

**CONSTITUTION**  
**OF**  
**FIRST CHRISTIAN CHURCH**  
**ASHLAND, OHIO**  
**Revised June 26, 2016**

PREAMBLE

We, the members of First Christian Church (Disciples of Christ) of Ashland, Ohio, a congregationally governed body, in order to promote the work of the church in the spirit of Christ and thus advance God's Kingdom, do hereby adopt this constitution.

ARTICLE I      NAME AND PURPOSE

Section A      Name

The name of this organization shall be First Christian Church (Disciples of Christ) of Ashland, Ohio, affiliated with the religious Communion known as the Christian Church (Disciples of Christ) and committed to the historic principles of this body whose local congregations are variously known as Christian Churches, Churches of Christ, or Disciples of Christ.

Section B      Purpose

The purpose of this church shall be: In faithfulness to God's Word, we seek to bring people to faith in Jesus Christ. Empowered by the Holy Spirit (Acts 1:8), we pray for, witness to, and serve in the community. Sharing Christ's love for all (John 3:16), we seek to make disciples (Matthew 28:18-20), encouraging spiritual growth through worship, fellowship, mission, and outreach.

ARTICLE II      MEMBERSHIP

Section A      Membership

The membership of this church shall consist of those who have made a personal commitment to Jesus Christ. Historically this church has recognized commitment to Jesus Christ by affirmation of faith through baptism or transfer of membership. Membership in this congregation is covenantal in relationship through attending, giving and serving.

Section B      Granting of Letters of Transfer

A letter of transfer, defined as a written communication acknowledging and certifying the transfer of a member, shall be granted by the Senior Minister or the Elders upon a written request.

## ARTICLE III GOVERNMENT

### Section A Officers

1. Such provisions as are necessary for the functioning of the church shall be determined by officers elected by the Congregation.
2. Officers of the Congregation elected from the membership at a December congregational meeting for designated terms of office following the annual business meeting shall be as follows:
  - a. A Chairperson, elected for a term of one year, who may be reelected for a succeeding one-year period.
  - b. Elders, having a sufficient number determined by the Church Leadership Team, to perform the required duties, elected for a term of three years, who may be reelected for succeeding terms.
  - c. Financial Secretary, elected for a term of one year, who may be reelected for succeeding terms.
  - d. Treasurer, elected for a term of one year, who may be reelected for succeeding terms.

### Section B Church Leadership Team (CLT)

The CLT whose duties shall include the transaction of church business, the consideration and recommendation of general policies to the Congregation, and the administration of the program of the church through designated teams. The CLT shall consist of an Elder, a Finance Team member, Congregational Chairperson, a Trustee and three (3) at-large Congregational members. The CLT shall choose a Clerk from its members who shall keep minutes of all regular and special meetings of the Congregation and the CLT.

### Section C Duties of Officers

1. The chairperson of the Congregation shall fulfill the usual duties of such an office, including the calling and presiding at regular and special meetings of the Congregation and CLT and serving as an advisory member of all Ministry Teams.
2. The Elders shall promote the growth and welfare of the church, give spiritual oversight to the members, serve at the Lord's Table and encourage and aid the missions, evangelistic, educational, and stewardship responsibilities of the church.
3. The Financial Secretary shall receive and report funds received by the church, deposit them into the proper accounts and serve on the Finance Team.
4. The Treasurer, shall disburse the budgeted funds of the church by authority of the CLT or other funds approved by the Congregation, make regular reports to the CLT and to the annual meeting of the Congregation and serve as a member of the Finance Team.

### Section D Election of Officers

1. The CLT shall secure a slate of officers to be presented to the Congregation and be voted on at the December Congregational Annual Meeting.
2. All officers shall take office January 1, following the Annual Congregational Meeting in December.
3. In the event of a vacancy in any office of the Congregation, the Chairperson, in consultation with the Minister(s), will nominate a member of the church to be elected by the CLT at a regular meeting after such a vacancy has occurred for the unexpired term.

#### ARTICLE IV PASTORAL STAFF

##### Section A The Minister

1. The Minister shall be in good standing with the Christian Church (Disciples of Christ).
2. The Minister shall perform the duties which usually pertain to that office, and as a spiritual administrator of the church shall be an advisory member of all Ministry Teams.
3. Selection and Call
  - a. A Pastoral Selection Team will be appointed by the Chairperson of the CLT and approved by the CLT.
  - b. The Pastoral Selection Team will be a representative group selected by the CLT. The Chairperson will be selected by the members of this Team.
  - c. The Pastoral Selection Team shall consider eligible pastoral candidates and be responsible for recommending only one perspective candidate to the CLT.
  - d. CLT approval: The recommendation of the Pastoral Selection Team must then be accepted by, at least, a two-thirds majority of the members present and voting at a regular or special business meeting of the CLT, prior to congregational approval.
  - e. Congregational approval: The recommendations of the Pastoral Selection Team must then be accepted by, at least, a two-thirds majority of the participating members present and voting at a regular or special business meeting of the congregation before a call may be extended.
  - f. The employment of the Minister shall be for an indefinite period and may be voluntarily terminated by either party upon 60 days written notice.
  - g. A written statement, also known as the Letter of Calling, setting forth the salary to be paid and other conditions of the call shall be made in triplicate: One copy for the Minister, one copy for the church and one copy for the Regional Office.
  - h. Upon completion of its duties, the Pastoral Selection Team shall be dissolved.

##### Section B Additional Ministry Staff

1. Additional staff may be employed when there is sufficient program need as determined by the CLT.
2. The selection process for additional part-time Ministry Staff shall be determined by the CLT.

## Section C Termination

### A. Ministry Staff

1. Voluntary termination – see Constitution, Article IV, Section A3f
2. Involuntary termination
  - a. Involuntary termination of the Minister(s) shall be dealt with confidentially between the Minister(s), the Chairperson, the Chairperson of the Elders and the Regional Pastor.
  - b. Upon the recommendation of the Chairperson, the CLT must approve the involuntary termination of the Minister(s).
  - c. Upon the recommendation of the CLT, the congregation must approve the involuntary termination of the Minister(s) by, at least, a two-thirds vote of the participating member; present or voting at a regular or special congregational meeting.

## ARTICLE V CONGREGATIONAL MEETINGS

### Section A

The annual business meeting of the Congregation shall be convened in December.

### Section B

Special meetings as required shall be called by the Chairperson, upon request of the CLT or by written petition of members.

### Section C

Notice of any congregational meeting and the purpose thereof shall be given two weeks before the meeting in the following manner: 1) announced at regular Sunday services; and 2) posted conspicuously in the church.

## ARTICLE VI AMENDMENTS

This Constitution may be amended at any business meeting of the Congregation by a two-thirds vote of the participating members present and voting on the amendment, provided that written notice of the proposed amendment has been read at a regular Sunday service and posted conspicuously in the church at least thirty days before the vote is to be taken.

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