

**44<sup>rd</sup> Annual Meeting  
Central Atlantic Conference  
United Church of Christ  
June 13-15, 2008**

Friday, June 13, 2008

**Plenary I**

The annual meeting was called into session at 7:40 pm by moderator Glenn Patterson. Delegates were welcomed by members of the Annual Meeting Force from the New Jersey Association – Linda Holzbaaur (Planning Committee Chair), Sherry Taylor (ACM), Susan Mueller and Shawnn Garvey.

**Quorum Report**

Registrar, Connie Heasley declared that 125 lay delegates, 81 clergy and 2 international visitors were present. Moderator Glenn Patterson declared that a quorum was present.

**Approval of Standing Rules**

**VOTED** To approve the Standing Rules for Meetings of the Central Atlantic Conference  
**08 AM 01** on a motion by Bryant-Smith/Niiler. A copy of the Standing Rules is attached to these minutes as **08 AM Exhibit 01**.

**Recognition of Efforts of Meeting Organizers**

The attendees recognized and expressed appreciation to the following people for their hard work in organizing the conference: Registrar Connie Heasley, Arnetta Jones, and members of the Annual Meeting Task Force.

**Approval of the Agenda**

**VOTED** To approve the agenda as amended on a motion by Fitzgerald/Ferguson Kamara.  
**08 AM 02** A copy of the agenda is attached to these minutes as **08 AM Exhibit 02**.

**Business Items**

**VOTED** To bring items of business before the body on a motion by Fitzgerald/ Ferguson  
**09 AM 03** Kamara.

**VOTED** To approve by consensus the Minutes of the 2007 Annual Meeting of the Central  
**09 AM 03** Atlantic Conference on a motion by Fitzgerald/Forbes. The minutes of the 2007 Annual Meeting were distributed to the delegates and are on file in the

Conference office.

**Introductions**

The following were introduced to the meeting by Conference Minister John Deckenback:

- Mari Castellanos ..... Justice and Witness Ministry
- Donaldson Hill.....Financial Development Ministries
- Felix Carrion .....Still Speaking Office
- John Thomas.....President and General Minister UCC
- Lucas Linden.....Lancaster Theological Seminary (LTS)
- Donna Allen ....Assistant Professor of Preaching and Worship, LTS
- Dr. Riess Potterveld .....President, LTS
- Peter Kuba & Johann Heinrich Witzel..... Delegation from Saxony

**VOTED** To grant all guests voice without vote on a motion by  
**08 AM04** Deckenback/Bundy.

The business session was declared closed.

**Introduction of the Keynote Speaker**

Richard Thomas, a member of First Congregational Church in Montclair, NJ introduced the Keynote Speaker his twin brother, Reverend John Thomas, President and General Minister of the United Church of Christ. Reverend Thomas shared reflections on the UCC as a great parade rather than a big tent.

The Plenary session was recessed by moderator, Glenn Patterson at 8:45 pm.

**Saturday, June 14, 2008**  
**Plenary II**

The moderator, Glenn Patterson called the session to order. Reverend Jennifer Walters, pastor of Benjamin’s- Kriders UCC, Westminster, Maryland offered the opening prayer.

**Financial Reports**

The Conference Associate Treasurer, Craig Sparks, reviewed financial administrative highlights of the past year, including the Conference’s decision to bring in a CPA part time to fill the Conference’s accounting needs, the tightening up of some accounting procedures and the purchase of a new check scanning system.

Bob Zeigler of the Budget and Finance Working Group reviewed Conference revenues in 2007 noting that they were up 1.12% over 2006. Bob discussed the importance of stewardship efforts to address the projected budget shortfalls. He reviewed church giving categories established to encourage churches to fund the functions of the Conference and the national ministries:

Five for Five: Churches that contributed in response to all five OCWM appeals. Churches achieving Five for Five were recognized for their contributions.

Red Level Churches: Churches that contributed from 1-9.9% of their operating budgets to the Conference and increased their giving by 1% over 2006 were recognized for reaching that goal

Silver Level Churches: Churches that contributed from 10-14.9% of their operating budgets to the Conference (Emmaus UCC, Vienna VA; Rock Spring Congregational UCC, Arlington, VA; and Little River UCC, Annandale, VA)

Gold Level Churches: Those that contributed 15% or more of their operating budgets to the Conference (no churches met this criterion in 2007)

### **State of the Conference**

The Reverend Dr. John Deckenback, Conference Minister, offered his perspective on the work of the CAC. Rev. Deckenback praised the service of new Conference Board President Sara Fitzgerald and her long-held commitment to diversity, mission and ministries.

Rev. Deckenback noted that the Conference Board had participated in a strategic retreat last Fall, which was facilitated by Ed White of the Alban Institute. Among the initiatives flowing from the retreat that the Board will be developing over the coming year are (1) developing, recruiting and sustaining the next generation of leadership, (2) developing the talents of local churches, e.g., Rock Spring Congregational and UCC of the Potomac Association is working with the UCC's Justice and Witness staff to see how the church might be helpful in its policy advocacy efforts in Washington DC, and (3) improving the Conference's technological tools.

John noted that the following individuals would be stepping down from the Conference Board: Rev. Joan Evans, Conference Treasurer Jeannie Boone, and Josh Fuss. Finally, he noted this is a Conference of small membership churches that is running out of money. We need to develop strategies to address this challenge. One such effort is being funded by a grant the Conference received from the Clark Trust to renew our small rural churches. The grant also funds a seminar on small church renewal (to be held in March 2009) and a one-day retreat for the Conference ministry team and staff.

Interim Associate Conference Minister Rev. Patricia Barth (Chesapeake) discussed the grants to be made to small rural churches through the Clark Trust grant. \$60,000 was made available

from the Trust for this purpose. The Conference received 26 applications from small churches to fund projects such as advertizing, outreach at local festivals, creating and/or upgrading church websites, evangelism training, and retaining stewardship consultants.

In addition, Rev. Barth reported, the Conference has set up a separate fund from monies in the Church Development and Trinity Trust funds to provide comparable grants to non-rural small churches. Letters notifying the Clark Trust grant recipient churches will be sent out shortly. Applications for the non-rural church grant program will be due around October 1.

Rev. Dr. Rob Peters, Chair of the New Church Development Working Group reported that the group is working on a strategy to create new church starts, which will be presented to the Board at its Fall meeting.

Rev. Sherry Taylor, Associate Conference Minister (New Jersey) reported that the search process for ministers within the Conference has changed. All profiles, which are to be submitted and, if possible, distributed electronically will be handled by Beth Pugh in the New Jersey office.

Finally, Rev. Deckenback noted that the pastor of Little River UCC will be retiring in 2009. With that retirement 5 or 6 of the largest congregations in the Potomac Association will be going through a ministerial transition. The Conference Minister noted with sadness that Rev. John Mack, the former pastor of First Congregational UCC, Washington, DC died shortly after retiring from the church.

Rev. Richard Vaught, Associate Conference Minister (Shenandoah) reported on the new boundary training program, which was developed to prevent future incidents of inappropriate behavior by clergy and other church leaders. Increasingly, Rev. Vaught reported, insurance carriers are urging their insureds to educate themselves and their members about boundary issues. Several training sessions will be held for clergy in the Fall. Church and Ministry hopes to hold similar sessions for lay leaders, youth leaders and CE leaders in the future.

Rev. Dr. Kwame Osei Reed, Associate Conference Minister (Potomac) reported on the enormous workload that has arisen over the past year in conducting fitness reviews for clergy in the Potomac Association. Kwame reported that various steps are being considered to address this issue including looking more closely at those who seek to become ministers, obtaining support through the Polity Institute, boundary training for churches and clergy, and looking at the Association's hiring and review procedures.

Mrs. Kristen Curlee, the Conference Youth Ministry Coordinator, reported that she has been hired to support youth leaders and coordinate youth events across the Conference. One youth leader weekend retreat per year and quarterly leader meetings are envisioned. Kristen reported that 100 Conference youth participated in Youth Day in Knoxville, TN.

Rev. Dr. Jerry Foltz, Associate Conference Minister (Catoctin) reported on his work regarding

hostility to immigrants. He noted that Wellspring UCC has been hosting community meetings to discuss concerns and fears about the current climate. A rapid response plan is being developed to assist in the case of raids to help those who rely on those rounded up for their livelihood.

The Conference Minister noted that the UCC's President and General Minister, John Thomas, will be retiring in 2009 and praised Thomas' quiet competency. Rev. Deckenback reported on the no action letter the UCC received from the IRS regarding an IRS inquiry into the propriety of Barak Obama addressing the UCC's 2007 General Synod Meeting. He also reported on the superb fundraising effort that led to ads in the New York Times and USA Today educating readers about the history and values of the UCC. John noted that Kwame will be taking a sabbatical next year to research the 500 or so K-12 schools established by a UCC predecessor, the American Missionary Association, after the Civil War.

John reported on his sabbatical trip to Iraq to study the refugee crisis of internally displaced persons sent to Kurdistan.

He noted that Jerry Foltz will be retiring at the 2009 Conference Annual Meeting. A joint search committee is being established to seek ACM assistance for Catoctin and Chesapeake, which will be comprised of four representatives from Catoctin, four from Chesapeake, two from other Conference associations and ex officio members Rev. Deckenback, Board President Sara Fitzgerald, and Operations and Personnel Working Group Chair Glenn Patterson.

#### Remarks by Guests from Saxony

Peter Kuba and Johann Heinrich Witzel from the Evangelical Church in Saxonia in northeast Germany addressed the meeting. Heinrich noted that the church is a part of the regional KPS, which is in full communion and has a formal relationship with the UCC. Heinrich noted that KPS is merging with the neighboring Lutheran Church in Thuringa. The new church will continue its partnership with the UCC. KPS is committed to intensifying its partnership with the UCC and has spoken to Glade UCC, Walkersville, MD (Catoctin) about providing support for the Honduras project Glade supports. Heinrich mentioned that the church is participating in a global prayer service over the Internet on September 21, the theme of which is "bread for all," and invited others to participate.

Recess was declared by the moderator, Glenn Patterson.

#### **Plenary III**

The moderator, Glenn Patterson, called the session to order at 1:40 pm.

## **Business Items**

- **Nominations** – Rev. Jim Bundy reviewed the slate of nominees.

### **VOTED**

**08 AM 05** The slate of nominees was approved by acclamation on a motion by Bundy/Nash.

- **Minimum Clergy Compensation Guidelines** – Sara Fitzgerald reviewed the Guidelines. She explained that they were created in response to comments made at the last couple of annual meetings that the current guidelines, including the housing allowance section, are hard to use and do not address the concerns of smaller churches.

**VOTED** The Guidelines were approved by consensus on a motion by Fitzgerald/Bocock.

**08 AM 06**

- **2009 Budget** – Rev. Craig Sparks reviewed the proposed 2009 narrative budget.

**VOTED** The 2009 budget was approved by consensus on a motion by Sparks/B. Zeigler.

**08 AM 07**

- **Resolution on Physician Assisted Dying** – Motion by Bryant-Smith/Sparks to adopt the Resolution was deferred upon approval of a motion by Diesselhorst/Weakley to table the discussion until the conclusion of other business.
- **Amendments to Conference Bylaws** – Sara Fitzgerald reviewed an amendment approved by the Board to the proposed Bylaw amendments. In the proposed Bylaw revisions document, Article III, Section 5, at the end of subsection (c), the following language is added: “For Associations only, the two-thirds rule is waived for any proposal approved at a meeting of an Association and received at the conference office at least 30 days prior to the Conference meeting.” Fitzgerald explained that the purpose is to give Associations who have their Spring meetings within 60 days of the Conference’s annual meeting to have an opportunity to submit resolution proposals while giving other Conference annual meeting attendees sufficient time to review the proposals.

**VOTED** A second degree amendment by Swanson/Sawyer to delete “For Associations only”

**08 AM 08** from the Board-approved amendment was defeated.

**VOTED** The Board-approved amendment to the proposal was approved on a motion by

**08 AM 09** Fitzgerald/Kaplan.

**VOTED** The proposed Bylaws revision document was amended on a motion by

**08 AM 10** E.Zeigler/Lowrey as follows: Article VI, Section 2, subsection (d)(1) is modified to insert after “develop a workplan” the words “with consideration of the Association’s goals and needs.”

**Friendly Amendment Accepted.** The proposed Bylaws revision document was amended as follows: In Article X, line 5 “or distributed by electronic means” is changed to “and/or distributed by electronic means.”

**VOTED** The Bylaws revision document was approved as amended on a motion by  
**08 AM 11** Patterson/Kemp.

Melinda Loeblich, St. Stephen’s UCC, Harrisonburg, VA (Shenandoah) urged associations to check their constitutions and bylaws to ensure that they comport with the Conference bylaw revisions just adopted.

- Physician Assisted Suicide Resolution – Debate on the resolution resumed. Curlee/Nash called the question. Bocock requested that line 1 of the resolution be modified to replace the term “physician assisted dying” with “in support of a patient’s right to die.” The Conference Minister said that the Resolution would be so perfected before being sent to General Synod.

