

Constitution and Bylaws

of the

Illinois South Conference

of the

**UNITED CHURCH
OF CHRIST**

Diverse Minds, Covenant Hearts, Made One In the Body of Christ

The following was adopted by the Illinois South Conference in 1978, and amended in 1979, 1983, 1984, 1988, 1989, 1990, 1992, 1996, 1997, 2001, 2005, 2008, 2009, 2011, 2012, 2017, 2020, and 2023.

CONSTITUTION

Illinois South Conference of the
United Church of Christ

PREAMBLE

The Illinois South Conference, which was organized in January, 1965, is a part of the United Church of Christ formed June 25, 1957 by the union of the Evangelical and Reformed Church and the General Council of the Congregational Christian Churches of the United States, in order to express more fully the oneness in Christ of the churches composing it, to make more effective their common witness in him, and to serve his kingdom in the world.

The Conference joins with the United Church of Christ in acknowledging as its sole head Jesus Christ, Son of God and Savior. It acknowledges as kindred in Christ all who share in this confession. It looks to the word of God in the Scriptures, and to the presence and power of the Holy Spirit, to prosper its creative and redemptive work in the world. It claims as its own the faith of the historic Church expressed in the ancient creeds and reclaimed in the basic insights of the Protestant Reformers. It affirms the responsibility of the Church in each generation to make this faith its own in reality of worship, in honesty of thought and expression, and in purity of heart before God. In accordance with the teaching of our Lord and the practice prevailing among evangelical Christians, it recognizes two sacraments: Baptism and the Lord's Supper or Holy Communion.

The Conference also joins the United Church of Christ in embracing a theological heritage that affirms the Bible as the authoritative witness to the Word of God, the creeds of the ecumenical councils, and the confessions of the Reformation.

The Conference affirms that the settings of the church (local congregations, conferences and associations, and national ministries of the General Synod) are bound to one another in covenant by God's call to God's mission. In covenant, the Conference shares responsibility for faithfulness to God's mission with local churches and the national ministries of the

General Synod. In exercising that responsibility, each setting is guided by freedom of conscience and stewardship of the historic faith and honors the advice and ministries of the others.

Now, therefore, the following provisions are adopted as the Constitution of the Illinois South Conference of the United Church of Christ.

ARTICLE I NAME

The name of this organization shall be the ILLINOIS SOUTH CONFERENCE OF THE UNITED CHURCH OF CHRIST.

ARTICLE II PURPOSE

The purpose of this Conference shall be:

Section 1 To strengthen, support, and assist congregations in their life and mission and to develop their commitment, motivation, and skills to be the people of God locally and as a part of Illinois South Conference, the United Church of Christ, and the Church Universal;

Section 2 To own real property and/or hold title to the same for such religious, educational, philanthropic, and other related work as the Conference may undertake; and to purchase, own, receive, hold, manage, care for or transfer, rent, lease, mortgage, or otherwise encumber, sell, convey real property for investment and for general purposes of the Conference;

Section 3 To acquire by purchase, gift devise, bequest or otherwise, and to own, hold, invest, reinvest, or dispose of property both real and personal for such religious, educational, philanthropic, and other related work as the Conference may undertake; to receive and hold in trust both real and personal property for churches, boards, institutions, and agencies of the United Church of Christ or which are affiliated with the United Church of Christ, and to invest and reinvest the same; and to make any contracts for promoting the objectives and purposes of the Conference which are consistent with the laws of the State of Illinois;

Section 4 To exercise any and every power as enumerated under the General Not for Profit Corporation Act of the State of Illinois and as the same may be amended;

Section 5 To be a Conference of the United Church of Christ, to continue without break.

Section 6 To act as an Association as defined in Article VIII of the Constitution and Article II of the Bylaws of the United Church of Christ.

ARTICLE III AFFILIATION

Section 1 This Conference shall have affiliation with the General Synod of the United Church of Christ as described in the Constitution and Bylaws of the United Church of Christ adopted July 4, 1961, revised July 2001, and as subsequently amended by the General Synod.

