

2<sup>nd</sup> Draft of proposed amendments – February 2008  
Draft of proposed amendments - October 2007  
Adopted April 25, 2004

# Iowa Conference United Church of Christ CENTRAL ASSOCIATION BYLAWS

Suggested Changes to the Central Association By Laws

~~STRIKE THROUGH~~: Items to delete

*ITALICS*: Items to add

1 **ARTICLE I: NAME**

2  
3 The name of this Association is Central Association of the Iowa Conference of the United  
4 Church of Christ.  
5  
6

7 **ARTICLE II: FAITH STATEMENT**

8  
9 This Association claims as its own the faith of the historic church expressed in the ancient creeds  
10 and reclaimed in the basic insights of the Protestant reformers, particularly as that faith is  
11 expressed in the Preamble of the Constitution of the United Church of Christ, the Statement of  
12 Faith and the Mission Statement adopted by the General Synod. The Association affirms the  
13 right and responsibility of each generation to make this faith its own in reality of worship, in  
14 honesty of thought and expression, and in purity of heart before God.  
15  
16

17 **ARTICLE III: PURPOSE AND RESPONSIBILITIES**

18  
19 A. Purpose:

- 20  
21 1. To express the oneness in Christ of its members and to make more effective their  
22 Christian witness and service.  
23  
24 2. To promote among its members Christian fellowship and a commitment to the  
25 mission of the church.  
26  
27 3. To act in covenant with local churches of the Central Association, Iowa  
28 Conference, General Synod and the national covenanted ministries and agencies,  
29 and other institutions of the United Church of Christ.  
30

31 B. Responsibilities:

- 32  
33 1. To determine, confer and certify the standing of local churches of the United  
34 Church of Christ within its area.  
35  
36 2. To offer encouragement, guidance and assistance in the organization of new  
37 churches.  
38  
39 3. To grant, certify, transfer, and terminate ordained ministerial standing in the  
40 United Church of Christ and to encourage, counsel, and guide persons preparing  
41 for authorized ministry.  
42  
43 4. To hold ecclesiastical councils as needed.  
44  
45 5. To authorize such other ministries as are consistent with the Constitution and  
46 Bylaws of the United Church of Christ and the current *United Church of Christ*  
47 *Manual on Ministry (MOM)*.  
48

- 1           6.     To cooperate with the Iowa Conference of the United Church of Christ and,  
2           through the Conference, with the national United Church of Christ and its boards,  
3           agencies, and covenanted ministries.  
4
- 5           7.     To guarantee the autonomy of the local church, inherent and modifiable only by  
6           its own action. These bylaws shall not be construed as giving to the Association  
7           now, or at any future time, the power to abridge or impair the autonomy of any  
8           local church in the management of its own affairs or in its ability to withdraw  
9           from this Association at any time without forfeiture of ownership or control of  
10          real or personal property or any rights therein belonging to the local church.  
11
- 12          8.     To levy dues upon local churches to finance the Association's work.  
13
- 14          9.     To do everything which an association of the United Church of Christ may do in  
15          the spirit of Christ to extend the gospel, promote Christian education, encourage  
16          Christian charity, and initiate and develop other worthy activities.  
17

18 C.     Boundaries:

- 19
- 20          1.     The boundaries of the Association shall be determined by the location of its  
21          member local churches.  
22
- 23          2.     Any adjustment of Association boundaries or transfer of membership of local  
24          churches between associations shall be made with the approval of the associations  
25          involved and the Iowa Conference of the United Church of Christ.  
26  
27  
28

29 **ARTICLE IV: MEMBERSHIP**

- 30
- 31 A.     Those local churches which have been granted standing by the Association.  
32
- 33 B.     Those ordained ministers who have been granted ordained ministerial standing by the  
34     Association.  
35
- 36 C.     Those commissioned ministers who have been authorized by the Association.  
37
- 38 D.     Those licensed ministers who have been authorized by the Association-  
39
- 40 E.     Those ordained ministers of other denominations who have been granted dual standing by  
41     the Association.  
42  
43

44 **ARTICLE V: AUTHORIZATION AND STANDING OF CHURCHES AND MINISTERS**

45  
46     *The Association recognizes the definitions and understandings of the standing of local*  
47     *churches as found in the Constitution and Bylaws of the United Church of Christ.*  
48