**VOTED** The resolution was approved on the motion by Bryant-Smith/Sparks.  
**08 AM 12**

The moderator, Glenn Patterson declared that the business of the 2008 Annual Meeting was concluded and adjourned the meeting at 3:45 pm.

Respectfully submitted,

Leslie Nickel  
Secretary

**STANDING RULES OF THE FORTIETH ANNUAL MEETING  
OF  
THE CENTRAL ATLANTIC CONFERENCE**

**1. Recognition**

A speaker shall state his or her name and the church and Association he or she represents.

**2. Resolutions**

The Board of Directors shall recommend to the Plenum the schedule for the presentation and consideration of resolutions and the allotment of time for debate thereon

**3. Debate**

On any questions where debate time has not been allotted by special order or by unanimous consent, the speech by the mover of an initial motion shall be limited to five minutes. All other statements on the motion shall be limited to two minutes each.

No member may speak a second time on a motion or subject under consideration until all other members desiring to speak have been heard.

The Moderator may decline to recognize any motion or demand for the Order of the Day that would have the effect of terminating debate while delegates are still seeking recognition.

**4. Nominations**

No nomination shall be made until the consent of the nominee has been secured.

**5. Agenda**

The Agenda shall be presented by the Board of Directors

Items may be added to the agenda of a Plenary by submission to the President of the Board of Directors or the Conference Minister before 7:00 am of the day of that Plenary; recommendation by the Board; and approval by a two-thirds vote of the Plenum

**Central Atlantic Conference  
2008 Annual Meeting Agenda (Tentative)  
IMAGINE—A New Church Is Possible!**

**FRIDAY, JUNE 13**

- 12:00 p.m. CAC Board of Directors of Directors meeting
- 2:30-5:45 Registration - Clayton Hall  
3:00 - continuous University of Delaware - Housing Registration
- 3:30 p.m. “The UCC at 50: So What?” Auditorium, Clayton Hall**  
**This year’s combined opening lay and clergy event will feature a provocative discussion between Rev. Dr. John Thomas, President and General Minister of the United Church of Christ, and the eminent UCC historian Rev. Dr. Barbara Brown Zikmund, moderated by Conference Minister Rev. Dr. John Deckenback**
- 5:00 p.m. Hearings  
**2009 CAC Budget C-119**  
**2008-09 Ministers’ Compensation Guidelines C-124**  
**CAC Bylaw Revisions C-120**  
**Resolution in Support of Physician Assistance in Dying C-123**
- 5:00 – 6:00 p.m. Youth social gathering Courtyard by Marriott
- 6:00 p.m. Dinner Pencader Dining Hall
- 6:30 p.m. Choir Rehearsal
- 7:00 p.m.-8:00 p.m. Conference Registration reopens
- 7:30 p.m. Plenary Session I C101 A/B**  
Declaration of quorum  
Approval of Agenda  
Approval of Standing Rules  
Approval of 2007 Annual Meeting Minutes  
Introduction of Business items  
Introduction of Guests
- 7:30 Youth Discussion on Resolutions

**8:15 p.m. Keynote Address by Rev. Dr. John Thomas**

9:00 p.m. Worship

After worship Social Time Clayton Hall Lobby  
John Thomas meet & greet

**SATURDAY, JUNE 14**

7:00 a.m. – 8:00 Breakfast

7:45 Bible Study/Morning Watch

8:00 Registration

8:45 **Plenary Session II** C-101A/B  
Financial Reports  
State of the Conference – Ministry Team Reports  
Greetings from our German Guests

10:00-10:30 Youth Conversation with John Thomas

**10:45 - 12:00 “Tools for the Next 50 Years”—Workshop I**  
**Take advantage of these wide-ranging topics designed to provide your church with information and resources that you can adapt to your own ministries. (See enclosed list for details.) Note that second round of workshops will take place on Sunday morning.)**

12:00 p.m. Lunch Pencader Dining Hall  
Youth Leaders gathering Pencader Dining Hall

12:30 Choir Rehearsal

1:30-3:30 **Plenary Session III**  
Elections  
2008-09 Ministers’ Compensation Guidelines  
2009 CAC Budget  
CAC Bylaw Revisions  
Resolution in Support of Physician Assistance in Dying

**3:45 p.m. Worship, led by Rev. Dr. John Thomas**

**6:30 p.m. Annual Banquet**  
**The dinner's featured presentation will be "The View from the Deck of the Amistad," by Rev. Paul Bryant-Smith**

15 minutes  
after banquet

Evening Prayer

Youth movie night

Social Time

Clayton Hall Lobby

**SUNDAY JUNE 15**

6:30 a.m. Morning Prayer and Meditation

7:00 Breakfast

8:30 - 9:30 **UCC@51: Hiding under a bushel basket?**- Dialog with John Thomas, Felix Carrion and John Deckenback

**9:45- 10:45 "Tools for the Next 50 Years"--Workshop Session II**  
**(See enclosed sheet for topics)**

**11:00 Worship, led by Rev. Dr. Donna Allen, Assistant Professor of Preaching and Worship at Lancaster Theological Seminary**

12 p.m. CAC Board of Directors of Directors meeting

12 p.m. Annual Meeting Planning Task Force Meeting **C110**

*Join us for the 45th Annual  
Meeting of the Central Atlantic  
Conference  
June 12-14, 2009  
University of Delaware.*

**2008 Nominations Committee Report  
Central Atlantic Conference  
For Consideration and Action at Annual Meeting  
June 13-15, 2008**

The CAC Nominating Committee respectfully recommends to the Central Atlantic Conference the following list of nominees to be elected at the annual meeting, June 13-15, 2008.

**List of Nominees  
To Be Elected at Annual Meeting**

**Officers of the Conference  
Terms as indicated**

<b>President</b>	Ms. Sara Fitzgerald (2009) Potomac	2 <sup>nd</sup> term
<b>Vice President</b>	Rev. Dr. Jim Bundy (2009) Shenandoah	2 <sup>nd</sup> term
<b>Moderator</b>	Ms. Sheila Helgerson (2009) Chesapeake	
<b>Associate Moderator</b>	Mr. Bradley Thomas (2009) Potomac	
<b>Treasurer</b>	Rev. Craig Sparks (2010) Chesapeake	1 <sup>st</sup> term
<b>Associate Treasurer</b>	Mr. Robert Ziegler (2009) completing unexpired term Catocin	

**At-Large Nominees to the Board of Directors (Class of 2011)**

Rev. Gordon Forbes (Potomac) 2<sup>nd</sup> term  
Mr. Glenn Patterson (Catocin) 1<sup>st</sup> term

**Association-Nominated Members of the Board of Directors**

**Class of 2011**

**Catocin:** Ms. Barbara Ware (1<sup>st</sup> term)  
**Chesapeake:** Rev. Katharine Rice (1<sup>st</sup> term)  
**New Jersey:** Rev. Paul Bryant-Smith (2<sup>nd</sup> term)  
**Potomac:** Rev. Anne Holmes (1<sup>st</sup> term)  
**Shenandoah:** Rev. Alexa Slonin (1<sup>st</sup> term)

**Continuing Members of the Conference Board of Directors**

**Secretary:** Ms. Leslie Nickel (2009) Shen

**Class of 2009**

**Catoctin:** Rev. Esther Ziegler

**Chesapeake:** Dr. Anne Emery

**New Jersey:** Rev. Fred Buker

**Potomac:** Ms. Juanita Cooper

**Shenandoah:** Mr. Archie Thornton

**At Large:** Ms. Barbara Ferguson Kamara ( Pot)  
Mr. Edd Sewell (Shen)

**Class of 2010**

**Catoctin:** Rev. Gerry Hanberry

**Chesapeake:** Dr. Delores Baden

**New Jersey:** Dr. William Field

**Potomac:** Ms. Robin McCord

**Shenandoah:** Mr. Steve Wood

**At Large:** Rev. Robert Royal (Cat)

**General Synod**

**Class 2009**

**Catoctin:** Mr. Robert Ziegler (completing unexpired term)  
**Chesapeake:** Ms. Marian Finney (completing unexpired term)

**Class of 2011**

**Catoctin:** Mr. Scott Stevens  
**Chesapeake:** Rev. Joan Evans  
Dr. Delores Baden  
**New Jersey:** Rev. Adam Tietje  
Mr. Wayne Placek  
**Potomac:** Ms. Mary Barrino-Smith  
Rev. Dr. Robert Peters  
Ms. Lindsey Dowell  
**Shenandoah:** Rev. Barbara Rhodes

**Continuing General Synod Delegates**

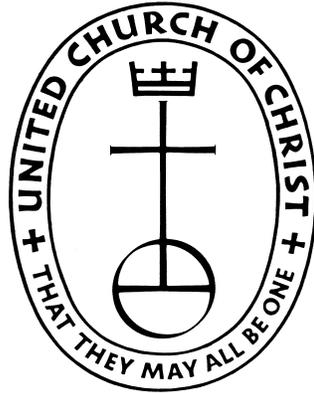
**Class of 2009**

**Catoctin:** Rev. Delancy Catlett  
Rev. Robert Rock  
**Chesapeake:** Dr. Anne Emery  
**New Jersey:** Rev. Linda Holzbaur  
Ms. Ruth Sykes  
**Potomac:** Ms. Kristen Curlee  
**Shenandoah:** Ms. Peggy Kennedy  
Mr. Russell Kohrs



**CENTRAL ATLANTIC  
CONFERENCE**

**2008-09  
CLERGY'S MINIMUM  
COMPENSATION  
GUIDELINES**



Greetings to the People of the Central Atlantic Conference:

The 2008-09 Clergy Salary Guidelines that follow were developed by the Central Atlantic Conference Board of Directors and approved by delegates to the Central Atlantic Conference annual meeting in June 2008. These guidelines for minimum ministerial compensation have been proposed for all ordained persons serving as pastors in the Central Atlantic Conference, as well as Licensed and Commissioned Ministers.

The CAC recognizes the challenges faced by local congregations in meeting operational budgets while continuing to do God's work. Local churches are urged to prayerfully consider how they can meet the minimum compensation guidelines outlined in this document to the best of their abilities.

The conference intends that this handbook be made available to:

- o Local church governing bodies
- o The clergy of the conference
- o Church and ministry committees
- o Search committees
- o Potential candidates

The guidelines are also available on the CAC website ([www.cacucc.org](http://www.cacucc.org)).

The Board of Directors envisions two major situations where these guidelines can be useful:

- o When a pastor is first called to a church, the minimum compensation guidelines should assist both the pastor and the congregation by providing a CAC-wide frame of reference for salary, housing, and benefits; and
- o During the development of a church's annual budget, the guidelines should continue to provide ongoing guidance for appropriate compensation packages for the church's pastoral staff.

The Conference recognizes the unique challenges faced by small churches and will be happy to continue to work with them to suggest ways in which they can make use of the guidelines in compensating pastoral staff.

The CAC ministry team and Association Church and Ministry bodies remain ready to help church leaders develop and understand appropriate compensation packages for both new and current pastors. Such consultation should enable all CAC churches to work together in implementing these guidelines.

As we move forward in ministry, our goal is to provide resources, including this updated document, to support you in your own ministries. Please continue to share your ideas on ways we can provide that support most effectively.

Yours in Christ,

Sara Fitzgerald  
President  
Central Atlantic Conference Board of Directors

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**CENTRAL ATLANTIC CONFERENCE UNITED CHURCH OF CHRIST**  
**2008-09 CLERGY'S MINIMUM COMPENSATION GUIDELINES**

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**Compensation Philosophy**

This handbook assumes that pastors, given their years of graduate education and the significant responsibilities of parish leadership, will be adequately compensated by CAC churches. Indeed, the philosophy of this handbook is that churches will aim to provide pastors with a standard of living relatively free of financial stress and a salary that is comparable to other professional occupations requiring post-graduate degrees. Several major factors have been used by the CAC (and many other UCC Conferences) to establish minimum guidelines for pastoral compensation. These factors include 1) the number of church members and 2) the number of years of relevant pastoral experience. The Salary Grid for the year 2008-09 has been increased 3% over 2007-08. The grid provides only cash salary payments and is separate from costs for housing and other benefits.

## THE PASTOR'S COMPENSATION PACKAGE

The pastor's compensation package includes cash salary, housing (**either a parsonage or a housing allowance based on local market conditions**), benefits including pension, insurance, vacation, and other leave (including sabbatical), and Social Security offset.

### CASH SALARY

1. Salary Grid - It is recommended that all churches attempt to meet the minimum cash salary grid below. The 2008-09 salary grid is based on the number of members in the congregation and years of experience the pastor has in the ministry. The first column in the grid represents an entry-level salary, recommended for persons with no prior pastoral experience. Other columns show the recommended minimum salaries for different levels of experience, using a factor of 1% increase in salary for each year of experience. This grid contains information regarding the cash salary component of the compensation package only. Compensation for housing based on local market conditions (assuming a parsonage is not provided) and benefits will need to be added to these dollar figures.