Section 2 This Conference shall have the privilege of participating with other Christian fellowships and ecumenical bodies as an expression of unity and as a means of cooperation.

ARTICLE IV MEMBERSHIP

Section 1 The membership of the Illinois South Conference shall be composed of:

- A. All local churches holding standing in this Conference acting as an Association of the United Church of Christ.
- B. All ordained, commissioned and licensed ministers holding standing in this Conference acting as an Association of the United Church of Christ.

Section 2 A church from another communion within the Conference boundary may be admitted to membership in this Conference acting as an Association when it has voted to join the United Church of Christ and to accept the Constitution of that body and the Constitution and Bylaws of the Conference; and when its petition for membership and its Constitution and Bylaws have been accepted by the Conference acting as an Association.

Section 3 When this Conference meets, its voting membership shall consist of the lay delegates selected by and

representing each local church which has membership in this Conference, the ordained, commissioned and licensed ministers who have membership in this Conference, and others as provided for in Article II of the Bylaws. The control of this Conference shall reside in its voting members and may be exercised directly at any annual or special meeting of the Illinois South Conference or through and by a Conference Council elected by the Illinois South Conference as stated herein or in the Bylaws.

ARTICLE V MEETINGS

Section 1 An annual meeting shall be held at a time and place to be determined by the Conference Council and upon such notice as may be provided for in the Bylaws.

Section 2 Special meetings may be held as necessary in accordance with provisions in the Bylaws.

Section 3 Meetings of the Conference, acting as an association, shall be called as necessary to act as an ecclesiastical council in matters of ministerial authorization and membership of congregations.

Section 4 A quorum:

- A. Shall consist of one third of the voting membership when the membership meets in Conference meetings, Annual or Special.
- B. For the Illinois South Conference, meeting as an Association in an Ecclesiastical Council to act on ecclesiastical matters, shall be those eligible delegates who attend the Ecclesiastical Council.

ARTICLE VI CONFERENCE COUNCIL

Section 1 When the Conference is not in session its affairs shall be administered by a Conference Council, hereinafter referred to as the Council. The number, duties, and manner of election of its members are set

forth in the Bylaws. The Conference Minister and any Associate Conference Minister(s), if called, shall be ex officio members of the Council with voice but without vote.

Section 2 The Council shall have the powers and duties usually given to Boards of Directors of corporations organized under the laws of the State of Illinois, and as may be provided for in the Bylaws of the Conference.

Section 3 The Council shall have an Executive Committee comprised of the Moderator, the Vice Moderator, the Secretary, and the Treasurer.

ARTICLE VII OFFICERS

Officers of the Conference shall be the Moderator and Vice Moderator, the Secretary, and the Treasurer, each of whom shall be a member of a local church in full standing in the Conference. The powers and duties of the officers of the Conference and the manner of their election are set forth in the Bylaws.

ARTICLE VIII CONFERENCE MINISTERS

Section 1 The Conference shall call a Conference Minister and may call Associate Conference Minister(s).

Section 2

The Conference Minister shall be an authorized minister of the United Church of Christ. Such person, whose term and election are defined in the Bylaws, shall be the spiritual leader and administrator of the Conference.

The duties of the Conference Minister shall be defined by the Conference Council in consultation with the Conference Minister. If the authorization for ministry of a Conference Minister is terminated as a result of a Fitness Review or voluntarily terminated, the Conference Council, the governing board representing the Conference, will terminate the call agreement immediately. If the authorization for ministry of a Conference Minister is suspended as a result of a Fitness Review, the Conference Council, the governing board representing the Conference, will determine if the call agreement will be terminated.

Section 3

The Associate Conference Minister(s), if called, whose term and election are defined in the Bylaws, shall be an authorized minister of the United Church of Christ. The duties of the Associate Conference Minister(s) shall be defined by the Council in consultation with the Conference Minister and the Associate Conference Minister(s).