1 B. — Churches:  
2

- 3 A. Any local church whose ~~statement~~ *affirmations* of faith ~~is are~~ in essential agreement  
4 with ~~that~~ *those* of this Association, which has covenanted with this Association to  
5 assume and fulfill faithfully the obligations of a local church and which has been  
6 recommended by the ~~Committee on Ministry~~ *Advisory Council* of this Association,  
7 shall be received into membership by an affirmative vote of two-thirds of those  
8 present and voting at a meeting of this Association. Written notice from the secretary  
9 of this Association shall be given to all local churches; ordained, commissioned, and  
10 licensed ministers; and lay members of Association committees at least 30 days prior  
11 to the proposed action.  
12
- 13 B. A local church may be dismissed from the roll of members upon recommendation of  
14 the ~~Committee on Ministry~~ *Advisory Council* and by an affirmative vote of two-thirds  
15 of those present and voting at a meeting of this Association. Written notice from the  
16 secretary of this Association shall be given to all local churches; ordained,  
17 commissioned, and licensed ministers; and lay members of Association committees at  
18 least 30 days prior to the proposed action.  
19
- 20 C. A local church wishing to withdraw from the Association shall notify the Association  
21 of its intentions.  
22

23 The ~~Committee on Ministry~~ *Advisory Council*, in cooperation with the Iowa  
24 Conference, will seek to engage the church in dialogue regarding the reasons which  
25 have given rise to the church's intended action. Acceptance will be granted by an  
26 affirmative vote of two-thirds of those present and voting at a meeting of this  
27 Association. Written notice from the secretary of this Association shall be given to  
28 all local churches; ordained, commissioned, and licensed ministers; and lay members  
29 of Association committees at least 30 days prior to the proposed action.  
30

31 C. — ~~Procedures for Authorization of Ministry:~~

- 32 1. ~~The Committee on Ministry, local churches, and persons seeking authorization for~~  
33 ~~ministry shall be guided by the United Church of Christ *Manual on Ministry* or~~  
34 ~~any related successor publications. Decisions of the committee will be final.~~
- 35
- 36 2. ~~An appeal, made to the Central Association Advisory Council, may focus only on~~  
37 ~~the process used by the Committee on Ministry, not on the committee's~~  
38 ~~determination.~~  
39

40  
41 **ARTICLE VI: AUTHORIZATION AND STANDING OF MINISTERS**  
42

43 *The Association recognizes the definitions and understandings of the authorization and*  
44 *standing of ministers as found in the Constitution and Bylaws of the United Church of*  
45 *Christ and as commented on in the current edition of the United Church of Christ*  
46 *(MOM).*  
47

1           *By these bylaws, the Central Association of the Iowa Conference United Church of Christ*  
2           *delegates all questions of authorization, -- except authorization for initial ordination,*  
3           *commissioning, and privilege of call, -- to the Committee on Ministry (COM). Decisions*  
4           *of the COM are final and are not subject to appeal, except that the decision of the COM*  
5           *to revoke a person's authorized standing may be appealed to the Advisory Council for*  
6           *review as described in Article VIII.*  
7  
8

9           **ARTICLE VII: MEETINGS, DELEGATES, AND QUORUM**  
10

11  
12          A.       Meetings:

- 13  
14           1.       There shall be a regular business meeting of this Association each spring.  
15  
16           2.       Special meetings shall be called by the secretary of the Association upon order of  
17           the Advisory Council or written request of one-third of the local churches of the  
18           Association.  
19  
20           3.       An ecclesiastical council shall be called upon the recommendation of the  
21           Committee on Ministry for the purpose of dealing with candidates and issues  
22           related to authorized ministry in the United Church of Christ.  
23  
24           4.       Notice of all regular meetings, special meetings, and ecclesiastical councils of the  
25           Association, including statement of purpose, shall be sent by the Association  
26           secretary to each member local church; ordained, commissioned, and licensed  
27           ministers; and lay members of Association committees at least 30 days preceding  
28           the date of the meeting.  
29

30          B.       Delegates:

- 31  
32           1.       Voting delegates of this Association shall include:  
33  
34           a.       Ordained ministers holding full or dual standing.  
35  
36           b.       Authorized commissioned ministers and licensed ministers.  
37  
38           c.       Two lay delegates from each church. Churches with more than 100  
39           members are entitled to one additional delegate for every additional 100  
40           members or majority thereof.  
41  
42           d.       One youth or young adult (ages 14 through 29 years) from each church.  
43  
44           e.       Lay officers of this Association.  
45  
46           2.       Voice without vote may be granted by the Association to non-delegates.  
47

48          C.       Quorum

1  
2 Delegates from not fewer than five member churches plus seven member ministers, at  
3 least four of whom shall be ordained clergy, shall constitute a quorum.  
4  
5