2. Associate Pastor - The recommended salary for Associate Clergy is 85-90% of Senior Pastors for comparable experience and education. The special ministry of a clergy associate should be highly valued and compensated equitably.

3. Supply and Interim Pastors - The local church should establish adequate salary compensation for supply and interim ministers. It is recommended that occasional pulpit supply pastors receive a minimum of \$120 plus mileage for conducting a worship service. Full time interim ministers should be paid at the same scale as other full time clergy, including housing and benefits. The salaries of part-time interims should be proportional to their percentage of a full-time position.

**CAC UCC MINIMUM Pastors' Salary Grid for 2008-2009**

No. of Church Members	Base Salary					
	Entry Level	5 yr. Exper.	10 yr. Exper.	15 yr. Exper.	20 yr. Exper.	20+ yr. Exper.
< 100	\$33,761	35,449	37,137	38,826	40,514	
100	\$35,144	\$36,901	\$38,658	\$40,415	\$42,172	
150	\$36,528	\$38,354	\$40,180	\$42,008	\$43,834	
200	\$38,150	\$40,058	\$41,965	\$43,873	\$45,780	
250	\$39,295	\$41,260	\$43,224	\$45,189	\$47,153	Add
300	\$40,474	\$42,497	\$44,521	\$46,545	\$48,569	
350	\$42,061	\$44,164	\$46,268	\$48,371	\$50,474	1%
400	\$43,446	\$45,619	\$47,791	\$49,963	\$52,136	
450	\$44,830	\$47,071	\$49,312	\$51,554	\$53,795	for
500	\$44,867	\$47,110	\$49,353	\$51,597	\$53,840	
550	\$47,597	\$49,977	\$52,357	\$54,737	\$57,117	each
600	\$48,973	\$51,422	\$53,871	\$56,319	\$58,768	
650	\$50,363	\$52,881	\$55,400	\$57,918	\$60,435	additional
700	\$51,741	\$54,328	\$56,916	\$59,502	\$62,089	
750	\$53,979	\$56,679	\$59,377	\$62,077	\$64,776	year
800	\$54,510	\$57,236	\$59,961	\$62,687	\$65,412	
850	\$55,890	\$58,685	\$61,480	\$64,274	\$67,068	of
900	\$57,275	\$60,139	\$63,002	\$65,866	\$68,730	
950	\$58,660	\$61,592	\$64,525	\$67,458	\$70,391	experience
1000	\$61,200	\$64,259	\$67,319	\$70,379	\$73,439	
> 1000	\$61,440	\$64,512	\$67,583	\$70,656	\$73,727	

4. Part-time Compensation - Congregations who call pastors to less than full-time service should use the salary grid to determine the recommended minimum salary for full time service for their church and their pastor's experience and then multiply that salary by the percentage of full-time service worked by the part-time pastor. [Example: A church with 200 members hires a part-time minister with 10 years experience for half-time. The recommended cash salary is \$41,965 (Salary Grid) x (50%) or \$20,283. Alternatively, a part-time pastor may be compensated on an hourly rate if the number of hours varies from the normal quarter-time or half-time basis. Whether a church uses a part-time FTE or an hourly rate, the grid serves as a useful tool to assess how the cash salary being paid or proposed to be paid compares to Conference guidelines. Clergy employed 24 hours or more per week should receive housing and all benefits.

## HOUSING

1. The Benefits of Home Ownership - It is usually beneficial for a pastor to own his or her own home, since home ownership allows for the building of equity over time. With the sale of a parsonage, many churches can lend pastors money for a down payment on a home. Alternatively, by renting their parsonage, a church can provide a housing allowance for the pastor.

2. Housing Allowance - The Housing Allowance should be based on local market conditions, and include maintenance and utilities. When the pastor owns or rents a home, the church should pay a housing allowance based on local market conditions. The minimum recommended housing allowance is the fair rental value (furnished) of suitable properties in the local market plus utilities and maintenance, but not less than 30% of the pastor's cash salary. Local housing can be the greatest variable in costs from region to region within the CAC. This is of particular concern in high housing cost areas, where special attention should be given to ensure that the housing allowance reflects market conditions.

3. Resources to Assist in Deriving Local Market Housing Information - Appendix 4 lists websites that provide information on median owner-occupied and rental housing costs by state or locality in the following areas:

- A. rental housing cost data by zipcode, area and type of housing;
- B. rental housing market data;
- C. median single family home prices by metropolitan area;
- D. median home prices by state;
- E. U.S. Census Bureau: median rental housing cost data by state; and,
- F. U.S. Census Bureau: median housing costs for owner-occupied housing with a mortgage.

4. Procedures for Qualifying Housing-Related Income as Tax Free - For a housing allowance to qualify as tax-free income, it must be clearly designated as such in the church budget and approved by the official board of the church each year.

5. Parsonage - If a pastor is required or chooses to live in the parsonage, the parsonage should be attractive, comfortable and well-maintained. It should be spacious enough for adequate sleeping quarters and a guest room. Appliances should be modern and in good working condition. All utilities (heat, light, water, garbage collection, yard maintenance and basic telephone service) should be provided by the church. Other expenses of maintaining a home may be excludable from income under IRS regulations. The parsonage should be regarded as the pastor's private home.

6. Home Equity Fund for Pastors Who Rent or Live in a Parsonage - To compensate for the loss of home equity by pastors who live in a parsonage and those who rent, the church should establish a home equity fund. It is recommended that \$2,000- 4,000 be placed in this fund each year, to be held in trust and given to the pastor at the time that he or she leaves the parish. The pastor may choose another means to receive the home equity funds.

## **BENEFITS**

1. Pension - The UCC Annuity Fund, a "tax-sheltered annuity" offering both fixed and variable annuities, is excellent and every church is strongly encouraged to participate. The recommended level of participation is 14% of the salary base. Salary base equals 130% of cash salary plus social security offset if the pastor lives in a parsonage. For a pastor who receives a housing allowance, salary base is the cash salary plus the housing allowance plus the social security offset. Pastors are allowed to make tax sheltered contributions to the same annuity plan within the restrictions of the applicable IRS guidelines. UCC pension contributions are not reported as current income for tax purposes.
2. Insurance - The comprehensive insurance program of the United Church of Christ for clergy includes health insurance, dental insurance, group term life insurance, short and long term disability insurance (family protection plan).
  - A. Health Insurance - The UCC Health Insurance Program provides medical and dental insurance for pastors and their families. It is recommended that churches pay 100% of the premiums for the most comprehensive medical and dental insurance offered by the UCC program.
  - B. Life Insurance and Disability Income Benefit Plan - This Plan provides disability income and decreasing term life insurance to aid families in case of disability or death. It is recommended that churches pay the premium for this Plan which is 1.5% of cash salary and housing allowance. In case of disability or death, it is recommended that a local church continue to pay the pastor's salary for three months until the Life Insurance and Disability Income Benefit Plan becomes effective.
  - C. Professional Malpractice Insurance - It is recommended that all churches purchase professional malpractice insurance to protect pastors in the event of a lawsuit due to pastoral counseling. Churches insured through the Conferences of the UCC Insurance Program already have this insurance as a component of the Program.
  - D. Tenant's Insurance - It is recommended that all churches provide tenant's insurance for all pastors who live in a parsonage.
3. Vacation and Other Leave
  - A. Vacation - Pastors receive at least four weeks of annual paid vacation. In addition, eight days within each month should be granted as personal time for the purpose of rest and renewal.
  - B. Sick Leave - During periods of temporary illness, salary and benefits will be paid. After one month and six months respectively the Pension Boards Short and Long Term Disability Plans will provide coverage as indicated in the Life and Disability Plan documents provided by the Pension Boards.
  - C. Family Medical Leave - Churches should make every effort to comply with the Family Medical Leave Act of 1993 in instances of need such as childbirth, adoption, elder care or other crises covered under this Act.
  - D. Parental Leave - Parental leave with pay up to eight weeks may be taken by arrangement with the church. An ordained minister who is the parent of a newborn and/or newly adopted child or who is pregnant or a single parent may take, in addition to the paid leave, up to three months total leave, the last month of which is either accrued vacation time or leave without pay.
  - E. Continuing Education - Annual leave of at least two weeks and an annual allowance of \$1,200 for continuing education should be given to every pastor. Pastors should report the results of such studies to the Pastoral Relations Committee. Whatever the dollar amount the church provides, it should accrue from year to year.
  - F. Sabbaticals - It is recommended that every church have in its written contract with the pastor the provision of a three to four-month sabbatical leave every five years with full pay and benefits. The sabbatical should be a time of study, travel or experience of personal renewal for the pastor. Pastors should plan on continuing to serve the same church for at least one year after taking such sabbatical leave. Churches should plan ahead for the resources necessary to provide continued ministerial coverage during a pastoral sabbatical.
4. Social Security Offset - For Social Security purposes, pastors are classified as "self-employed." In contrast to other workers, pastors must pay all of their own social security tax. The rate for 2008-09 is 15.3%. Congregations are

urged to share this burden by providing an allowance equal to approximately one-half the pastor's social security tax (7.65%). Pastors must report this income for tax purposes.

## **PROFESSIONAL EXPENSES**

A pastor's professional expenses are not included in the base salary. Expenses such as the use of the pastor's automobile, books and periodicals, etc. are costs to the church of providing pastoral services and should be reimbursed.

1. Automobile – Churches may want to consider buying or leasing an automobile for the pastor's professional use. Even in this situation, insurance, gasoline and maintenance expenses should be reimbursed. If the church does not provide an automobile, an automobile allowance should be provided that it at least equal to the annual IRS per mile deduction (effective 1/1/2008: 50.5¢ per mile. Pastors need to submit detailed expense records to the church.
2. Books and Periodicals – In order to encourage the continuing education of pastors and to provide literary resources for preaching and teaching, all churches should provide a minimum allowance of at least \$300 annually for the purchase of books and literature. Pastors need to submit detailed expense records to the church.
3. Other Professional Expenses – Churches should pay all non-reimbursed expenses of pastors attending Conference and Association meetings, as well as all other expenses including stationery, telephone, computer or word processor maintenance, postage and dues for professional organization membership. Pastoral expenses for official entertainment of parishioners or prospective members should be paid by the church.
4. Reimbursement Plans – Reimbursement plans have a distinct advantage for ministers in that the money is not taxable as income. Many churches use a reimbursement plan to pay for the pastor's professional expenses described above. Alternatively, a Flexible Spending Account may be set up. Using a written plan that meets the requirements of the income tax regulations, the church may set aside money for additional expenses not covered by health and dental plans, or the pastor may elect to set aside part of his/her salary for this purpose. It may cover eye, dental, drug and any non-covered health expenses for minister or the minister's family.

Reimbursement plans must abide by the following rules:

- A. A specific amount of money is set at the beginning of the year
- B. The money is paid according to submission of expenses
- C. Unused money must remain in the church account

If the money is being set aside from the minister's salary, it is advisable that the estimate at the beginning of the year be low to minimize the risk of having money left unused at the end of the year.

## **LICENSED MINISTERS**

It is recommended that a licensed minister, who is working comparable hours to an ordained minister, be compensated at a minimum of 75% of the salary of an ordained person.

## **COMMISSIONED MINISTERS**

Given the variety of ministries performed by commissioned ministers their compensation is not within the purview of these minimum clergy compensation guidelines. Commissioned ministers may wish to consult with organizations/associations with guidelines in their particular area of ministry.

## **CONSIDERATIONS FOR SMALLER CHURCHES**

While the salary grid should be appropriate for a majority of the CAC churches, there are at least three situations that require additional comment.

1. Annual Church Budget of more than \$195,000 per year and fewer than 200 members - For churches with annual budgets of more than \$195,000 per year with fewer than 200 church members, it may not be equitable to pay the pastor strictly according to the Salary Grid. In such unusual situations, it is recommended that the pastor's salary reflect the complexity of the pastor's workload (e.g. people other than members served by the church, large physical plant), the church's total financial resources (including endowments and other special funds) and the size of the church's annual budget. Churches in this situation are encouraged to consult with their Associate Conference Minister.

2. Annual Church Budget less than \$120,000 per year - The minimum recommended salary and benefits package for a pastor with no prior experience and living in his or her own home with a housing allowance is \$81,056 (see Appendix No. 1). Assuming that this package is about 70% of the church's budget, the estimated minimum church budget compatible with the year 2008-09 guidelines is \$115,890.

For a church in a similar financial circumstance, which will house its pastor in a parsonage, the total package would be \$67,873 (see Appendix No. 2).

The CAC recognizes that churches with small congregations and annual budgets less than \$120,000 per year face challenges in meeting the minimum salary and benefit recommendations in these guidelines. Churches in this situation are encouraged to explore ways to allow for clergy coverage of the congregation while still providing salary and benefits at or above the minimum levels in these guidelines.