If the authorization for ministry of an Associate Conference Minister is terminated as a result of a Fitness Review or voluntarily terminated, the Conference Council, the governing board representing the Conference, will terminate the call agreement immediately. If the authorization for ministry of an Associate Conference Minister is suspended as a result of a Fitness Review, the Conference Council, the governing board representing the Conference, will determine if the call agreement will be terminated.

ARTICLE IX CORPORATE SEAL

The Conference shall have a corporate seal designed and adopted by the Council.

ARTICLE X AMENDMENTS

The Constitution may be amended at any annual meeting or special meeting of the Conference by the affirmative vote of at least two-thirds of the voting members present, provided that:

- A. Notice of intention to submit such amendment, signed by the official boards of not less than ten churches in good standing in the Conference, has been presented to the Conference at the previous regularly called meeting of the Conference; or has been presented to the Council not less than sixty days prior to the meeting.
- B. A copy thereof has been mailed (by postal service or e-mail) to all churches of the Conference not less than thirty days prior to the meeting.

BYLAWS

Illinois South Conference of the
United Church of Christ

ARTICLE I GEOGRAPHICAL AREAS

The Illinois South Conference is composed of local congregations in the following counties of southern Illinois:

Jersey, Macoupin; Christian; Shelby; Fayette; Clay; Washington; Perry; Jackson; Williamson; Massac; Alexander; Randolph; St. Clair; Monroe; Madison; Bond; Clinton; Marion; and Montgomery.

ARTICLE II VOTING MEMBERSHIP

Section 1 Lay Delegates:

A. Every local congregation holding membership in the Conference shall be entitled to representation at the annual meeting, special meetings of the Conference and Ecclesiastical Councils. All churches can have up to three lay delegates per year.

B. Each local church may appoint or elect alternate delegates who shall be designated by the church as its voting delegate(s) in the event the regular delegate(s) cannot be in attendance at the annual meeting, special meetings or Ecclesiastical Councils of the Conference.

Section 2 Active or Retired Ordained Ministers

- A. Ordained Ministers of the United Church of Christ and Ministerial Partners of the Christian Church (Disciples of Christ) who hold membership in this Conference acting as an Association and who are in good standing shall be voting members of this Conference.
- B. Active Ordained ministers of another denomination, other than the Christian Church (Disciples of Christ), who have been granted dual ordained ministerial standing shall be voting members of this Conference during the period of pastorate or responsibility for which dual ordained ministerial standing was granted.

Section 3 Active Commissioned Ministers of the United Church of Christ certified by the Conference acting as an Association shall be voting members of this Conference.

Section 4 Active Licensed Ministers serving churches holding membership in the Conference shall be voting members of this Conference.

Section 5 Members of the Conference Council shall be voting members of the Conference during their terms of office.

ARTICLE III ASSOCIATE MEMBERSHIP

Section 1 Associate members of the Conference shall include ordained ministers holding standing in other denominations but serving as pastors of churches that hold membership in this Conference.

Section 2 Associate members shall have the privilege of voice without vote at the meetings of the conference.

Section 3 Associate members shall not hold office in the Conference or be delegates to the General Synod.

ARTICLE IV MEETINGS

Section 1 Meetings of the Conference

- A. The Annual Meeting shall be held at a time and place determined by the Council to establish goals, transact business, and hold elections.
- B. All meetings shall be conducted in a spirit of discernment and prayer. Decision-making by consensus is desirable. When voting is necessary, a simple majority vote is needed for prudential resolutions and other business, and a two-thirds majority vote is needed for resolutions of witness. The former address Conference policy, program and practices; the latter address social issues of concern to the churches.

Section 2 Special Meetings of the Conference may be called by the Council or by petition of at least one-third of the churches.

Section 3 Ecclesiastical Councils of the Conference acting as an Association shall be called by the Committee on Ministry or Conference Council.

