

## Proposed Changes in Bethesda By-Laws

### 1) Officer and Board Vacancies – changes in 2 places

*Current:* BYLAW IV. THE OFFICERS

Section B. The officers shall be elected by the congregation at the January congregation meeting.

*Proposed:* Section B. The officers shall be elected by the congregation at the January congregation meeting. **If no one is elected at the annual meeting, or there is a vacancy mid-term, the Council President shall appoint someone to fill that position for the remainder of the term, with confirmation by the Council.**

*Current:* BYLAW VII. THE BOARDS

Section C. Board Leadership and Team Members

1. The Board Chair is called and elected by the congregation to serve a two-year renewable term.

*Proposed:* 1. The Board Chair is called and elected by the congregation to serve a two-year renewable term. **If no one is elected at the annual meeting, or there is a vacancy mid-term, the Council President shall appoint someone to fill that position for the remainder of the term, with confirmation by the Council.**

*Why needed:* Our current Bylaws assume all positions have candidates to be voted on at the annual meeting, however, this is the third year we may not have a full slate of nominees. These changes outline the procedure that we have been following to fill those positions.

### 2) Staff Support – change in 1 place

*Current:* BYLAW VI. CHURCH ADMINISTRATION

Section D: The Business Administrator has the responsibility to prepare or have prepared appropriate policies, and administrative procedures (including manuals or guidebooks).

*Proposed:* Section D: **Staff members, in cooperation with the Boards,** have the responsibility to prepare or have prepared appropriate policies, and administrative procedures (including manuals or guidebooks).

*Why needed:* We no longer have a Business Administrator; these duties have been assumed by staff in cooperation with the Boards. This change reflects our current practice.

### 3) Board Volunteer and Outreach Coordinators – changes in 2 places

*Current:* BYLAW VII. THE BOARDS

Section C. Board Leadership Team Members

c. The Chair, in consultation with the staff advisors(s), identifies and appoints the Board Communicator, Board Volunteer Coordinator and Board Outreach Coordinator.

*Proposed:* c. The Chair, in consultation with the staff advisors(s), identifies and appoints the Board Communicator **(strikes Board Volunteer Coordinator and Board Outreach Coordinator)**

**Also strikes subsections 3 and 4 (below):**

**3. The Board Volunteer Coordinator is called and appointed by the Board Chair in consultation with the Staff Advisor(s) to a term concurrent with that of the Chair.**

**a. The Board Volunteer Coordinator's primary responsibilities include identifying people with specific gifts and ministry passions and facilitating the formation of ministry teams which follow these passions.**

**b. The Board Volunteer Coordinator shall serve on the Gifts in Ministry Team (part of the Stewardship Board).**

**4. The Board Outreach Coordinator is called and appointed by the Board Chair in consultation with the Staff Advisor(s), to a term concurrent with that of the Board Chair.**

**a-The Outreach Coordinator's primary responsibilities include promoting the mission of outreach and evangelism in all Board ministry team programs, goals and objectives.**

**b-The Outreach Coordinators work together to share the mission of this church in partnership with the Christian Service and Mission Board and our covenant church in Tanzania, along with others in the community, on special projects identified by our Synod and national church organizations.**

*Why needed:* We consistently have had difficulty finding volunteers to fill board-level Volunteer Coordinator and Outreach Coordinator roles and, when they are filled, many have trouble understanding their role – particularly the Outreach Coordinator – or they feel overwhelmed by it. In response, we hired Melanie Tropa as a staff volunteer coordinator, who has streamlined the volunteer solicitation process. Outreach activities have a natural home with the Christian Service, Mission, and Outreach Board. We also now have an Associate Pastor and Director of Youth and Family Ministries, two key positions that aid in the administration and volunteer coordination that were not available to us at the time the current Bylaws were adopted.