One option is to have a part-time pastor, allowing the clergy person to supplement his or her income by way of another job. It is important that health insurance coverage be provided through at least one of the positions. Another option for churches to consider is a yoked parish. Yoked parishes pool their financial resources to provide salary and benefits for a pastor whose duties are shared with another congregation.

3. Very Small Churches with Part-time Pastor - For churches with part-time ministers, the salary grid can be useful both in determining the compensation of the minister and comparing what they can pay with the cash salary grid in these guidelines. Moreover, as the example (see Appendix No. 3) of a church with 60 members and a total budget of \$35,000 shows, the grid can be used to determine how closely the compensation meets the conference guideline. An hourly rate, while not very exact, can be one way of projecting out the pastor's salary to what he or she would be paid if employed on a full-time basis.

## **PASTORAL RELATIONS COMMITTEE**

In dealing with compensation and other ministry concerns, it is recommended that each church have a Pastoral Relations Committee. This Committee should meet periodically with the pastor, advise the pastor of the concerns of the congregation, and act as an advocacy group for the pastor's leadership in the church. Constructive evaluation of a pastor's performance and concern for the pastor's compensation might begin with this committee.

## **SEARCH COMMITTEE**

Congregations are encouraged to contact their Associate Conference Minister to explore options for meeting church needs while providing equitable pay for their clergy. The CAC understands and appreciates the difficulties that local churches face in meeting their spiritual, mission, and evangelical calls. Their prayerful deliberation on this matter is acknowledged and joined by all within the Conference.

# APPENDICES

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**APPENDIX No. 1**

**Estimate of Minimum Recommended Salary and Benefits Package for the year 2008-09**

**\* Small Church, Entry Level – with Housing Allowance**

**(with fewer than 100 members)**

<u>Item</u>	<u>Cash Salary</u>	<u>Annual Cost</u>	
Cash Salary	\$33,761		
Housing Allowance		\$14,400	(a)
<b>MINIMUM BENEFITS</b>			
Health Insurance		\$16,086	(max. based on family plan)
Pension (14%)		\$7,258	(b)
Life Insurance & Disability (1.5%)		\$722	(c)
Dental		\$945	(max. based on family plan)
Social Security Offset (7.65%)		\$3,684	(d)
Continuing Education		\$1,200	
<b>EXPENSE REIMBURSEMENT</b>			
Professional Expenses (est.)		\$3,000	
<b>ESTIMATED TOTAL COST</b>		<b>\$81,056</b>	
Est. Minimum Church Budget		\$115,800	(e)

(a) See Housing section (p. 4) for ideas for setting housing costs – This estimate is based on monthly total mortgage and utility cost of \$1,200

(b) For pension, based on 14% of total of cash salary, housing allowance and S.S. offset = \$51,845

(c) Life insurance and disability are based on 1.5 % of cash salary and housing allowance = \$48,161

(d) SS offset is based on 7.65% of total of cash salary and housing allowance = \$48,161

(e) Assuming that Pastor's compensation package is 70% of entire church budget; the remaining 30% covers other operating expenses

Last revised: 05/02/08

**APPENDIX No. 2**

**Estimate of Minimum Recommended Salary and Benefits Package for the year 2008-09**

**\* Small Church, Entry Level – with Parsonage  
(with fewer than 100 members)**

**Cash Salary  
With Parsonage**

<u>Item</u>	<u>Annual Cost</u>	
Cash Salary	\$33,761	
<b>MINIMUM BENEFITS</b>		
Health Insurance	\$16,086	(max. based on family plan)
Pension (14%)	\$6,615	(a)
Life Insurance & Disability (1.5%)	\$658	(b)
Dental	\$945	(max. based on family plan)
Social Security Offset (7.65%)	\$3,358	(c)
Equity Fund	\$2,000	
Continuing Education	\$1,200	
Tenant's Insurance	\$250	
<b>EXPENSE REIMBURSEMENT</b>		
Professional Expenses (est.)	\$3,000	
<b>ESTIMATED TOTAL COST</b>	<b>\$67,873</b>	
Est. Minimum Church Budget	\$97,000	(d)

(a) Basis for pension contribution is salary base (130% of cash salary) + SS offset = \$47,247

(b) Life insurance and disability based on 130% of cash salary = \$43,889

(c) With parsonage, basis for S.S. offset is 130% of cash salary = \$43,889

(d) Assuming that Pastor's compensation package is 70% of entire church budget; for the parsonage situation the costs of owning and maintaining the parsonage need to be added into the 30 % operating expenses as well.

Last revised: 05/02/08

### APPENDIX No. 3

#### Estimate of Minimum Recommended Salary and Benefits Package for the year 2008-09

#### Part-time Pastor Very Small Church, years of Pastoral Experience – with Housing Allowance (with fewer than 60 members)

<b>Cash Salary</b>	
<u>Item</u>	<u>Annual Cost</u>
Cash Salary	\$8,302 (a) (12 hours/week)
Housing Allowance	\$8,302 (b)
<b>MINIMUM BENEFITS</b>	
Health Insurance	\$1,024 (25% of Pastor's total)
Pension (14%)	\$2,325 (c)
<b>EXPENSE REIMBURSEMENT</b>	
Professional Expenses (est.)	\$860
<b>ESTIMATED TOTAL COST</b>	<b>\$20,813</b>
Est. Minimum Church Budget	\$35,000 (d)

(a) Assuming this pastor has five year's experience, the full-time equivalency (FTE) for this size church, salary for 2008-09 would be \$35,449, at 12 hours per week (calculated as 30% time, the '08-'09 grid calls for a 30% cash salary of \$10,635. this means that this pastor is paid at 78% of the guideline. This can provide a goal or target for the church for the future.

(b) See Housing section (p. 4) for ideas for setting housing costs – This estimate is based on annual costs of mortgage and utilities of \$8,302.

(c) For pension, based on 14% of total of cash salary and housing allowance = \$16,604

(d) For this church, the pastor's package is 60% of the total church budget.

Last revised: 05/02/08

#### **APPENDIX No. 4**

- A. rental housing cost data by zipcode, area and type of housing  
[www.zilpy.com](http://www.zilpy.com)
- B. rental housing market data  
[www.rentbits.com](http://www.rentbits.com)
- C. median single family home prices by metropolitan area  
[www.realtor.org/wps/wcm/connect/c79e7c0048be3842b563ff0c8bc1f2ed/MSAPRICESF.pdf?MOD=AJPERES&CACHEID=c79e7c0048be3842b563ff0c8bc1f2ed](http://www.realtor.org/wps/wcm/connect/c79e7c0048be3842b563ff0c8bc1f2ed/MSAPRICESF.pdf?MOD=AJPERES&CACHEID=c79e7c0048be3842b563ff0c8bc1f2ed)
- D. median home prices by state  
[www.realtor.org/wps/wcm/connect/d8f9628048be3734b38fff0c8bc1f2ed/STATES.pdf?MOD=AJPERES&CACHEID=d8f9628048be3734b38fff0c8bc1f2ed](http://www.realtor.org/wps/wcm/connect/d8f9628048be3734b38fff0c8bc1f2ed/STATES.pdf?MOD=AJPERES&CACHEID=d8f9628048be3734b38fff0c8bc1f2ed)
- E. U.S. Census Bureau: median rental housing cost data by state  
[http://factfinder.census.gov/servlet/GCTTable?\\_bm=y&-geo\\_id=01000US&\\_box\\_head\\_nbr=GCT2514&ds\\_/name=ACS\\_2006\\_EST\\_G00\\_&-\\_lang=en&-mt\\_name=ACS\\_2006\\_EST\\_G00\\_GCT2514\\_US9&-format=US-9](http://factfinder.census.gov/servlet/GCTTable?_bm=y&-geo_id=01000US&_box_head_nbr=GCT2514&ds_/name=ACS_2006_EST_G00_&-_lang=en&-mt_name=ACS_2006_EST_G00_GCT2514_US9&-format=US-9)
- F. U.S. Census Bureau: median housing costs for owner-occupied housing with a mortgage  
[http://factfinder.census.gov/servlet/GCTTable?\\_bm=y&-geo\\_id=01000US&\\_box\\_head\\_nbr=GCT2511&ds\\_/name=ACS\\_2006\\_EST\\_G00\\_&-\\_lang=en&-mt\\_name=ACS\\_2006\\_EST\\_G00\\_GCT2511\\_US9&-format=US-9](http://factfinder.census.gov/servlet/GCTTable?_bm=y&-geo_id=01000US&_box_head_nbr=GCT2511&ds_/name=ACS_2006_EST_G00_&-_lang=en&-mt_name=ACS_2006_EST_G00_GCT2511_US9&-format=US-9)



Central Atlantic Conference 2009 Proposed Budget

	Actual 2007	Budget 2008	Proposed 2009
<b>CONFERENCE OPERATING INCOME</b>			
OCWM Basic Support	1,188,165	1,198,000	1,214,000
OCWM - Conference Only	22,965	32,000	23,000
OCWM Late carryover	784	10,000	10,000
Interest	21,547	5,000	20,100
Trust Administration Fee	25,000	25,000	25,000
Other Church Income	10,787	3,000	7,800
Friends of the Conference	34,274	60,000	50,000
Association Friends Challenge	0	0	0
Association Reimbursements	47,395	48,527	46,588
Miscellaneous Income	34,701	4,000	4,000
Church Development - Staff & Travel	52,000	52,000	52,000
General Synod Carryover	2,500	2,500	2,500
<b>TOTAL CONFERENCE INCOME</b>	<b>1,440,118\$</b>	<b>1,440,027\$</b>	<b>1,454,988\$</b>
<b>CONFERENCE OPERATION EXPENSES</b>			
Basic Support of UCC	407,048	419,300	424,900
<b>CONFERENCE OPERATIONS</b>			
Ministerial Salaries	370,122	409,878	442,776
Social Security Offset	26,712	30,721	33,489
Ministerial Benefits	107,318	127,472	130,923
Support Staff Salaries	184,057	149,963	151,908
Support Staff Benefits	88,666	69,880	71,925
Salary Adjustment	0	10,000	0
<b>TOTAL DIRECT STAFF</b>	<b>776,874\$</b>	<b>797,914\$</b>	<b>831,021\$</b>
Staff Travel and Related Costs	87,192	96,900	98,000
Rent Expense	43,494	43,000	43,000
Telephone	32,247	28,000	30,000
Postage	7,619	11,000	8,000
Office Supplies and Services	53,819	40,600	45,000
Other Expenses	36,552	75,019	75,000
Office Equipment & Loan Payments	1,985	12,000	8,500
<b>TOTAL RELATED EXPENSES</b>	<b>262,906\$</b>	<b>306,519\$</b>	<b>307,500\$</b>
<b>TOTAL CONFERENCE OPERATIONS</b>	<b>1,039,781\$</b>	<b>1,104,433\$</b>	<b>1,138,521\$</b>
<b>CONFERENCE FUNCTIONS</b>			
Conference Newsletter - "Newspirit"	925	2,100	1,700
General Synod	11,160	5,000	7,500
Board of Directors & Working Groups	20,113	12,700	24,000
Committees & Task Forces	3,620	13,000	13,300
<b>TOTAL CONFERENCE FUNCTIONS</b>	<b>35,818\$</b>	<b>32,800\$</b>	<b>46,500\$</b>
<b>CONFERENCE PROGRAMS &amp; PRIORITIES</b>			
Allocated by Working Group	9,543	12,500	8,700
Partners in Education	125	750	750
<b>TOTAL CONFERENCE PROGRAMS &amp; PRIORITIES</b>	<b>9,668\$</b>	<b>13,250\$</b>	<b>9,450\$</b>
<b>LANCASTER THEOLOGICAL SEMINARY</b>			
Regional & National Participation	2,500	3,750	3,000
Dues, Fees, Memberships	2,903	3,750	3,500
<b>TOTAL REGIONAL &amp; NATIONAL PARTICIPATION</b>	<b>5,403\$</b>	<b>7,500\$</b>	<b>6,500\$</b>
Misc expenses	2,045	0	0
<b>TOTAL OPERATING EXPENSES</b>	<b>1,505,764\$</b>	<b>1,583,283\$</b>	<b>1,631,871\$</b>
Return to or (draw from) Reserves	(75,000)\$	(75,000)	(75,000)
<b>BUDGET SURPLUS OR (DEFICIT)</b>	<b>9,355\$</b>	<b>(68,256)\$</b>	<b>(101,883)\$</b>

February 2008

To: Central Atlantic Conference annual meeting delegates  
From: The CAC Board of Directors

RE: Proposed Changes in the CAC Bylaws

Attached you will find proposed changes in the Central Atlantic Conference Bylaws that the CAC Board of Directors will recommend be approved at the CAC annual meeting in June. Because the Board's February meeting was cut short by inclement weather, the Board may recommend additional revisions (particularly the section regarding consideration of resolutions at annual meeting, Article III, Section 5) following its May meeting. Any such recommendations will be communicated to the Conference at that time.