Section 4 Notice of annual meeting, special meetings and Ecclesiastical Councils of the Conference shall be sent by postal service or e-mail to all ministers and churches of the Conference not later than thirty

days prior to the date thereof. If necessary and properly communicated to the delegates of the Illinois South Conference, an annual meeting, special meeting or Ecclesiastical Council may be conducted remotely by one (1) or more means of remote communication through which all voting members may participate and vote in the meeting. The purpose of each special meeting or Ecclesiastical Council shall be stated in the call, and only the business so stated may be transacted.

Section 5 Preparation of Agendas

- A. The Executive Committee of the Council shall prepare the agenda for all Conference meetings.
- B. The Committee on Ministry shall prepare the agenda for all Ecclesiastical Councils.

**ARTICLE V
CONFERENCE COUNCIL**

Section 1 The Conference Council shall consist of nine members, approximately one half of whom shall be lay persons and approximately one half of whom shall be clergy, nominated and elected at the annual meeting of the Conference.

Membership shall be comprised as follows:

- A. Five (5) At-Large members from across the Conference selected by the Recruitment Committee, with no more than two from the same regions.
- B. The four (4) officers of the Conference shall be members of the Council.

Section 2 The terms of office for members of the Council shall be two years, beginning with the conclusion of the annual meeting at which they have been elected. A member may serve two consecutive terms, after which one year shall have elapsed before that member is eligible for re-election. Council members shall be of two classes, one half to be elected each year.

Section 3 The officers of the Council shall be the Moderator, the Vice Moderator, the Secretary, and the Treasurer, all of whom shall be nominated and elected by the Conference. These officers shall constitute the Executive Committee of the Council. The Moderator shall be the President of the Corporation; the Vice Moderator shall be the Vice President; the Secretary and Treasurer shall be the Secretary and Treasurer of the Corporation, respectively. The Conference Minister shall be the Chief Administrative Officer of the Corporation.

Section 4 The Conference Council as a whole is charged with:

- acting as the corporate entity by conducting the business affairs for the Illinois South Conference between official meetings of the Conference;
- planning, evaluating, and guiding the mission priorities and implementing the actions of the official meetings of the Conference;
- assuring the functioning of the regions;
- filling vacancies within the Conference Council.

Section 5 Meetings:

- A. The Council shall meet every other month.
- B. A quorum shall consist of five (5) voting members of the Council, including at least two (2) at large members.
- C. Any meeting of the Conference Council may be conducted by one (1) or more means of remote communication through which all voting members may participate and vote in the meeting if the number participating constitutes a quorum.

Section 6 The Executive Committee of the Council

- A. The Executive Committee of the Council shall be comprised of the Officers of the Council.
- B. The functions of the Executive Committee of the Council shall be:
 - 1. to manage Council policy and planning;
 - 2. to act for the Council as interim and be accountable to the Council;
 - 3. to deal with sensitive issues and report findings to the Council if further action is indicated;
 - 4. to plan the agendas of Council meetings as well as Annual and Special Conference meetings.
- C. The Executive Committee shall meet outside of regularly appointed meetings as needed.
- D. Any meeting of the Executive Committee may be conducted by one (1) or more means of remote communication through which all voting members may participate and vote in the meeting if the number participating constitutes a quorum.

**ARTICLE VI
COMMITTEES AND MINISTRIES OF
THE CONFERENCE COUNCIL**

Section 1 The Council shall have standing committees to fulfill on-going responsibilities of the Conference. Each Committee shall be comprised of six members. Members shall be elected to serve two-year terms, and are eligible to serve two terms, for a total of four

years, after which one year must elapse before they are eligible for election to the same committee. Any meeting of a Conference Standing Committee may be conducted by one (1) or more means of remote communication through which all voting members may participate and vote in the meeting if the number participating constitutes a quorum.