6 **ARTICLE VIII: ORGANIZATION**  
7

8 A. Officers:  
9

10 The officers of this Association shall be a moderator, vice-moderator, secretary, and  
11 treasurer. They shall be elected for terms of two years each, with the ~~term~~ *terms* of the  
12 moderator and vice-moderator expiring in even-numbered years, and the ~~offices~~ *terms* of  
13 the secretary and treasurer in odd-numbered years. The ~~offices~~ *terms* of moderator and  
14 vice-moderator shall alternate between laypersons and clergypersons or those serving in  
15 ministerial capacities.  
16

- 17 1. The moderator shall preside at the meetings of the Association and shall serve as  
18 chair of the Advisory Council.  
19
- 20 2. The vice-moderator shall act in the moderator's absence. Should a vacancy occur  
21 in the office of the moderator, the vice-moderator shall assume that office until a  
22 moderator is elected at the next called meeting of the Association.  
23
- 24 3. The secretary shall keep accurate and permanent records of the minutes of the  
25 Association, shall send notices of all regular or special meetings and ecclesiastical  
26 councils of the Association, and shall have such other duties as assigned by the  
27 Advisory Council.  
28
- 29 4. The treasurer shall receive and deposit all funds belonging to the Association and  
30 shall disburse moneys as directed by the Advisory Council, or other budgeted  
31 committees or task forces. The treasurer shall notify congregations concerning  
32 their per capita dues and shall report to the Association annually.  
33

34 B. Advisory Council:  
35

36 The Advisory Council shall consist of the moderator, vice-moderator, secretary, treasurer,  
37 Association representatives to the Conference Board of Directors, designated chairs of  
38 standing committees, chairs or designated representatives from any current task force,  
39 youth advisor to the Iowa Conference Youth Council or their designee, and two members  
40 at large with one being lay and the other clergy to serve two-year terms, re-electable for a  
41 second term.  
42

- 43 1. The duties of the Advisory Council shall be to:  
44
  - 45 a. Act on behalf of the Association between meetings of the Association.  
46

- 1           b.     Review, develop, coordinate, and promote Association programming by  
2           developing annual major program concerns, planning strategies, and  
3           authorizing task forces.  
4  
5           c.     Authorize task forces or ad hoc committees by establishing for each task  
6           force or ad hoc committee a statement of purpose, designation of  
7           membership, length of service, and budget underwriting.  
8  
9           d.     Prepare an annual budget and propose the amount of per capita dues.  
10  
11          e..    Fill all vacancies occurring on committees, task forces, or positions of  
12          office for unexpired terms.  
13

14          2.     ~~The Advisory Council shall meet a minimum of four times a year.~~ *The Advisory*  
15          *Council shall meet as necessary for the timely and considered exercise of its*  
16          *responsibilities.*  
17

18    C.     An executive committee composed of the four officers of the Association and the chair of  
19     the Committee on Ministry shall have power to act between Advisory Council meetings.  
20

21    D.     The standing committees of the Association shall be:  
22

23          1.     Nominating Committee:  
24

25           a.     The committee shall be composed of five members, with a balance as  
26           much as practical between laypersons and clergy. The chair of the  
27           committee will be nominated by the Advisory Council and elected by the  
28           Association for a two-year term, and the other four shall be appointed by  
29           the Advisory Council for two-year terms.  
30

31           b.     The chair will convene the first meeting of the committee following the  
32           annual spring association meeting.  
33

34           c.     The committee shall nominate candidates for all positions to be filled.  
35

36           d.     The committee shall propose to the Advisory Council, names of persons to  
37           fill all vacancies in elected positions which occur between Association  
38           meetings.  
39

40           e.     All terms of office shall begin at the close of the meeting at which all  
41           candidates have been elected.  
42

43           f.     Nominations may be made from the floor of the annual Association  
44           business meeting, but no nominations shall be made without the consent of  
45           the nominee. In the event of multiple nominations for a particular  
46           position, voting shall be by ballot.  
47

- 1 g. The committee shall seek the assistance of the Association, local churches,  
2 and clergy of the Association in filling the slate of officers and committee  
3 members.  
4
- 5 h. The committee shall be sensitive to geographic representation, clergy/lay  
6 representation, age diversity, church size, and gender in selecting  
7 nominees.  
8

9 2. Committee on Ministry (*COM*):

- 10 a. The committee shall consist of ten members, each elected for a term of  
11 three years. Equal representation of laypersons and clergypersons will be  
12 upheld as much as possible in the selection of members. *Members shall be*  
13 *eligible to serve two consecutive terms and shall then be ineligible for*  
14 *future service until at least one year has elapsed.*  
15

16 ~~b. The past chair will convene the first meeting of the committee following~~  
17 ~~the annual spring Association meeting. The committee shall organize~~  
18 ~~itself.~~  
19