These proposed changes are the result of more than a year's worth of work by a special committee of the Board of Directors. The committee solicited input from across the conference, met with persons who had suggestions on a range of issues, held six separate meetings to draft and review language, spent additional individual time in research, writing, copy-editing and formatting, and then submitted the language for additional review by the Board of Directors.

As part of this work, the Bylaws Committee has suggested additional changes for the CAC Personnel Policies and Procedures Manual. It is expected that these revisions, which are subject to approval by the Board, will be completed by the time of the annual meeting and can be further explained to interested persons at that time. These changes involve a variety of personnel issues, including those related to conference grievance procedures, outside employment policies, employees' classification and resignation and termination policies and procedures.

Throughout all of this, the committee's work has been informed by reviewing the policies and practices of the national church, those of other conferences, the UCC Manual on Ministry, and personnel practices in other non-profit, government and business settings.

Hearings on the proposed bylaws changes (and any other resolutions coming before the annual meeting) will be scheduled at 5 p.m. Friday June 13 at the University of Delaware to give interested persons a chance to ask questions. If you have questions in the meantime, please direct them to Bylaws Revision Committee Chairman Glenn Patterson at [glennpat@adelphia.net](mailto:glennpat@adelphia.net) or 410-848-5581.

Attached is a short document, explaining the rationale for the proposed changes, other than those of a minor grammatical or editorial nature. Once the revisions have been approved by the Annual Meeting, revised copies of the CAC Bylaws will be available on the conference website and mailed to all churches.

**Article II Section 1 b, c and d. Membership.**

This would clarify that churches and ministers participating in the Conference annual meeting must have maintained their standing. The revision would provide more specific language describing how such standing is to be terminated by local churches and/or ministers, or by associations.

**Article III. Meetings**

**Section 4. Quorum and Procedures, Section a.** This change would clarify that quorum requirements will apply both to the annual meeting as well as any specially-called meeting of the conference.

**Section 5. Resolutions. Sections c and e.** These changes would incorporate a recommendation from a subcommittee that studied the process through which resolutions are brought before a conference annual meeting. This would establish a consistent 60-day notification standard to give the Conference Minister and annual meeting delegates adequate time to review proposed resolutions. Resolutions that were not received until after that date could still be brought forward for consideration by a two-thirds vote of annual meeting delegates. That standard would also apply to resolutions approved at association meetings held within 60 days of the annual meeting. (In other words, it would require a two-thirds vote of the annual meeting for consideration.) This standard would also apply to Section 6, regarding resolutions related to conference finances.

**Section d.** These changes would clarify that resolutions approved by the annual meeting can be publicized and distributed by the Conference whether or not the resolution included specific language to that effect.

**Section 6. Actions Affecting Conference Finances.** This change would apply the same notification standard to measures related to Conference Finances. It would also raise the threshold for financial items requiring pre-notification to the board because of their potential impact on the budget or staff time. Based on the current CAC budget, the effect would be that any proposal with a financial impact totaling more than about \$16,000 in terms of cost or staff time would have to be brought before the board for recommendation before the annual meeting. The language regarding submission of proposals is deleted because the provisions of Article II Section 5, regarding all resolutions, would apply in these instances.

**Section 7.** This new section would make the Conference's policy on open meetings explicit.

**Article IV: Officers**

**Section 2. President and Vice President:** This language on the terms of the president and vice president would bring the Bylaws into conformance with current practice.

**Section 2 a:** This change would reflect current practice for managing Conference business, permitting business to go forward in cases where the president is traveling for an extended period of time or otherwise unavailable.

**Section 4. Terms of Office.** This change would clarify the intention of the bylaws in cases where a board member was nominated to fill an unexpired term on the board. The effect would be to permit a board member to serve two full elected terms, in addition to the portion of any incompleting term he or she was asked to fill.

**Section 8. Treasurer.** This change would reflect how the Treasurer currently works with the board to review the Conference's finances. The bylaws' financial requirements are detailed in Article VII: Finance, including requirements for an audit of the Conference's financial books at the end of each fiscal year. The Conference's professionally prepared audit is reviewed by the Treasurer and Board, and is available for review upon request.

#### **Article V: Board of Directors**

**Section 1. Composition.** This change would clarify board membership and voting rights.

**Section 2. Election.** This change would clarify the intention of the bylaws in cases where a board member was nominated to fill an unexpired term on the board. It also would clarify the meaning of "unexcused absences" for purposes of removing non-participating board members.

**Section 4. Meetings.** This change would clarify the bylaws' language regarding required notification to board members of board meetings and the proposed agenda for the meeting.

**Section 7. Executive Committee. (a)** This change would add the Associate Treasurer to the Executive Committee and make clear that the chairs of Working Groups must be board members.

**Section 8. Nominating Committee (f)** This change would bring the bylaws into conformance with national church policies. The language regarding membership in a church with standing in an association was deleted because it is already a requirement of the UCC's bylaws and constitution, which is the point of reference here.

**Section 9. Functional Organization.** This would clarify the rationale for organizing the board into working groups, define a working group, and make clear that the chair of a working group must be a board member. The language would enable the board to establish additional working groups or standing committees of the conference, if necessary, making clear that such committees must be accountable to a board working group.

#### **Article VI: The Conference Ministry**

Language changes would reflect that persons are "called" to these positions, no matter the

specific body that approves the call.

**Section 1: The Conference Minister. (b)** These changes would bring this section into conformance with other sections of the bylaws outlining procedures for special meetings of the conference; under those provisions, 30-days notice would be required before a vote to terminate a Conference Minister. The section also would make clear that such a motion must be brought forward by the Board of Directors and would require a two-thirds vote for approval.

**The Conference Minister. (c) Functions (g):** This change, recommended by a committee from Little River UCC in Annandale, VA, would detail the Conference Minister's financial responsibilities.

**Section 2: Associate Conference Ministers. (a)** These changes would clarify the process to be followed, from start to finish, when an Associate Conference Minister is called. This would memorialize the process that has been followed in recent years for calling Associate Conference Ministers on other than an interim basis and make explicit the expected composition of such a search committee.

**Associate Conference Ministers (b)** These changes would clarify the processes that the board would follow to terminate an Associate Conference Minister.

**Associate Conference Ministers (c)** A new paragraph would provide the authority for the board to provide for coverage of responsibilities in case an Associate Conference Minister becomes incapacitated.

**Associate Conference Ministers (d)** The duties of an Associate Conference Minister are outlined in his or her letter of call, and may or may not include the functions that are listed here, depending on the assignment. This language would clarify the board's intent that the Conference Minister and the Associate Conference Ministers shall work together to develop more specific work plans, subject to review and approval by the working group of the board that has responsibility for personnel matters. The Conference's personnel policies would be identified as the source for specific requirements and policies regarding job evaluations, as they are now.

**Article X. Amendments:** This change would provide the Conference with additional flexibility to notify delegates of proposed bylaws amendments by electronic means, if necessary. Conference practice has been to provide such information in writing, with electronic means used as a back-up and potential cost saver. The required time notification would be changed to conform with the language proposed for other resolutions submitted to the Conference annual meeting.

Adopted  
June 12, 2004

Draft as of August 28, 2007

**BYLAWS  
OF THE  
CENTRAL ATLANTIC CONFERENCE  
OF THE  
UNITED CHURCH OF CHRIST**

ARTICLE I - PURPOSE

The Central Atlantic Conference of the United Church of Christ exists to provide its Associations, Churches, clergy and laity with an extensive and varied support system, challenging them to a higher, broader and deeper vision of Christian ministry; strengthening and sustaining them in their efforts to be faithful in mission, and linking them to wider church agencies and each other; to lift up and celebrate our unity in Christ, the gift of our heritage and the richness of our diversity; and to be an agent of mission in our society and the global community.

The purpose of the Conference, in all its elements, is to support, challenge and strengthen the local churches, bringing them together in community and mission and in relation to the larger church and society, consistent with the Constitution and Bylaws of the United Church of Christ.

In order to fulfill that purpose, all appointments called for in these Bylaws shall be made in such a way as to assure a reasonable and useful diversity in terms of areas of residence, cultural background, expertise, age, race, gender, sexual orientation, disabilities and clergy-lay representation.

ARTICLE II - MEMBERSHIP

Section 1. Members. The following shall be members of the Conference:

(a) All local churches and authorized ministers who have standing in the Potomac Synod of the Evangelical and Reformed Church and in the Associations of The Middle Atlantic Conference of Congregational Christian Churches at the time the Articles of Consolidation of the aforesaid Synod and Conference shall have been

adopted.

(b) Such other local churches and authorized ministers as may thereafter be ~~received into and~~ granted standing and have maintained standing ~~by in~~ any Association of the United Church of Christ within the boundaries of the Conference or by the Conference itself.

(c) A local church with standing in an association may have its standing terminated by vote of the congregation according to its own bylaws, and notification to the association. A minister with standing may request termination of his/her standing in writing to the association.

(d) An association may ~~initiate the termination~~ ~~FOR SHOULD THIS BE just~~ ~~"terminate"~~ ~~of terminate the~~ standing of a local church or a minister.

Section 2. Privileges and Responsibilities. All members of this Conference are entitled to participate fully in all the privileges and responsibilities of the Conference, subject to the limitations contained in the Constitution and Bylaws of the United Church of Christ currently in force and as they may be subsequently amended.

### Section 3. Voting Members.

(a) Each local church shall be entitled to representation at meetings of the Conference by the chief lay officer designated by the local church and two lay delegates, plus an additional lay delegate for each additional 500 members, or major fraction thereof, above an initial 300 members, and one additional lay delegate provided such delegate is under thirty years of age. Representation shall be based on the last published edition of the Yearbook of the United Church of Christ.

(b) Each authorized minister who has standing as specified in Section 1 of this Article shall be a voting member.

(c) Members of each Association's governing body, members of the Conference Board of Directors, and the Conference delegates to the General Synod shall be voting members.

## ARTICLE III - MEETINGS

### Section 1. Annual Meeting.

(a) Time and Place. The Annual Meeting of the Conference shall be held at such time and place as shall have been fixed by the Conference at the last preceding Annual Meeting, or in the event of the failure of such action, or in other emergencies, by the Board of Directors.

(b) Role of Board of Directors. The Board of Directors shall plan and administer the operations of the Annual Meeting. It may appoint committees as required to plan and oversee the Annual Meeting. It shall publish an accurate account of the Annual Meeting for distribution to members of the Conference.

(c) Functions. The Annual Meeting shall:

(1) establish major goals and objectives for the Conference program for the forthcoming year in light of program recommendations from the Associations and/or the Board of Directors.

(2) act to continue programs on the basis of performance evaluations.

(3) act on proposals from local churches, from delegates, from Associations of the Conference, the Board of Directors, and from the United Church of Christ.

(4) elect Conference officials as specified in these Bylaws, after receipt of a report from the Nominating Committee. Additional nominations may be made from the floor, except as otherwise provided by these Bylaws.

(5) involve the delegates in the ongoing work of the Conference through planned opportunities for information sharing, decision-making, corporate worship, and personal fellowship.

Section 2. Special Meetings. Special Meetings of the Conference shall be called by the Board of Directors when it deems such meetings necessary or on petition to it of at least ten percent of the local churches composing the Conference. Only such business as shall be stated in the call of the meeting may be transacted.

Section 3. Notice of Meetings. Notice of the time and place of the Annual Meeting of the Conference and notices of Special Meetings stating the time, place, and purpose of such Special Meeting shall be sent under the direction of the President to each member of the Conference at least thirty days prior to the date of such meeting.

Section 4. Quorum and Procedures.

(a) Quorum. A quorum shall consist of 130 delegates present and eligible to vote, of whom at least 50 are clergy delegates and at least 50 are lay delegates. A quorum established at the initial plenary session is established for the remainder of ~~that~~ annual-the meeting.

(b) Parliamentary Authority. The most recent edition of Robert's Rules of Order Newly Revised shall govern all questions of order except as set forth in these Bylaws or in the standing rules adopted at the Annual Meeting.

#### Section 5. Resolutions.

(a) Definition. A resolution is A-a statement of concern with recommendation for action, approved by the Conference and directed primarily to local churches and the public; also a formal proposal or request by the Conference to the General Synod.

(b) Initiation. Any local church which is a member of the Conference, any group of ten or more members of one or more such local churches, any Association within the Conference, or the Board of Directors may propose a resolution to be acted upon at a meeting of the Conference. Each proposal shall be accompanied by the name and address of the sponsor and the name and address of one or more advocates who could defend the proposal before appropriate committees or task forces of the Conference, the Board of Directors, or the assembled Conference in session. For the purposes of this section, the term "local church" shall be construed to mean the congregation or any person or organized body authorized by that congregation to act in its behalf.