The standing committees are:

A. The Personnel Committee:

1. The Personnel Committee shall be comprised of six (6) members nominated by the Recruitment Committee and elected by the Annual Meeting Delegates, three of whom shall be clergy and three of whom shall be lay.
2. It shall be the responsibility of the Personnel Committee to:
 - a. Review, recommend and update personnel policies for the Conference staff, including DuBois Center staff, and recommend those policies to the Conference Council for adoption.
 - b. Define, review, and update job descriptions for all program and administrative staff.
 - c. Ensure that job performance review procedures are in place and implemented annually.
 - d. Review annually staff salaries and recommend to the Finance Ministry Team compensation, including salary and benefits, for the coming year.
 - e. Consult with the Conference Minister or Executive Director of DuBois Center regarding the calling, hiring or dismissal of staff.

B. The Property Committee:

1. The Property Committee shall be comprised of a chairperson and six (6) members nominated by the Recruitment Committee and elected by the Annual Meeting Delegates.
2. It shall have stewardship of all Conference properties and equipment, including DuBois Center.
 - a. It shall develop a plan for the maintenance of all Conference properties.
 - b. It shall work closely with the Outdoor Ministries Team to assure the maintenance and safety of the site and facilities for their intended usage. It shall appoint one of its members to serve on the

Outdoor Ministry Team, voice without vote.

- c. It shall receive a minimum of 2 bids or proposals for contracted construction or maintenance of facilities with an estimated cost greater than \$5,000 for recommendation to the Conference Council.

C. The Recruitment Committee:

1. The Recruitment Committee shall be comprised of a Chairperson and six (6) members from across the Conference who are elected by the Annual Meeting Delegates.
2. It shall be the responsibility of the Recruitment Committee to:
 - a. prepare a slate of nominees for all elected offices of the Conference, including delegates to General Synod, according to the terms specified in the bylaws;
 - b. identify persons, in collaboration with the local churches, with gifts and calling to serve as members of all standing committees;
 - c. identify persons, in collaboration with the local churches, who have the gifts and calling to be considered for election to the Conference Ministry Teams;
 - d. seek representation on each standing committee and ministry team that is balanced between clergy and laity and represents our commitments to diversity and inclusion. .

Section 2 The Conference Council may establish additional standing committees, ministry teams or task forces as it deems necessary.

ARTICLE VII

CONFERENCE MINISTRY TEAMS

Section 1 The Conference shall engage in its ministries and functions through the efforts of six (5) ministry teams. Each team shall be comprised of a chairperson nominated by the Recruitment Committee and elected by the Annual Meeting, and six (6) to twelve (12) members nominated and elected by the Conference. All elected and appointed team members shall serve for two-year terms, with the exemption of Committee on Ministry, and may serve one additional term, after which one year will have to elapse before they are eligible for appointment or election to the same team.

Section 2 Conference Ministry Teams may engage temporary ex-officio members with specific skills and/or resources who are able to assist in meeting the Team's specific responsibilities and may create task forces to accomplish specific tasks.

Section 3 Any meeting of a Conference Ministry Team may be conducted by one (1) or more means of remote communication through which all voting members may participate and vote in the meeting if the number participating constitutes a quorum. The Conference Ministry Teams are:

A. The Committee on Ministry (COM)

1. The Committee on Ministry shall consist of twelve (12) members. The Team shall deal with all matters relating to the preparation, authorization and standing of ordained, commissioned and licensed ministers, and the standing and welfare of congregations in the Conference.
2. It shall adopt a procedure for regular review of authorized ministers for the purpose of providing needed support and accountability.
3. It shall report regularly to the Conference Council.
4. It shall assure that an accurate record is kept of all actions taken.
5. Each person will be elected for a three (3) year term, renewable once before going off the Team for at least a year.
6. Conference Staff will provide presence and support for the Committee, voice without vote.
7. It shall relate to the national ministries to avail the Conference resources to most effectively achieve its mission.