20 ~~b. The chair (or designee) or other member of the Committee on Ministry~~  
21 ~~(COM) shall be a member of the Iowa Conference Commission on~~  
22 ~~Ministry and the Central Association Advisory Council.~~  
23

24 ~~e. The chair or other member of the Committee on Ministry shall be a~~  
25 ~~member of the Conference Commission on Ministry.~~  
26

27 c. *In all its proceedings, the Committee on Ministry will recognize the*  
28 *current United Church of Christ MANUAL ON MINISTRY (MOM) as*  
29 *COM and Association policy, except that the COM will be authorized to*  
30 *formally adopt policy in addition to or in place of specific content in the*  
31 *MOM when in its considered judgment it is best to do so. Any such policy*  
32 *will only be effective upon its endorsement by the Advisory Council. If*  
33 *COM policy and MOM policy conflict, COM policy will take precedence.*  
34

35 ~~d. The committee shall be guided in its policies and procedures by the~~  
36 ~~current edition of the United Church of Christ MANUAL ON MINISTRY~~  
37 ~~or any related successor publications.~~  
38

39 ~~e. The committee shall pass on the credentials of local churches applying for~~  
40 ~~membership in the Association and shall make recommendations to the~~  
41 ~~Association concerning those whom it deems qualified.~~  
42

43 ~~f. The committee shall pass upon the credentials of persons applying for~~  
44 ~~ordination, ordained ministerial standing, commissioning, licensing,~~  
45 ~~privilege of call, ordained ministerial partnership, endorsement for~~  
46 ~~specialized ministry, and dual standing.~~  
47

48 d. *The Committee on Ministry will:*

- 1 1. *On behalf of the Association, grant or revoke the authorized*
- 2 *standing of ordained, licensed, and commissioned ministers,*
- 3 *including the oversight of the in care and licensure processes;*
- 4 2. *Exercise oversight of authorized ministers, being responsible for*
- 5 *their care and discipline;*
- 6 3. *Establish relationship with non-UCC ministers who serve member*
- 7 *churches;*
- 8 4. *Call ecclesiastical councils of the Association for the purpose of*
- 9 *granting initial authorization for ordination, commissioning, and*
- 10 *privilege of call.*
- 11 5. *Transfer ordained and commissioned ministerial standing of*
- 12 *authorized ministers according to policy.*

13

14 e. *Any person whose authorized standing has been revoked by the COM may*

15 *appeal the process and procedure of the COM's deliberations and*

16 *decision-making to the Advisory Council. The Advisory Council will*

17 *recuse the Conference staff person and COM chair for this process of*

18 *appeal. In a timely manner, the Advisory Council will request that the*

19 *Iowa Conference Minister appoint an individual to staff the process of*

20 *review. In the deliberations, the Advisory Council will consider only the*

21 *process and procedures used by the COM. The Advisory Council may*

22 *either affirm that the COM properly followed its policies and procedures,*

23 *in which case the original decision will be affirmed and the appeal will*

24 *end, or if the Advisory Council finds errors of process or procedure, it will*

25 *send the case back to the COM for reconsideration.*

26

27 f. *The COM will meet as necessary for the timely and considered exercise of*

28 *its responsibilities.*

29

30 g. The committee shall cooperate with local churches and *authorized*

31 ministers in providing for ordination, installation and/or recognition

32 services. In so far as possible, these services shall be conducted at a time

33 when the Association can gather and in the manner desired by the local

34 church and *authorized* minister in cooperation with the Committee on

35 Ministry.

36

37 ~~hf. The committee shall cooperate with the Commission on Ministry of the~~

38 ~~Iowa Conference.~~

39

40 h. The committee shall be responsible to help develop and facilitate

41 programs designed to educate the individual ministers and local churches

42 in the contents of ~~the MANUAL ON MINISTRY~~ *the current United*

43 *Church of Christ MANUAL ON MINISTRY (MOM) and related topics*

44

45 E. The Association and/or Advisory Council may establish ~~other committees and~~ task forces

46 as deemed necessary.

47

48

1 **ARTICLE IX: FISCAL YEAR**

2  
3 The fiscal year of the Association shall be from spring meeting to spring meeting.  
4  
5

6 **ARTICLE X: AMENDMENTS**

7  
8 These bylaws may be amended by a two-thirds vote of those present and voting at any regular  
9 meeting of the Association, or at a special meeting called for that purpose, provided that the  
10 proposed amendment is submitted in writing to the local churches and ministers at least 30 days  
11 before the proposed amendment is acted upon.  
12  
13

14 **ARTICLE XI: RULES OF ORDER**

15  
16 The order of business shall be in accordance with the latest edition of *Robert's Rules of Order*  
17 *Newly Revised* unless otherwise provided in these bylaws.