(c) Receipt. Each proposal shall be forwarded in time to reach the Conference Minister at least sixty days before the date of the meeting at which the action is to be taken. Upon receipt, each proposal shall be carefully reviewed by the Conference Minister to avoid duplication and to assure that each proposal is factually correct and in proper form. Any proposal not received at least 60 days before the date of the meeting may be received for consideration upon the affirmative vote of two-thirds of the voting members present and voting.

(d) Distribution. A copy of each proposal received by the Conference Minister as indicated above, revised as necessary, shall be distributed with the call of the meeting. Any proposals received after the deadline date must be received in sufficient copies for further distribution to the committee, task force, or person having cognizance of the subject matter, and to any other person or group suggested by the sponsor, and shall be distributed by mail if at all feasible, or shall be distributed at the meeting.

(e) Adoption. Resolutions shall be adopted upon the affirmative vote of a majority of the voting members present and voting.

~~Any proposal not distributed with the call of the meeting, or any introduced on the floor of the Conference in session, may be considered upon the affirmative vote of two-thirds of the voting members present and voting. For Associations only, the two-thirds rule is waived for any proposal approved at a meeting of an Association and received at the conference office at least twenty-one days prior to the Conference meeting.~~

(f) Dissemination. Those proposals ~~which~~ that are adopted shall be distributed to the local churches and ministerial members for study and action. ~~If so indicated at the time of adoption, certain~~ Adopted proposals may be distributed to public or other officials and/or to the news media for ~~publication~~ dissemination.

Section 6. Actions Affecting Conference Finances. Any proposal that affects the Conference finances, or staff time, to the extent of an amount equal to ~~one-half of one~~ one per cent or more of the proposed budget, either as a Budget item or outside the Budget, shall be brought to the attention of the Board of Directors for review and recommendation prior to action at the meeting where such action is required. (see Article III Section 5-c)~~Any proposal not received at least 60 days before the date of the meeting may be received for consideration upon the affirmative vote of two-thirds of the voting members present and voting. Such proposal shall be submitted to the Conference office at least 60 days prior to such meeting, and shall be distributed at least 20 days prior to the meeting, preferably with the Call of the Meeting. Any such proposal submitted too late to meet this schedule may be introduced on the floor of the Conference in session, and may be considered upon the affirmative vote of two-thirds of the voting members present and voting.~~

Section 7. Open Meetings. The policy of the Conference shall be that all meetings of the Conference, the Board of Directors, and its bodies shall be open to the public. Exceptions may be made when matters regarding personnel, ministerial standing and/or possible legal action will be considered.

#### ARTICLE IV - OFFICERS

Section 1. Officers. The officers of the Conference shall be a President, Vice-President, Moderator, Associate Moderator, Secretary, Treasurer, and Associate Treasurer.

Section 2. President and Vice-President. The President and the Vice-President of the Board of Directors shall be, respectively, the President and Vice-President of the Conference. They shall normally serve one-year terms, with the expectation that they will serve two consecutive terms to provide continuity, and shall be chosen as hereinafter provided.

(a) The President ~~may shall~~ sign and execute in the name of the Conference all deeds, mortgages, bonds, contracts, or other instruments required to be signed on behalf of the Conference, ~~except in cases in which the signing and execution thereof shall have been expressly delegated to some other officer or agent of the Conference, or shall designate the Conference Minister or some other Officer of the Board to function in his/her absence.~~

(b) The Vice-President shall perform the duties of the President in the absence of, or at the request of, the President. Should a vacancy occur in the office of President, the Vice-President shall assume the duties of the President until such time as a President has been chosen for a full term.

Section 3. Election. The Conference shall elect at its Annual Meeting for a term of one year the President and Vice-President of the Board of Directors; the Moderator and Associate Moderator. The Conference shall elect at its Annual Meeting: in even numbered years, a Treasurer for a term of two years; and in odd numbered years, a Secretary, and an Associate Treasurer for terms of two years.

Section 4. Term of Office. Officers elected by the Conference shall begin their terms immediately following the close of the meeting at which they are elected. All officers shall serve until their successors have been elected. With the exception of the Moderator and Associate Moderator, officers shall be eligible to serve two full consecutive elected terms. On completion of the second full term, such officers they shall be ineligible for election to the same office for a period of one year.

Section 5. Moderator. The Moderator shall preside at all meetings of the Conference; shall appoint all committees which function only during meetings of the Conference; and shall decide questions of order.

Section 6. Associate Moderator. The Associate Moderator shall perform the duties of the Moderator at the request of, or in the absence of, the Moderator.

Section 7. Secretary. The Secretary shall keep an accurate record of the proceedings of the Conference meetings, and shall serve also as Secretary of the Board of Directors.

Section 8. Treasurer. The Treasurer shall oversee the receipt and proper disbursement of all funds and other assets, including OUR CHURCH'S WIDER MISSION and other benevolence contributions. The Treasurer shall regularly review financial reports and present such reports to the Board of Directors, ~~and shall present a duly audited written annual report to the Annual Meeting of the Conference. The Treasurer, in conjunction with the Budget and Finance Working group, shall be~~

~~responsible for the details of the budgeting process in accordance with guidelines adopted by the Board of Directors.~~ The Treasurer shall report on the ~~comparison of~~ financial operations ~~with the budget~~ and make recommendations at each meeting of the Board .

Section 9. Associate Treasurer. The Associate Treasurer shall perform the duties of the Treasurer at the request of, or in the absence of, the Treasurer.

## ARTICLE V - BOARD OF DIRECTORS

Section 1. Composition. The Board of Directors shall consist of the President, Vice-President, Moderator, Associate Moderator, Secretary, Treasurer, Associate Treasurer and members elected as hereinafter provided. The Conference Minister and Associate Conference Ministers and chairs or duly appointed representatives of Board-appointed committees shall be ex officio members of the Board of Directors with voice but not vote.

Section 2. Election. Each Association within the Conference shall be entitled at each Annual Meeting to certify to the Conference Nominating Committee the name of one member of one of the local churches which have standing in such Association for nomination as a member of the Board of Directors, and the name of this person shall be placed in nomination by the Nominating Committee to be elected to the Board of Directors by the Conference for a term of three years; if such nominees shall have been nominated by election at a regular meeting of their Associations, then no additional nominations shall be accepted. The Nominating Committee also shall present at each Annual Meeting names of members of local churches ~~which~~ that have standing in the Associations, two of which are to be elected as members at large of the Board of Directors for a term of three years. Members of the Board of Directors may be re-elected once and shall take office at the close of the meeting at which they are elected. A member of the Board of Directors shall be eligible for election to two consecutive three-year terms, in addition to whatever portion of an unexpired term the member may fill. A member of the Board ~~who misses having unexcused absences for two~~ consecutive meetings of the Board without notifying the Conference staff in advance ~~shall~~ may be disqualified from membership, and that director's Association or the Nominating Committee (whichever is appropriate) shall name a substitute member of the Board to serve the unexpired term of the disqualified director.

Section 3. Organization. Members of the Board of Directors shall take office at the close of the meeting at which they are elected. Immediately following the Annual Meeting of the Conference, the Board of Directors shall meet and organize itself and assign responsibilities to the individual Directors.

Section 4. Meetings. The Board of Directors shall meet as required. A majority of the members shall constitute a quorum. At the President's direction, at least seven days' notice of each meeting ~~(including a draft agenda)~~ shall be provided ~~sent~~ to each Board member, along with a proposed agenda.  
~~under the direction of the President.~~

Section 5. Duties. All actions, except as otherwise may be provided in these Bylaws, shall require the affirmative vote of a majority of the Board present and voting at the meeting. The Board of Directors shall:

(a) Set policy, plan for the future and evaluate present work and functioning of the Conference with staff advice. The Board shall take into account the needs and concerns of local churches and Associations, decisions of Annual Meeting, priorities and resolutions adopted by General Synod, and events around us in order to say which matters the Conference can and should address effectively. The Board shall also:

(b) Coordinate the implementation of Conference-wide programs in the Associations.

(c) Be responsible for the over-all planning, budgeting, and evaluation of the use of Conference resources.

(d) Determine personnel policy for the Conference Minister, Associate Conference Ministers, and all other persons employed by the Conference.

(e) Be responsible for carrying out the constitutional and legal requirements of these Bylaws and the Articles of Consolidation.

Section 6. Vacancies. In the case of a vacancy in the office of President of the Board of Directors, the Vice-President shall assume the duties of the President until the Conference at Annual Meeting elects a President for a full term. Unless otherwise provided herein, the Board of Directors shall fill all vacancies in office or in the membership of the Board until the next Annual Meeting of the Conference at which time the Conference shall elect a person to fill the unexpired portion of the term. In filling the unexpired term of a Board member who has been certified by an Association, the Board shall fill the vacancy with a person nominated by the appropriate Association Council or Board.

~~(e)~~ Section 7. Executive Committee.

(a) The following members of the Board of Directors shall constitute the Executive Committee: President, Vice President, Secretary, Treasurer, Assistant Treasurer, and the Board Members who serve as chairs of the Board of Directors' Working Groups.

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(b) Meetings of the Executive Committee may be called as needed to carry out the business of the Conference between the regular meetings of the Board of Directors. These meetings may be called upon the request of three (3) members of the Executive Committee, the President, or the Conference Minister. A quorum shall consist of a majority (excluding any vacancies) of the Executive Committee.

(c) The Executive Committee shall be subject to the direction of the Board of Directors, and none of its actions shall conflict with actions of the Board of Directors. All actions of the Executive Committee shall be reported in a timely manner to each member of the Board of Directors.

~~(d)~~(d) Executive Committee members may participate in a meeting via a means of communication ~~which~~ that enables all members to simultaneously hear each other, and such a participant shall be deemed to be present at the meeting. The Committee may vote by mail or electronic means if the number of ballots cast equals at least a quorum.

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#### Section 8. Nominating Committee.

(a) The Nominating Committee shall be composed of the Vice-President of the Board of Directors, as chair, and one member of each Association, appointed or elected by their respective Associations for a term of two years. Each member shall be a member of a local church ~~which~~ that has standing in an Association.

(b) The Nominating Committee shall be responsible for receiving, certifying, and placing in nomination the names of those individuals designated by their respective Associations as nominees to the Board of Directors for election by the Annual Meeting of the Conference in accordance with these Bylaws.

(c) The Nominating Committee shall nominate and present to each Annual Meeting the names of individuals who are to be elected at the Annual Meeting of the CAC as members -at-large of the Board of Directors for a term of three years, two of which are to be elected at each Annual Meeting of the CAC. Each nominee shall be a member of a local church ~~which~~ that has standing in an Association.

(d) The Nominating Committee shall nominate and present to each Annual Meeting the names of individuals for election by the Annual Meeting to serve as officers of the Conference. Each nominee shall be a member of a local church ~~which~~ that has standing in an Association.

(e) The Nominating Committee shall offer names of individuals to the Board of Directors for appointment to complete unfulfilled terms of officers and members-at-large. Each shall be a member of a local church ~~which~~ that has standing in an Association.

(f) The Nominating Committee shall ~~in-consultation-collaborate~~ with the

Conference Minister ~~submit in preparing the~~ names of individuals for nomination to the Boards and Committees of the National Bodies of the United Church of Christ in accordance with the By-Laws of the United Church of Christ and report such nominations to the Board of Directors. ~~—Each shall be a member of a local church which has standing in an Association.~~

Section 9. Functional Organization. The Board of Directors ~~may~~ shall organize itself into one or more Working Groups for the purpose of conducting Board business. The chair of each Working Group must be a member of the Board of Directors. In addition, the Board of Directors ~~and~~ may appoint other individuals or groups, not necessarily from the Board of Directors, as needed to implement the programs and promote the mission of the Conference as follows:

(a) Standing Committees ~~or individuals~~ to be responsible for continuing functions of the Conference.

(b) A Task Force or an individual to be responsible for a particular function- task for a specified period of time not to exceed three (3) years, such function- task defined so as to include necessary financial and staff resources. The mandate of a Task Force may be renewed.

(c) Individuals to be Conference representatives to external organizations.

All such appointed committees, task forces or individuals shall be accountable to the Board of Directors through a specified Working Group.

## ARTICLE VI - THE CONFERENCE MINISTRY

### Section 1. The Conference Minister

(a) Election Call.

1) The Conference shall elect-call a Conference Minister.

2) The Board of Directors shall serve as a nominating committee, and procedures in the Bylaws of the United Church of Christ for "Calling a Pastor" shall be used in the selection process (Article I, paragraph 116f; 1995 Edition or as subsequently amended) [IS THIS THE CORRECT CURRENT REFERENCE]. When a vacancy or potential vacancy exists, the Board of Directors shall appoint a ~~broadly-based~~ broadly based search committee to aid in this effort.

(b) Separation.

1) Should the Conference Minister desire to resign the office, at least ninety days notice shall be given to the Conference Board of Directors.