B. Local Church Ministries Team

1. Local Church Ministries Team shall consist of six (6) members. The team will be made up of people focused on church empowerment and development. They will work and support congregations, helping them grow and renew in the spirit of diversity and inclusion. The work of this team includes: evangelism, youth ministry, Christian education (spiritual formation), worship resources, and stewardship.
2. It shall propose to the Conference those projects for which

Conference funds are requested, and those projects for which national partnership is to be sought;

C. The Conference Gatherings Team

1. It shall consist of ten (10) members.
2. It shall plan all meetings of the Conference at the direction of the Conference Council.
3. It shall take its direction from the Conference Council as to the purposes, times, and duration of the gatherings it is asked to plan.

D. The Finance Ministry Team:

1. Shall be comprised of six (6) members elected at Annual Meeting.
2. Ex-officio members of the Finance Ministry Team will include: The Conference Minister, Conference Treasurer, and Executive Director of DuBois Center.
3. The Finance Ministry Team shall be responsible for: budget, investment, and financial development.
4. The Finance Ministry Team will develop working groups to address these responsibilities.
5. The Finance Ministry Team may engage temporary ex-officio members with specific skills and/or resources who are able to assist in meeting the Finance Ministry Team's specific responsibilities.
6. It shall relate to the national ministries to avail the Conference resources to assist in its work with congregations.

E. The Justice and Mission Team

1. The Justice and Mission Team shall be comprised of six (6) member
2. It shall promote social and public policy concerns that present opportunities for local congregations and the Conference to witness to God's call for justice, peace and well-being of all persons and all God's creation.
3. It shall assist local congregation to discern opportunities for serving God's mission in their local communities and beyond.
4. It shall relate to the national ministries to avail itself and the Conference resources to most effectively accomplish its mission.

F. The Outdoor Ministries Team

1. The Outdoor Ministries Team shall consist of ten (10) members and will work with the Executive Director of DuBois Center to pursue the vision and achieve the mission of DuBois Center.
2. It shall assist in designing and promoting

outdoor ministries as an extension of the local congregations' own educational ministries.

3. It shall work closely with the Property Committee of the Conference Council to assure the safety, security and maintenance of the DuBois Center site and facilities. It shall organize itself into such subcommittees as it deems appropriate and necessary to achieve its mission and work in collaboration with local congregations.
4. It may appoint additional members to existing task forces as needed to engage the persons with skills needed for effective work in the various programs it conducts.

Section 4 The Conference Council may propose to the Annual Meeting the establishment of new ministry teams.

Section 5 The Program Staff are ex-officio members of all Ministry Teams and the Conference Council with voice but without vote.

ARTICLE VIII DUTIES OF OFFICERS

Section 1 The Moderator of the Council shall preside at all meetings of the Council and the Conference and report findings and acts of the Council to the Conference. They shall execute all deeds, contracts, and other documents requiring an official signature and shall perform all the duties which usually pertain to this office.

Section 2 The Vice-moderator of the Council shall perform the duties of the Moderator in their absence, inability or refusal to act, or by the request of the Moderator. In case both presiding officers are absent or unable or refuse to act, the Council shall appoint a presiding officer pro tem.

Section 3 The Secretary shall keep a permanent, accurate, and legible record of all meetings and transactions of the Conference Council and the Executive Committee. They shall perform such other duties as usually pertain to this office.

Section 4 The Treasurer shall also be a member of the Finance Ministry Team. They shall recommend and monitor financial policy to the Council, provide accurate financial reports to the Council, and oversee funds as directed by the Council. They shall provide Annual Financial Reports to the Conference. The Conference

Minister and other staff members, as deemed appropriate, shall be authorized by the Council to receive, invest, and disburse the monies of the Conference according to the policies of the Conference and the Council.

ARTICLE IX CONFERENCE MINISTERS

Section 1 The Conference Minister and/or the Associate Conference Minister(s), if called, shall be issued a call by the Conference at the annual meeting or at a special meeting properly called for that purpose. The Council shall appoint a committee to secure a candidate for each office and shall submit one name for each office with its recommendation to the Conference for consideration. The voting members of the Conference shall vote for or against their election and the terms of their Call as shall have been recommended by the Council. If a quorum is present, a 75% affirmative vote shall be required to issue a call.

