

Bylaws for Harrisonburg Mennonite Church

PREAMBLE

The By-Laws of the Harrisonburg Mennonite Church's (HMC) constitute the operational policies of the congregation and are based on the Constitution of HMC. The intent is to embody the spirit and best intentions of the congregation's vision and mission.

1.0 GLOBAL ENDS STATEMENT

As part of the Body of Christ, HMC Glorifies God as Disciples of The Lord Jesus Christ led by the Holy Spirit.

2.0 CONGREGATIONAL MEMBERSHIP

2.1 Membership

The membership of this congregation consists of individuals who have professed faith in Jesus Christ, give witness to and provide evidence of their faith walk with Jesus, are committed to the faith and practice of Mennonite Church USA, and have been received into fellowship at Harrisonburg Mennonite Church by baptism, by confession of faith or by a letter of transfer.

2.2 Accountability

The congregation is accountable to the Harrisonburg District of Virginia Mennonite Conference and, by virtue of that relationship, to the Virginia Mennonite Conference, and to the Mennonite Church USA.

3.0 GOVERNANCE

3.1 Church Council

3.1.1 Purpose

The purpose of the Church Council, on behalf of the congregation, is to ensure that HMC's worship, ministry, and operating goals and activities are achieving the church's vision, mission and strategic plan/ends (see HMC's website).

3.1.2 Governing Philosophy

Church Council governs with an emphasis on “ends development, implementation and achievement.” Specifically, Church Council is responsible to: 1) establish and revise the vision and mission, 2) develop and monitor the strategic plan/ends, 3) delegate with clarity, 4) support the leadership team in their day-to-day activities, 5) evaluate how the congregation’s vision, mission and goals/ends are being achieved, 6) facilitate effective communication with the congregation, 7) facilitate effective congregational decision-making, problem-solving and conflict resolution, and 8) oversee donations, expenditures and assets in accordance with the State of Virginia’s accounting law and ethics for religious organizations.

3.1.3 Composition

Church Council membership consists of 12 voting individuals. They are the: 1) chairperson, 2) chair-elect, 3) chair of the Stewardship Committee, 4) chair of the Personnel Committee, 5) chair of Praise Fellowship Pastoral Council, 6) chairperson of Sanctuary Fellowship Pastoral Council, 7) two member representatives from Sanctuary Fellowship, 8) two member representatives from Praise Fellowship, 9) the chair of Communication Team, and 10) the chair of the Facilities Committee. The Lead Pastors, Church Administrator and recording secretary are non-voting members of Church Council.

3.1.4 Appointment

3.1.4.1 The Gifts Committee is responsible to collaborate with the Church Council to identify lay candidates for Church Council, Stewardship Committee, Personnel Committee, and Facilities Committee.

3.1.4.2 Gifts Committee shall present a list of candidates for Church Council to Church Council for approval. Upon approval Gifts Committee will seek the candidates’ commitment to serve. The slate of proposed candidates for Church Council will be affirmed in the annual congregational meeting.

3.1.4.3 Gifts Committee shall present a list of candidates for Stewardship, Facilities, and Personnel Committees to Church Council for approval. Upon approval Gifts Committee

will seek the candidates' commitment to serve. The names of the candidates willing to serve will be reported back to Church Council for final appointment.

3.1.4.4 Members of the Communication Team are appointed by Sunday School Classes. Each adult Sunday School Class is to appoint one member.

3.1.5 Terms of Service

3.1.5.1 Church Council members may serve for two-three year terms. The terms of service are detailed in the job descriptions for staff and for church members representing congregational committees. Specifically,

3.1.5.2 Leadership Team are members of Church Council in accordance with the terms of their employment.

3.1.5.3 Lay Church Council members may serve two consecutive three-year terms; after a two-year intermission, they are eligible to serve again.

3.1.5.4 The chair-elect of Church Council serves a four-year term: two as chair-elect, and two as chair. If the chair-elect of church council is not able to take on the chair role of church council, the Church Council Executive Committee will nominate a person from church council to serve as chair-person of Church Council for the two-year term. Gifts Discernment Committee will obtain congregational approval for the change in the chair role of Church Council.

3.1.6 Accountability

Church Council is responsible to the congregation for the work of HMC, and for the decisions it makes and the actions it takes (see HMC's website: members/constitution/Article V, Government).

3.2 Church Council Executive Committee

3.2.1 Purpose

The Church Council Executive Committee (CCEC) is authorized to: 1) develop and prioritize the agenda for Church Council meetings, 2) manage sensitive personnel and congregational membership issues, 3) act on behalf of Church Council in emergencies between meetings, or as designated by Church Council.

3.2.2 Composition

Church Council Executive Committee membership consists of 7 individuals. They are the: 1) chairperson, 2) the chair-elect person, 3) chair of Sanctuary Fellowship Pastoral Council, 4) chair of Praise Fellowship Pastoral Council (5) the two (2) Lead Pastors, and 6) Church Administrator. The two Lead Pastors and the Church Administrator are non-voting members.

3.2.3 Accountability

Church Council Executive Committee is responsible to Church Council and/or the congregation. (see HMC's website).

3.3 Church Council Committees are Stewardship Committee, Personnel Committee, Facilities Committee, and Communication Team. Duties, terms, and accountability are available in the job descriptions (see HMC's website).

4.0 LEADERSHIP TEAM

4.1 Composition and Leadership of the Leadership Team

The leadership team consists of the Lead Pastor of Praise Fellowship and the Lead Pastor of Sanctuary Fellowship. The church administrator (CA) is a member of the Leadership Team, but does not take a turn as designated leader. The co-pastors take turns as designated leaders of the Leadership Team with the responsibility to convene team/staff meetings and act as the principal communicator with the chair of Church Council. The leadership of the team rotates on a six-month and/or yearly basis between the co-pastors. The Leadership Team members attend Church Council meetings.

