,672. Funds from the Organ and Piano Fund as well as Endowment funds (\$11,800) were allocated to carry out essential maintenance on our pipe organ.

This year has been challenging yet exciting, with more challenges ahead.

Respectfully submitted,
Karen Maust, Treasurer

Operating Budget 2025

INCOME	2024 Actual	2025 Budget	11/30/25	2026 Proposed
Total Giving	183,781.00	180,000.00	163,512.00	185,300.00
Season Mission Offerings	14,626.00	2,500.00	2,518.00	4,000
Sharing a Meal Offset	12,300.00	12,540.00	11,550.00	12,540.00
United Church Pre School Offset	34,152.00	35,009.00	35,009.00	36,060.00
Building Use Offset	8,277.00	8,500.00	5,370.00	6,500.00
Interest	200.00	150.00	161.00	200.00
Fundraising	15,689.00	13,000.00	7,647.00	14,000.00
Operating Carry Forward*	17,460.00	50,000.00	45,833.00	45,000.00
Accumulated Dividends			0.00	44,000
TOTAL INCOME	286,485.00	301,699.00	271,600.00	347,600.00

EXPENSES

Denominational Expenses	2024 Actual	2025 Budget	2025 YTD	2026 Budget
OCWM-UCC	10,000.00	11,000.00	7,950.00	11,500.00
Suffolk Association Dues	735.00	800.00	735.00	800
Season and Mission Giving	19,324.00	7,500.00	2,518.00	7,500.00
Sub-Total	30,059.00	19,300.00	11,203.00	19,800.00

Facilities and Operations

	2024 Actual	2025 Budget	2025 YTD	2026 Budget
Capital Improvement	2,920.00	17,000.00	12,681.00	48,509.00
Utilities	23,018.00	25,000.00	20,996.00	29,000.00
Telephone/Internet	4,972.00	5,200.00	4,037.00	5,200.00
Maintenance/Contracted Svcs	22,465.00	21,000.00	22,151.00	23,000.00
Maintenance Supplies	2,493.00	2,000.00	946.00	1,500.00
Printing/Paper/Copier	1,306.00	2,000.00	1,621.00	2,000.00
Postage	133.00	750.00	790.00	750
Sub-Total	57,307.00	72,950.00	63,222.00	109,959.00

Programming

	2024 Actual	2025 Budget	2025 YTD	2026 Budget
Congregational Life	25.00	500.00	86.00	500
Public Relations	1,220.00	1,500.00	394.00	1,000.00
Conferences & Retreats	0.00	500.00	285.00	1,000.00
Worship Expense	849.00	1,500.00	337.00	1,500.00
Justice Ministry	0.00	750.00	0.00	750
CE/Youth Ministry	125.00	750.00	0.00	750
Parish Resource Center	350.00	350.00	350.00	350
Music Ministry				3,380.00
Sub-Total	2,569.00	5,850.00	1,452.00	9,230.00

Salaries

Pastor Terms of Call -75%

	2024 Actual	2025 Budget	2025 YTD	2026 Budget
Pastor Salary	3,654.00	48,000.00	13,220.00	53,000.00
Pastor Furnishings	350.00	4,800.00	409.00	5,300.00
Pastor Mileage	208.00	2,000.00	0.00	2,000.00
Pastor Retirement	483.00	8,736.00	3,208.00	9,646.00
Pastor Health & Disability	52.00	17,000.00	8,731.00	27,431.00
Pastor Social Security Offset	295.00	3,660.00	1,011.00	4,042.00
Pastor Discretionary Fund	125.00	750.00	129.00	1,000
Pastor Continuing Education	0.00	500.00	500.00	1,000.00
Sub-Total Pastor Terms of Call	5,167.00	85,446.00	27,208.00	103,419.00