2) ~~Upon the recommendation of the Board of Directors, t~~The Conference may remove the Conference Minister from his/her office in a regular or special called business session. ~~Minister may be removed from his/her office only by a vote of the Conference in business session after at least 90 days notice of the proposed action to the Board of Directors.~~

a) The notification shall include the proposed action and the proposed effective date for the termination.

b) Removal shall be by a two-thirds vote of those present and voting at the meeting.

3) Should a vacancy occur in the position of Conference Minister through resignation, retirement, removal, or other cause, the Board of Directors shall be responsible for appointing such leadership as may be required to sustain the operations of the Conference.

(c) Functions.

1) With respect to the Conference itself, the Conference Minister shall:

a) be the spiritual leader and the chief executive of the Conference;

b) be responsible to the Conference and the Board of Directors, and make regular reports to them;

c) provide prophetic leadership relating the Gospel to the issues of society and the conditions of people;

d) coordinate the program adopted by the Conference or the Board of Directors, encouraging adequate emphasis on each facet of the program, and seeking to avoid duplication of work and conflict of emphasis; ~~and~~

e) be a pastor to the churches and pastors of the Conference along with the Associate Conference Ministers; ~~and~~

f) maintain the official records of the Conference; and

g) be accountable for the implementation of policies involving Conference financial matters, including provisions for assuring adequate oversight of such financial matters.

2) With respect to the United Church of Christ, the Conference Minister shall:

a) be the liaison between the Conference and the General Synod, the officers, and the instrumentalities of the United Church of Christ, transmitting their programs to the appropriate elements of the Conference in order that the local churches may be better informed and bound together in service;

b) forward recommendations of the local churches and other elements of the Conference to the proper instrumentalities or other organizations of the United Church of Christ;

c) certify the elected delegates to the General Synod; and

d) perform the responsibilities of a Conference Minister as stated in the Constitution and Bylaws of the United Church of Christ.

3) With respect to other denominations, religious groups and ecumenical organizations, the Conference Minister shall serve as the principal intermediary for the Conference with the ecumenical agencies functioning within the borders of the Conference; and see that proper and effective representation of them is made to the local churches.

(d) Incapacitation. In the event that the Conference Minister is unable to perform his/her duties as Conference Minister, the Board of Directors shall be responsible for appointing leadership as required.

## Section 2. Associate Conference Ministers.

(a) Election.—Call

~~1) The Associate Conference Minister(s) shall be elected by the Board of Directors at a duly called meeting.~~

~~1) ——— 2) When a vacancy or potential vacancy exists, the Board of Directors shall appoint a search committee, which will utilize the search and call policies and procedures of the United Church of Christ.—[IS THERE A MORE SPECIFIC REFERENCE THAT SHOULD BE INCORPORATED?]~~

~~a). When If an Associate Conference Minister is to serve a particular Association, at least one-third of the search committee members will be selected from that Association.~~

~~shall have preponderant participation on the search committee and in the search process.~~

~~2) Upon the recommendation of the search committee and the Conference Minister, the Board of Directors will call an Associate Conference Minister at a duly scheduled meeting.~~

(b) Separation.

1) Should ~~the~~ an Associate Conference Minister desire to resign ~~the office or retire~~, at least ~~ninety~~ 90 days notice shall be given to the Board of Directors.

~~2) The~~ An Associate Conference Minister may be removed ~~from office~~ by a two-thirds ~~(2/3)~~ vote of the Board of Directors, ~~or by vote of the Conference in business session, after at least ninety (90) days notice of the proposed action to the Board of Directors.~~

a) Such action shall be taken upon the recommendation of the Working Group of the Board of Directors delegated with personnel responsibilities and the Conference Minister.

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b) The Conference's Personnel Policies and Procedures shall be followed in this process. If there is an inconsistency between these By-laws and any Conference policy, the By-laws will take precedence.

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3) Should a vacancy in the position of Associate Conference Minister occur, the Board of Directors shall assure that the duties of the Associate Conference Minister are performed.

(c) Incapacitation: In the event that an Associate Conference Minister is unable to perform his/her duties, the Board of Directors shall be responsible for appointing leadership as required.

(de) Functions.

~~1) Upon the call of an Associate Conference Minister, and periodically thereafter, the Conference Minister and the Associate who has been called shall together develop a work plan, including the details and functions of the position, for presentation to and affirmation by the Working Group of the Board of Directors delegated with personnel responsibilities. After election, and periodically thereafter, the Associate Conference Minister, the governing body (bodies) of the Association(s) served by the Associate Conference Minister, the Conference Minister and the Board of Directors shall negotiate the details of the functions and duties of the position involved.~~

~~2) With respect to the Association, the Associate Conference Minister shall:~~

~~\_\_\_\_\_ a) be the spiritual and prophetic leader and the executive of the Association;~~

~~\_\_\_\_\_ b) be a pastor to the ordained ministers and their families; c) be a counselor and advisor to churches seeking pastors or requiring assistance in other matters;~~

~~\_\_\_\_\_ d) assist the Association in developing programs to aid local churches and ministers in the performance of their mission and ministry.~~

~~\_\_\_\_\_ (3) Associate Conference Ministers with specific program responsibilities after election and periodically thereafter shall negotiate the details of the functions and duties of their particular position with the Board of Directors in consultation with the Conference Ministe~~

~~\_\_\_\_\_ 2) Ongoing evaluation and review of work responsibilities will be undertaken according to Conference Personnel policies.~~

Section 3. Other Professional Staff. The Board of Directors may hire personnel as needed for special ministries or specific projects.

## ARTICLE VII - FINANCE

Section 1. Stewardship. The Conference, in seeking financial participation by the local churches and by individuals, shall adhere to the policy of the United Church of Christ.

Section 2. Fiscal Year. The fiscal year shall be the calendar year.

### Section 3. Budget.

(a) System. The Conference shall operate under a budget system that provides for estimated programmed expenditures not to exceed the total realistically anticipated receipts.

(b) Preparation. The Board of Directors, after consultation with the Conference and the Associations, shall prepare a budget for the total operation of the Conference for the calendar year following the Annual Meeting. This proposed budget shall be recommended to the Annual Meeting for approval.

(c) OUR CHURCH'S WIDER MISSION (OCWM).

The Conference in business session shall determine the percentage of OCWM receipts shared with the national and global ministries of the United Church of Christ.

(d) Adjustment.

1) The Board of Directors is authorized to adjust the budget subsequent to its approval at the Annual Meeting as deemed advisable to meet changing conditions. All such changes shall be reported to the Conference at the next Annual Meeting.

2) The percentage of OCWM receipts shared with the national and global ministries may be adjusted only by vote of the Conference.

Section 5. Audit. The Board of Directors shall provide for an audit of the Conference financial books and records at the end of each fiscal year.

ARTICLE VIII - THE ASSOCIATIONS

Section 1. Composition and Function. An Association is that body within the Conference ~~which~~ that is composed of all local churches in a geographical area and all ordained ministers who have standing in that Association. It determines, confers, and certifies to the standing of the local churches of the United Church of Christ within its area. It determines, confers, and certifies to ordination and ministerial standing in the United Church of Christ.

Section 2. Associational Areas. Associational areas within the Conference shall be as follows:

(a) ~~The Shenandoah Association~~-- that portion of Virginia and West Virginia within the Conference area and not in the area of any other Association.

(b) ~~The Catoctin Association~~—that portion of Maryland, Virginia, Pennsylvania, and West Virginia within the Conference area and not in the area of any other Association.

(c) ~~The Chesapeake Association~~—that portion of Maryland and Delaware within the Conference area and not in the area of any other Association.

(d) ~~The Potomac Association~~—the District of Columbia, that portion of Virginia and Maryland within the Conference area and not in the area of any other Association.

(e) ~~The New Jersey Association~~—that portion of New Jersey within the Conference area and not in the area of any other Association.

Section 3. Organization, Program and Accountability.

Each Association shall initiate and implement programs to carry out the mission of the United Church of Christ. Each Association shall elect a governing body, and shall establish such organizational elements as it deems appropriate. Mutual accountability between the Conference and its Associations is the responsibility of the Conference Minister, the Associate Conference Ministers, and the members of the Board of Directors.

ARTICLE IX - DELEGATES TO GENERAL SYNOD

The delegates to the General Synod shall be selected in accordance with the Constitution and Bylaws of the United Church of Christ and the Standing Rules of the General Synod.

ARTICLE X - AMENDMENTS.

These Bylaws may be amended at any Annual Meeting or Special Meeting by a two-thirds vote of the members present and voting, provided that said amendment has been previously approved by the Board of Directors, or submitted in writing by at least ten local churches of the Conference, and copies of the proposed amendment have been mailed or distributed by electronic means to all members at least ~~thirty-60~~ 30 days prior to the meeting at which the vote is to be taken. Unless otherwise specified in the enabling action, amendments shall become effective immediately upon affirmative vote.

## **Rationale for Changes (other than minor grammatical or editorial fixes)**

Article II Section 1 b, c and d. Membership.

This is to clarify that churches and ministers participating in the Conference Annual meeting must have maintained their standing. The language provides more specific language describing how such standing is to be terminated by local churches and/or ministers, or by associations.

Article III. Meetings

Section 4. Quorum and Procedures, Section a. This change was made to clarify that quorum requirements will apply both to the annual meeting as well as any specially-called meeting of the conference.

Section 7. This section was added to make Conference policy on open meetings explicit.

Section 5. Resolutions. Sections c and e. These changes would incorporate a recommendation from a subcommittee that studied the process through which resolutions are brought before a conference annual meeting. This would establish a consistent 60-day notification standard to give the Conference Minister and annual meeting delegates adequate time to review proposed resolutions. Resolutions that were not received until after that date could still be brought forward for consideration by a two-thirds vote of annual meeting delegates. That standard would also apply to resolutions approved at association meetings within 60 days of the annual meeting. This standard would also apply to Section 6, regarding resolutions related to conference finances.

Section d. These changes clarify that resolutions approved by the annual meeting can be publicized and distributed by the Conference whether or not the resolution included specific language to that effect.

Section 6. Actions Affecting Conference Finances. This change would apply the same notification standard to measures related to Conference Finances. It would also raise the specified amount for items requiring pre-notification to the board because of their potential impact on the budget or staff time. Based on the current CAC budget, that amount would equal about \$16,000. Language regarding submission of proposals is deleted because the provisions of Article II Section 5, regarding all resolutions, would apply in these instances.

Article IV: Officers

Section 2. President and Vice President: This language on the terms of the president and vice president brings the Bylaws into conformance with current practice.

Section 2 a: This change was made to reflect current practice for managing Conference business.

Section 4. Terms of Office. This change would clarify the intention of the bylaws in cases where a board member was nominated to fill an unexpired term on the board.

Section 8. Treasurer. This change describes how the Treasurer currently works with the board to review the Conference's finances. The bylaws' financial requirements are detailed in Article VII: Finance, including requirements for an audit of the Conference's financial books at the end of each fiscal year. The Conference's professionally prepared audit is reviewed by the Treasurer and Board, and is available for review upon request.

#### Article V: Board of Directors

Section 1. Composition. This clarifies board membership and voting rights.

Section 2. Election. This change would clarify the intention of the bylaws in cases where a board member was nominated to fill an unexpired term on the board. It also clarifies the meaning of "unexcused absences" for purposes of removing non-participating board members.

Section 4. Meetings. This change is designed to clarify the bylaws' language regarding required notification to board members of board meetings and the proposed agenda for the meeting.

Section 7. Executive Committee. (a) This change would add the Assistant Treasurer to the Executive Committee and clarify that the chairs of Working Groups must be board members.

Section 8. Nominating Committee (f) The language was modified to reflect national church policies. The language regarding membership in a church with standing in an association was deleted because it is already a requirement of the UCC's bylaws and constitution, which is the point of reference here.

Section 9. Functional Organization. This clarifies the rationale for organizing the board into working groups, and makes clear that the chair of a working group must be a board member. The language provides the board with the flexibility it needs to establish additional working groups, or, in some cases, standing committees of the conference, making clear that such committees would be accountable to a working group.

#### Article VI: The Conference Ministry

Language changes reflect that persons are "called" to these positions, no matter the specific body that approves the call.

Section 1: The Conference Minister. (b) These changes bring this section into conformance with other sections of the bylaws outlining procedures for special meetings of the conference, and specify a 30-day notification period before a vote to terminate a Conference Minister.

The Conference Minister. (c) This change, recommended by a committee from Little River UCC, outlines the Conference Minister's financial responsibilities.

Section 2: Associate Conference Ministers. (a) These changes were made to clarify the process to be followed, from start to finish, when an Associate Conference Minister is called. This

memorializes the process that has been followed in recent years for calling Associate Conference Ministers on a regular basis.

Associate Conference Ministers (b) These changes clarify the processes that the board will follow to terminate an Associate Conference Minister. A new paragraph provides the authority for the board to provide for coverage of responsibilities in case an associate conference minister becomes incapacitated.

