

Who  
are  
we

Who  
is our  
neighbor

Who is  
God  
calling us  
to become

?

The new Local Church Profile is not just for congregations in search of a pastor. *All* congregations are encouraged to engage in its process of discovery every 3-5 years. The UCC Local Church Profile reflects valuable data, assesses ministry, clarifies change, and helps advance the calling of the congregation. Not just to be completed by a search committee – the more participation, the better!

MINISTERIAL EXCELLENCE,  
SUPPORT & AUTHORIZATION

**UNITED CHURCH  
OF CHRIST**



**UNITED CHURCH OF CHRIST**  
**LOCAL CHURCH PROFILE**

**The Community Church of Stow**  
**United Church of Christ**  
**Stow, Ohio**

**Settle Part Time Pastor**

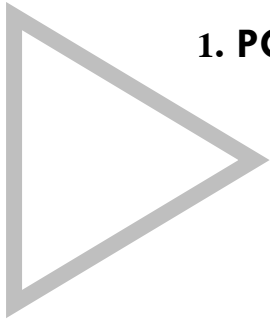
**Heartland Conference, Living Water Association**

**[Validation Date]**

**LOCAL CHURCH PROFILE CONTENTS**

- Position Posting
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*“God is able to provide you with every blessing, so that  
having all sufficiency in all things at all times,  
you may abound in every good work.”  
(2 Corinthians 9:8)*



## 1. POSITION POSTING

- a. LISTING INFORMATION
- b. SCOPE OF WORK
- c. COMPENSATION & SUPPORT
- d. WHO IS GOD CALLING TO MINISTER WITH US?

### 1a. LISTING INFORMATION

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Church name: **Stow Community United Church of Christ**

Street address: **1567 Pilgrim Drive, Stow, Ohio 44224**

Supplemental web links: **[www.stowcommchurch.org](http://www.stowcommchurch.org)**

Conference: Heartland Conference

Association: Living Water Association

UCC Conference or Association Staff Contact Person (Name, Title, Phone, Email):

*Nayiri Karjian, General Minister*

*Office: 330.940.2220 x 102*

*Mobile: 203.722.9174*

Summary Ministry Description:

**The congregation is transitioning from our retiring part time pastor in place for 10 years and have experienced growth in membership over his term. Even though we were coming out of the great recession a decade ago, we were able to flourish and become a relevant spiritual entity in our community. Stow and Munroe Falls is a growing area of Northeast Ohio, with wonderful schools, solid real estate values, lots of families and many arts and cultural entities to involve the population.**

**We developed a vibrant Farmers Market for our city that has become an economic and civic focal point every Saturday morning during the summer and fall months in the parking lot of the church. We are able to engage with at least 500 people each week and have developed these contacts into a number of new members to the church. We consider our church and our members one big family, that care deeply about our members, friends and the community we serve. Our members love that we treat everyone as family. We also consider our church our spiritual home away from home where we come to connect and refresh ourselves in God's word and his teachings. We are Bible based and no matter Old or New Testament, we follow his word to serve.**

Photographs:



What we value about living in our area:

**We live in a very friendly community which is family oriented along with a good school system, moderate climate featuring all four seasons. There are great recreational opportunities in close proximity including Cuyahoga Valley National Park and numerous county metro parks. We are close proximity to Cleveland, Akron, Canton and Youngstown.**

Current size of membership: **186**

Languages used in ministry: **English**

Position Title: **Settled part-time pastor**

Position Duration:

**Settled – a called position intended for longer-term ministry in which the minister moves church membership to the congregation and moves standing to related association**

Compensation Level:

**½ Time**

Does the total support package meet conference compensation guidelines? **TBD**

**YES**

## **1b. SCOPE OF WORK**

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Core Competencies:

**As in the teaching field, a pastor’s work is “never done” in that he/she must be a do all-be all. In relationship with Stow Church the pastor would presently be dealing with a primarily senior congregation. There are many “worker bees”, but also those who have reached the mind-is-willing, but the body weak stage.**