Section 2 The Call shall be for an indefinite time. There shall be an annual performance evaluation of the Conference Minister and Associate(s), if called, administered by the Executive Committee of the Conference Council.

Section 3 In the event of a vacancy in the office of the Conference Minister, the Conference Council shall immediately notify the Office of the General Minister and President of the United Church of Christ. The Council shall provide for administering the affairs of the office until a successor shall have been elected and installed.

Section 4 The Conference Minister or Associate(s), if called, shall give or receive ninety days' notice in the event of a resignation or dismissal from that office. Action for dismissal may be taken at a regular or specially called meeting of the Conference upon recommendation of the Council or by presentation by the Council of a petition from at least one-third of the churches of the Conference. If a quorum is present, a 75% affirmative vote shall be required to act on dismissal.

ARTICLE X NOMINATIONS AND ELECTIONS

Section 1 The Recruitment Committee shall mail (by postal service or e-mail) to each church, at least six months prior to the annual meeting,

listing of opportunities for service in the Conference for which appointments and elections are pending, and requesting nominees. The churches, separately and gathering as regions, shall identify appropriately gifted and called persons and return the names of nominees with their qualifications for each vacancy by a date to be determined by the Recruitment Committee. They shall submit names of possible nominees that represent a balance between clergy and laity and represents our commitments to diversity and inclusion. Names of potential appointees shall be presented to the Council at a meeting prior to the Conference annual meeting.

Section 2 The slate presented by the Recruitment Committee needs only one name per position to be appointed or elected.

Section 3 At the first business session of the Annual Meeting of the Conference, the Recruitment Committee shall present its report and the slate of nominees for acceptance and further nominations.

Elections shall take place at a subsequent business meeting.

- A. Delegates to the annual Conference Meeting shall be instructed as to the procedure for making further nominations from the floor.
- B. Persons named on the Recruitment Committee's slate or nominated from the floor shall have been contacted in advance and shall have indicated their willingness to serve.

ARTICLE XI

GENERAL SYNOD DELEGATES

Section 1

- A. Delegates and alternates shall be chosen from among the Conference's ordained ministers and the lay members of its local churches.
 1. The delegation, whose number is determined by the United Church of Christ Board, shall adhere to the by-laws of the United Church of Christ: At least 50% of the delegation shall be lay persons.
 2. The delegation shall attempt to reflect the same demographics outlined in the Constitution and Bylaws of the United Church of Christ.
 3. At least 20% of the delegation shall be under 30 years of age at the time of commencing their terms.

- B. One nominee shall be presented for each vacancy.
- C. The slate of nominees shall be presented in the year prior to General Synod.
- D. Nominees to be presented in specific categories shall be so identified on the ballot.
- E. Six alternate delegates shall also appear on the ballot. These nominees shall reflect the same categories as the delegates.

Section 2 Unless chosen as a Conference delegate, the Moderator of the Council shall be an Associate Delegate, voice without vote.

ARTICLE XII AUDIT

There shall be an annual audit of the Conference books and records by a Certified Public Accountant having no official connection with the Conference, who shall be appointed by the Council.

ARTICLE XIII RULES OF ORDER

All proceedings of the Conference and its Council shall be conducted in a spirit of discernment and prayer. A process for decision-making by consensus may be defined in rules of procedure and followed if adopted by a majority of the delegates. Where the adopted rules are silent, Robert's Rules of Order Newly Revised shall be followed.

ARTICLE XIV AMENDMENTS

These Bylaws may be amended only at any Annual or Special Meeting by a majority vote of the members present and voting, provided that all proposed amendments have been mailed (by postal service or by e-mail) to the churches at least sixty (60) days prior to the meeting at which the vote is to be taken.

This Constitution and these Bylaws replace and supersede all previous documents.