Associate Conference Ministers (c) The duties of an Associate Conference Minister are outlined in his or her letter of call, and may or may not include the functions that had been listed here, depending on the assignment. This language clarifies the board's intent that the Conference Minister and the Associate Conference Ministers shall work together to develop more specific work plans, subject to review and approval by the working group of the board that has responsibility for personnel matters. The Conference's personnel policies are identified as the source of specific requirements and policies regarding job evaluations.

Article X. Amendments: This change provides the Conference with the flexibility to notify delegates of proposed bylaws amendments by electronic means, if necessary. Conference practice has been to provide such information in writing, with electronic means used as a back-up and potential cost saver. The required time notification was changed to conform with the language proposed for other resolutions submitted to the Conference annual meeting

## **In Support of Physician Assistance in Dying**

**Sponsor/Advocate** - - William A. Neal, Member of Christ Congregational Church, 9525 Colesville Road, Silver Spring, Maryland 20901

### **Background**

There is nothing idyllic about dying. It is often bound up with pain, being alone, anxiety, anger, helplessness, resignation, denial and despair. Individuals who are dying slowly often go through severe, unrelenting and intolerable physical discomfort or pain, and laws prohibiting physician assistance in dying have the effect of forcing them to endure that suffering. These conditions clearly affect attitudes about living and dying.

Suffering is just a word until it happens to you or to someone you love! We can afford to theorize about death when it is not immediately before us. Suffering is one thing when it is an abstraction, but quite another when it is our own.

In a Harris Interactive Poll conducted in April 2005, 70% of the American public indicated their support for assistance in dying. In a poll of 1,000 physicians, conducted by the Finkelstein Institute and HCD Research in February 2005, 57% of those polled believe that it is ethical to assist an individual who has made a rational choice to die due to unbearable suffering.

There is arguably no moral or ethical difference between the following three situations:

- (1) A patient requests withdrawal/disconnecting of life sustaining treatment. Doctor complies. Patient dies.
- (2) A patient requests administration of medication to control pain, knowing that this may hasten death. Doctor complies. Patient dies.
- (3) A terminally ill patient requests a prescription for a lethal drug, with the intent to die. Doctor complies, aware of intent. Patient takes medicine and dies.

The result in each case would be the same - - a terminally ill patient whose death was hastened.

The claim is sometime made that a terminally ill person who elects to take lethal medication is not acting freely, but is responding to a variety of subtle pressures (from family members or society; concerns may be financial or otherwise). But, isn't the terminally ill patient who is considering a hastened death by refusal of life support just as vulnerable?

It is often the fortunate patient who can tell physicians to "pull the plug" - - for those who do not have a plug, assistance in dying is the humane and ethically equivalent solution.

Some people have difficulty in accepting physician assistance in dying since they feel this amounts to suicide which is condemned by their religious beliefs. But, doesn't the person who can legally ask to be unhooked from a ventilator or feeding tube, knowing that he or she will die, in effect commit suicide? The word "suicide" is incorrectly used when applied to dying patients. A terminally ill patient who asks for medicine to help him or her die does not initiate the dying process. It is already underway and death cannot be prevented.

"Terminal sedation" is a procedure doctors legally use whose primary purpose is to relieve the suffering of a dying patient. With terminal sedation, the suffering patient is sedated to unconsciousness and all life-sustaining interventions, including nutrition and hydration are withheld. Generally, the patient then dies of dehydration, starvation, or some other intervening complication. Although death is inevitable, it usually does not take place for days or even weeks, depending on clinical circumstances. In the opinion of many, this is no different than a physician writing a prescription for a lethal dose of barbiturates for a terminally ill patient.

While much concern has been voiced over the possibility that physician assistance in dying will be used to save expenses, perhaps we should also consider the possibility of excessive treatment that does nothing for the patient. Do physicians too often prolong the death of a terminally ill patient?

So, should death be postponed by extending life beyond its "natural end?" Pope John Paul II told a group of physicians on March 23, 2002, that resorting to extreme measures to try to keep alive the terminally ill at all costs does not respect the patient. Death is a personal event. It belongs to the dying. It does not belong to the physician.

With respect to the argument that human life is sacred, and therefore should not be snuffed out under any circumstances, there is the counter argument that it is a desecration to needlessly let a dying human being continue to suffer. We must sanctify life to its natural end, but when we use medical technology to extend lives beyond their natural ends we must be careful of what we sanctify. Doesn't the sanctity of life mean more than the avoidance of death?

Dying is one part of the normal life process. That we die is certain. When and how we die is not. An individual on the threshold of death no longer has a choice between living and dying, but only the choice of how to die. We die only once, so we should choose to die well. If you had a choice between a slow, agonizing death, and a quick merciful death, which would you choose?

Some say that suffering is ennobling, as a way God sometimes tests and educates us (a sharing in Christ's passion and a union with the redeeming sacrifice which he offered), and is a natural part of dying that prepares the soul for the afterlife. These individuals

would argue that only God should select the moment of death. But, perhaps, they need to ask two questions: Do they believe in a loving God? Do they believe their loving God would want them to suffer like that? The clear precedent of Jesus' countless efforts to alleviate suffering through his healing ministry, makes clear that there is no obligation incumbent upon us to endure suffering for its own sake.

It does not seem to be fear of death itself, but fear of what one might experience before death that terrifies most individuals who are terminally ill. Experiences of late-stage terminal illness include such things as panic attacks, loss of autonomy, severe body wasting, intractable vomiting, urinary and bowel incontinence, general lack of bodily control, failing memory, difficulties coping with domestic chores, the inability to eat/speak/or read, total dependence, and no longer being able to recognize or interact with loved ones. Plus, the fear of lingering on, fear of bankrupting one's family with medical costs, fear of burdening others, fear of abandonment, fear of the unknown, etc. These things clearly affect dignity, self-respect and personhood, and collectively contribute to questions about the meaning, value and purpose of life. They are recognized as more important than pain in the desire for a hastened death.

In November 1997, Oregon became the first State to adopt a physician assistance in dying law. As of the end of the year 2007 (more than ten years after the law took effect), there have been only 341 cases of physician assistance in dying (there were 49 deaths in 2007; that equates to 15.6 Death With Dignity Act deaths per 10,000 total deaths). Oregon has very specific guidelines in place to regulate the practice of physician assistance in dying. In short, physician assistance in dying is presented as an option that no one need exercise - - it remains a matter of individual choice. A decision to live may be the direct result of having the option to die. So, in Oregon, a prescription for a lethal dose of barbiturates is a dying patient's security blanket.

A study published in October 2007, in the Journal of Medical Ethics found physician assistance in dying does not lead to a "slippery slope" that disproportionately affects vulnerable people. The report debunks opponent arguments that claim the law targets at-risk groups. Drawing on the experiences in Oregon and Netherlands, where the practice is legal, the five researchers concluded that there was no evidence of heightened risk for the elderly, women, the uninsured, persons with low educational status, the poor, racial or ethnic minorities, or the disabled.

In general, the studies from Oregon portray the individuals opting for assistance in dying as very concerned about loss of independence and control over their lives. The Oregon Death with Dignity 2007, report reflected that, of the individuals who chose physician assistance in dying in 2007, all were covered by some form of health insurance, 88% were enrolled in hospice care, 90% were able to die at home, 69% had some college, and cancer was the most common diagnosis in 86% of the cases.

Anonymous surveys suggest that physicians in most states already act at the request of terminally ill patients to speed their death, albeit clandestinely and without regulation. Legalizing the practice could prevent any problems associated with secrecy.

On September 9, 2007, the American Medical Women's Association announced that it supports the right of terminally ill patients to hasten what might otherwise be a protracted, undignified, or extremely painful death; that it believes physicians should have the right to provide a terminally ill patient with, but not administer, a lethal dose of medication so that the patient can hasten his/her death. The Association also supports the passage of assistance in dying laws, such as that passed in Oregon, which empower mentally competent, terminally ill patients and protects participating physicians.

On March 25, 2008, the American Medical Student Association adopted an aid in dying policy which states: "Terminally ill, mentally competent patients should have a measure of control over their death when faced with suffering which the patient finds intolerable. Doctors should have the right to provide such a patient with the means and/or knowledge to use medication to bring about a peaceful death.

### **Theological Statement**

God intends that created life be more than simply the existence of a human organism. The Gospel of John reports Jesus as saying, I came that you might have life, life in all its fullness (John 10:10). But life is also a perishable gift. Mortality is universal. There is a time to be born and a time to die.

When medical science shifts from expanding the length and quality of life and begins simply to postpone the reality of death, the sacredness of life is no longer being served. Such prolongation may cause unnecessary suffering and/or loss of dignity while providing little or nothing of benefit to the individual.

God's will does not involve suffering beyond limits of human endurance. It does not honor God to cling to an existence that has become an empty shell. The continuance of a mere physical existence is neither morally defensible nor is it God's will.

When illness takes away those abilities we associate with full personhood, leaving one so impaired that what is most valuable and precious is gone, the mere continuance of the body by medicine or drugs is a violation of the person.

Many persons, because of their religious beliefs or for other reasons will choose to draw the last possible breath no-matter-what. That choice will remain for every person who wants it. Some others, when end-of-life suffering becomes unbearable, will decide that continued existence on earth without hope or meaning is no longer "life in all its fullness," in fact, it is no longer tolerable. They may ask to have the choice of a peaceful release.

God has granted humanity the right of personal choice, which must include the end of life. The gift of abundant life is more than the avoidance of death, and over-regard for the body, without proper concern for the needs of the person, or the human spirit, can become a kind of biological idolatry. What is required is a balanced appreciation of the whole person. At some point, an individual has the right to die and not be simply maintained.

We are co-creators with God, given free will, and the ability to make compassionate choices. The proposed Resolution, on grounds of compassion and choice, would permit physician assistance in dying to be legal if strict safeguards to prevent abuse are provided.

Since God has made human beings responsible for the very beginning of human life, it is consistent to assume that the same God has made the end of human life a human responsibility. Thus, the principle of the sanctity of human life must yield to the principle of self-determination when someone is terminally ill.

Choosing death with dignity over a life that has become either hopelessly painful and dysfunctional or empty and devoid of all meaning allows us to honor the God in whose image we were created.

## **The Resolution**

WHEREAS life is both a sacred and a perishable gift from God; and

WHEREAS medical technology, pain management and palliative care have made great advances, yet some persons still face intolerable suffering during a terminal illness; and

WHEREAS the purpose of medicine is to alleviate suffering, and sometimes ending a life is the only way to do it; and

WHEREAS by establishing a set of procedures for legal assistance in dying, each State can ensure that only people who are truly terminally ill and of sound mind qualify for physician assistance in ending their lives, and can get out of an insufferable state if it comes to that; and

WHEREAS the crucial question for dying patients is whether they are living or existing; and

WHEREAS if the intent in withholding or with-drawing life sustaining treatment is to cause a merciful death, this purpose can be accomplished faster and more humanely, and at the time of the patient's choosing, by physician assistance in dying; and

WHEREAS a terminally ill person no more commits suicide in taking a physician prescribed lethal dose of barbiturates than does a terminally ill person who asks to be unhooked from a ventilator or feeding tube, knowing he will die; and

WHEREAS life's very sacredness means that it should not be allowed to linger in suffering or indignity, and that physician assistance in dying can be a greater form or respect for human life's sanctity; and

WHEREAS it is clear that our loving God would not want anyone to suffer needlessly; and

WHEREAS permitting a hopelessly ill person to die by not imposing extraordinary measures is widely accepted today by religious groups as being part of God's will; and

WHEREAS physician assistance in dying is a last resort for those few cases in which Hospice care becomes ineffective or unacceptable to dying patients; and

WHEREAS assistance in dying is well within the physicians's role, since resorting to extreme measures to try to keep alive the terminally ill at all costs does not respect the patient; and

WHEREAS denial of physician assistance in dying is, in fact, doing harm, when it perpetuates a patient's continued suffering; and

WHEREAS in order to restore the balance between a physician's obligation to prolong life and the obligation to relieve suffering, a peaceful death to end such suffering must be acknowledged as a legitimate goal of medicine and as an integral part of a physician's responsibility; and

WHEREAS individuals who don't want physicians to ease their pain in dying are free to follow that path, but they should not be allowed to require anyone else to die a painful, protracted and agonizing death; and

WHEREAS current law, by prohibiting physician assistance in dying, favors those who believe it is immoral, legalization would give equal (not preferential) treatment to those who believe physician assistance in dying can be a principled moral choice.

**THEREFORE LET IT BE RESOLVED**, that the Central Atlantic Conference supports physician assistance in dying, under very specific guidelines as determined by each State, when you have an adult patient:

- (1) who has a terminal/incurable debilitating illness or condition
- (2) is expected to die within six months

(3) who has periods of severe, unrelenting and intolerable physical discomfort or pain, without prospect of significant improvement, which is unacceptable to the patient

(4) who is legally competent to make medical decisions and

(5) is expressing a voluntary and personal choice to die

**BE IT FURTHER RESOLVED**, that the Central Atlantic Conference refers this Resolution for action by the General Synod at its next meeting.