	2024 Actual	2025 Budget	2025 YTD	2026 Budget
Music Director	24,809.00	26,661.00	24,411.00	27,461.00
Guest Music	975.00	1,575.00	1,154.00	1,700.00
Church Administrator	48,138.00	49,067.00	44,887.00	34,520.00
Guest Preacher	8,366.00	5,000.00	6,445.00	1,600.00
SS/Medicare/ UN/INS.	6,209.00	7,863.00	6,877.00	4,911.00
Sub-Total Non-Pastor	88,497.00	90,166.00	83,774.00	70,192.00
Total Salaries	93,664.00	175,612.00	110,982.00	173,611.00

	2024 Actual	2025 Budget	2025 YTD	2026 Budget
Insurance	33,699.00	35,000.00	30,652.00	35,000.00
Transition/Search	869.00	5,000.00	3,914.00	
sub-Total	34,568.00	40,000.00	34,566.00	35,000.00

Total EXPENSES	218,167.00	313,712.00	221,425.00	347,600.00
TOTAL INCOME	286,485.00	301,699.00	271,600.00	347,600.00

Surplus/Deficit	68,318.00	(12,013.00)	50,175.00	0.00
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VII. 34th Victorian Tea

The Victorian Tea Committee is happy to report that our 34th tea event, held during the weekend of November 14 and 15, was a great success! Over 200 patrons attended and more than fifty church members and friends helped make it happen. We thank everyone for their efforts and generosity, including our new minister Rev. Kate Kelly, who sweetly and sincerely welcomed each seating, and then attended with Quinn and Keira. The “Kelly girls” had helped all week with set-up, and made their own hats as well, winning, along with Abbey Langlan, prizes in the new “Best Handmade Victorian Hat”, kids category! Lucky for us, Lisa Kelly provided her beautiful harp melodies as the finishing touch that everyone loves.

Due to the legendary generosity of church members and local merchants, the raffle was well-received and more successful than ever before. We love being able to support the church in this way, reach out to the community, and donate to the Greater Sayville Chestene Coverdale Food Pantry as well. We welcome new members to the tea committee any time and look forward to our 35th anniversary tea next year!

Hilda Baeza
Elise Cesare
Karin Conrad
Kari Kaczmarek
Sue Lanchantin

Patricia Mahar
Karen Maust
Gini McLaughlin
Kris Minschke
Jenna Murphy

Susan Ryan
Lorraine Severin
Roberta Smith
Diane Vaughan

Respectfully submitted,
Kathy Leis

Barbara Poulos

Connie Kauffman, Chair

VIII. Prayer Shawl Ministry

Our Prayer shawl ministry has been busy knitting and crocheting love and prayer into our many shawls, lap robes, hats and scarves this year. We have donated over twenty-six sets of hats and scarves to our soup kitchen “Sharing A Meal”, all wrapped with festive ribbon. We have also created prayer shawls and lap robes which are readily available for all who would like to bring one to someone who would find the warmth, love and comfort they may need.

Our annual Advent purple bag food drive has begun and continues to be a success with over thirty bags distributed, to be filled, and returned during Christmas tide. In these difficult times with food insecurity prevalent to so many, the need is higher than usual to help all those coming to the food pantry. All of our purple food bags are donated to the Chestene M. Coverdale food panty (Sayville Food Pantry).

The Prayer Shawl ministry continues to meet in the vestry each Thursday, unless canceled for inclement weather and other church functions. Our conversation is filled with laughter and love. This community of women contributes to this joyful noise, which works its way into all our handiwork, that is distributed to loved ones, bringing comfort and love to many. Please come and join our merry group. Crocheting and knitting is not a requirement, as all are welcome to join in our time together.

Respectfully submitted,
Patricia Mahar

IX. Deacon Elders Report

2025 has been quite a year in the life of Sayville UCC. We have had baptisms(2), a growing Sunday School, pews which seem fuller each week, and many outreaches to our community. These include the No Kings Day Protests, participation in the Gay Pride parade ,Whimsical workshops and a strong social media presence - our Facebook page has upwards of 38k views!