4.2 Co-Pastors

4.2.1 Co-Pastor Responsibilities

As leaders of the Leadership Team, the co-pastors are to: 1) operationalize the mission, vision, strategic plan/ends of the congregation, 2) provide pastoral leadership for the

congregation, 3) coordinate and manage day-to-day congregational ministries and programs, 4) meet regularly with and communicate effectively with staff, 5) provide support for and supervise all staff (associate pastors, directors and support staff), and 5) recruit, hire, train and terminate staff in consultation with the Personnel Committee.

4.2.2 Appointment of Co-Pastors

Church Council initiates the search for the lead pastor of either fellowship by appointing a Pastoral Search Committee, consisting of a member of the Leadership Team, one member of the Pastoral Council of the fellowship searching for a lead pastor, one at large member from that fellowship, and one member of personnel. Church Council will appoint a member of the Pastoral Search Committee as chair. After vetting the lead pastoral candidates, the Pastoral Search Committee recommends a candidate for appointment as co-pastor to Church Council. After prayerful consideration, Church Council makes its recommendation to the congregation. The congregation approves the candidate for lead pastor. The fellowship for which the search is being conducted carries the most weight in the congregational decision-making process of the proposed candidate, but shall be at least a 75% approval of the entire congregation.

4.2.3 Accountability

The co-pastors are primarily accountable to Church Council and secondarily to the congregation. They are also accountable to the Harrisonburg District Overseer(s) and ultimately to the Virginia Mennonite Conference and the Mennonite Church USA.

4.2.4 Term and Evaluation

Co-pastors serve a four-year renewable term. Each co-pastor will have a mid-term performance evaluation directed by Personnel Committee. If no substantive issues of performance are identified, Church Council may renew the four-year term. If issues are identified that Church Council or the co-pastor wants to address, Personnel Committee will design a process to deal with those issues. At the end of that process Church Council may renew the term, or call for a vote by the congregation to renew or not renew the

term. If Church Council calls for a vote, Church Council is to recommend renewal or non-renewal.

4.3 Church Administrator (CA)

4.3.1 Responsibilities

The CA is responsible for assigned administrative responsibilities, duties and tasks as designated (see HMC's Website). The CA functions at the associate staff level and has no voting privileges on the Leadership Team.

4.3.2 Accountability

The CA is accountable to the co-pastors.

4.3.3 Appointment and evaluation

The co-pastors and the chair of the Personnel Committee are responsible to hire, supervise and evaluate the church administrator's job performance. The co-pastors will seek feedback on the CA's annual job performance from appropriate constituencies within the congregation. The appointment of the CA must include the approval of the Personnel Committee and Church Council.

5.0 ASSOCIATE PASTORS AND DIRECTORS

5.1 Responsibilities

Associate pastors and directors are responsible for assigned special ministry responsibilities, duties and tasks as designated by the congregation; for example, coordination of Sunday School activities, missions outreach, music and youth ministries, visitation and outreach, etc. (see HMC's website).

5.2 Hiring Associate Pastors and Directors

The co-pastors are primarily responsible to recruit, supervise and evaluate associate pastors and directors, and to terminate after consultation with the Personnel Committee

and Church Council. During an associate or a director's job performance evaluation, the co-pastors should seek feedback on the associate or director's job performance from appropriate constituencies, for example, youth group sponsors and parents of youth or co-associates, or members of pertinent committees interfacing with the associate's responsibilities within the congregation.

5.3 Appointment

The appointment of associate pastor or director is for one year by the co-pastors and notification to the Personnel Committee and Church Council.

5.4 Accountability

The associate pastors and directors are primarily accountable to the co-pastors. An associate pastor may request to include the Personnel Committee and/or the Harrisonburg District Overseer to assist in the resolution of differences/conflicts in supervision and/or his/her annual performance evaluation and reappointment. A director may request to include Personnel Committee to assist in the resolution of differences/conflicts in supervision and/or his/her annual performance evaluation and reappointment.

6.0 - SUPPORT STAFF

Support staff of the congregation is responsible for designated tasks of the life of the congregation, such as secretary, janitor, building and grounds, etc (see HMC's website). The co-pastors may designate the CA with the primary responsibility to recruit, hire, supervise and terminate employed staff after consultation. The co-pastors are responsible to write and maintain the job descriptions.

7.0 PASTORAL COUNCILS – PRAISE AND SANCTUARY FELLOWSHIPS

Each Fellowship will have Pastoral Council. The composition and specific function of each Pastoral Council may vary. The job description for Pastoral Councils will be approved by Church Council. Each Fellowship's Lead Pastor and/or the Fellowship's Pastoral Council may submit changes.

8.0 OTHER COMMITTEES, APPOINTMENTS, AND TEAMS

8.1 Fellowship Pastoral Councils may create and appoint any committee, team, or individual appointment in order to fulfill the ministry specific to each fellowship.

8.2 Leadership Team may appoint any committee, team, or individual appointment as a means to any of the ends identified by Church Council that is a joint ministry of the fellowships. Leadership Team may set these up as self-perpetuating committees, teams or appointment, as staff appointed, or may ask Gifts Committee to identify people to serve.

9.0 CONGREGATIONAL BUSINESS MEETING

Congregational Business Meetings may be called by Church Council as deemed necessary. At least one business meeting shall be held at the beginning of the year. Ten percent of active membership is needed for a quorum to transact business, except where a different quorum is required by the Constitution of Harrisonburg Mennonite Church.

10.0 CHANGES TO BY-LAWS

Changes to By-Laws are to be submitted to the congregation by Church Council and approved by a majority at a congregational business meeting where 10% of active membership is present.