We are excited to have the Rev. Kate Kelly as our settled pastor at the helm. She has brought new energy to the Board of Deacons in general and the Deacons Elders in particular. We are looking forward to 2026 when we will add new members, begin a Bible study (details to be worked out), and get a caring ministry off the ground to support our members who live alone and may need an occasional helping hand.

We were blessed to have had the wonderful services of Rev. Rebecca West and Rev. Jeanne Baum as well as a number of congressional voices - Roger Kauffman, Hank Maust, Carl MacGowan, and Mike Jayne) to see us through until Kate's arrival. Thank you!

With gratitude for all of the people who make it possible for us to come together in worship each Sunday.

Kris Minschke
Connie Kauffman
Jean Newcombe
Patricia Maher
Pat Cunningham

X. Deacon Trustees

2025 saw major accomplishments in areas Trustee responsibility.

We were able to secure an \$11,000 grant from the New York Landmarks Conservancy to support major restoration work on the exterior of the church building which will begin in 2026.

'Split units' were installed in each of the three classrooms at the preschool to provide more reliable heating and cooling.

The Fellowship Hall waste line was replaced.

The exterior of the parsonage was repainted with the arrival of our new minister.

The church parking lot was restriped.

We look forward to working with our new sexton/caretaker in providing ongoing maintenance and minor facilities upgrades.

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

XI. Pastoral Search Committee

Pastoral Search Committee Annual Report 2025

For last year's Annual Meeting the Pastoral Search Committee reported that we had convened in April with seven members: Bill Houghtalen, Mike Jayne, Connie Kauffman, Karen Maust, Jean Newcombe, Barbara Salve and Mariana Torres. We continued our work in 2025 with one alteration. In March Mariana made the decision to step down from the committee due to her many responsibilities. She had been an asset to our work but we carried on.

Our Church Profile had gone live on December 1, 2024, and we began receiving candidate profiles almost immediately. Working with our UCC NY Conference liaison Rev. Barbara VanOlpen (formerly Toll), who advised us well, we developed our plans for communicating, interviewing and evaluating each potential candidate. All of our decisions were unanimous.

We received seven profiles along with videos and writings and proceeded to have zoom interviews with three candidates we determined we wanted to get to know better. On April 15 we received Rev. Kate Kelly's profile with high praise from Rev. Van Olpen. We soon found out that our own Pastor Ray had known and worked with Kate for more than twenty years, and his recommendation was the first we received upon our request for references. We quickly perceived that she was worthy of our attention and a potentially excellent fit for our congregation. In July she and her daughters Quinn and Keira visited Sayville, toured the church, the parsonage, Sayville Middle School and our town, and the ball began rolling. After prayerful discussions she accepted our invitation and presented her "candidating" sermon on August 17. With two abstentions, fifty-four members voted unanimously to call Rev. Kate Kelly as our new pastor. The Kelly girls and Lindy moved into the parsonage and Kate has been our pastor since September 1. We are blessed! After 30 meetings, the process we were told would take 18 months was accomplished in half that time. Ray had told us to leave space for the Holy Spirit to work in our midst, and we all feel that is what happened.

Rev. Kate's installation will be overseen by the Suffolk Association of the UCC sometime in 2026. If you haven't been in church to see Kate in action and hear her messages, you are really missing something.

Respectfully submitted, Connie Kauffman, Chair

XII. Nomination of Church Officers

The Nominating Committee recommends the continuation of the following slate of leaders for the 2026 term:

Officers		
Mark Conrad, Moderator	Karen Maust, Treasurer	Karin Conrad, Secretary
Patricia Cunningham, Elder	Roger Kauffman, Trustee	Kris Minschke,
Board of Deacons		
Kari Kaczmarek, Trustee	Patricia Mahar, Elder	Chairperson Elders
Connie Kauffman, Elder	Ralph (Hank) Maust, Chairperson Trustees	Jean Newcome, Elder
		Barbara Salva, Trustee

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

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 deaconate 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 deaconate 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 exits 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.

C. 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

End of Docket, December 21, 2025