**Compassion, sensitivity and concern for issues of aging, and outreach to both those who can attend and play an active role, and those who cannot. Pastoral care is paramount with a lesser emphasis on executive duties. Good sense of humor is always a helpmate and, of course, an inspiring pulpit message.**

## 1c. COMPENSATION AND SUPPORT

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Salary Basis (*from the Call Agreement Workbook, equal to Cash Salary plus Value of Parsonage/Housing Allowance*): \$47,959

Pastor Salary	32,959
Pastor SS Offset	3,717
Pastor Auto	1,500
Pastor Housing	15,000
Pastor Vision Ins	200
Pastor Pension	6,715
Continuing Education	750
TOTAL	60,841

Benefits (*choose one*):

Salary includes Optional Benefits

What is the expected living situation for your next minister?

**Living nearby with a housing allowance.**

Comment on the residential/commuting expectations for your next minister.

State any incentives: **Social Security Offset**

Describe peer and professional supports available for ministers in your association/conference:  
**The Living Water Association provides opportunities for authorized ministers to engage in small group gatherings including Communities of Practice, as well as opportunities for professional development and learning.**

If applicable, describe how your church will adopt part-time adjustments in the pastoral schedule to support a minister's bi-vocational employment:

## 1d. WHO IS GOD CALLING TO MINISTER WITH US?

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Describe the ministry goals you envision your next minister co-collaborating with the congregation to achieve.

**Through a congregational survey, we were able to compile an important list of attributes that we would like our called pastor to have. Here are the top 10 most desired attributes:**

- 1. Is an effective preacher/speaker**
- 2. Is effective with all age groups**
- 3. Is an effective counselor and ministers effectively**
- 4. Maintains confidentiality**
- 5. Makes pastoral calls on people in hospital and in their homes**
- 6. Encourages people to relate their faith to their daily lives**
- 7. Works well as a team player**
- 8. Works regularly at bringing new members into the church**
- 9. Is effective in planning and leading worship**
- 10. (tie- a. Helps people develop their spiritual life**  
**b. Is accepting of people with divergent backgrounds**

Describe how your vision of the minister you are now seeking will assist the congregation in making an impact beyond its walls.

**New minister to be expected to attend local events in the community and to be passionate about our role in the community. We want to encourage our new pastor to use our beautiful building, fellowship hall, meeting spaces, and over 3 acres of greenspace as a springboard for community engagement and worship opportunities.**

Specify language requirements or culturally-specific capacities preferred in a next ministerial leader, and why those matter to the congregation's sense of calling.

**Our Area is primarily English Speaking, but there is a slow growing population of Hispanics in our region which may be of possible outreach program.**

Based on what you have learned about who your church is, who your church's neighbor is, and who God is calling the church to become, describe four areas of excellence from *The Marks of Faithful & Effective Authorized Ministry* that your next minister will display to further equip the congregation's ministry in these areas.

**As a church very active with and engaged in the community (as listed elsewhere in the profile) God seems to be calling a new pastor who will embellish on areas of church growth through encouraging families with teens and/or younger children to become engaged not only in worship but in the blend of church community involvement by extending Biblical teaching into everyday lives.**



## 2. WHO IS GOD CALLING US TO BECOME?

“You shall love the Lord your God with all your heart, and with all your soul, and with all your mind.” (Matthew 22:37 NRSV)

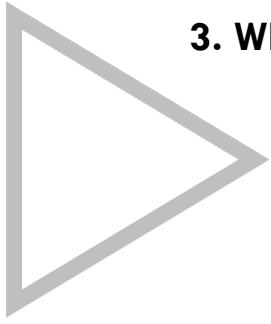
Who is God calling you to become as a congregation?

**We as a congregation feel it is our mission and spiritual duty to reach out and be relevant in our community to teach the word of God, invite those in need of a church home and to prepare the way for the next generation of our church family. We have come a long way since we moved to our present location in 1964 to today, with many success stories and challenges- we have persevered through it all. No matter what, the civil strife, economic circumstances, including COVID-19, we have managed to overcome each situation with a sense of calm and purpose. Although we are not a huge church family, we have much more in store to reach our community with our Christian Faith message.**

Describe how God is calling you to reach out to address the emerging challenges and opportunities of your community and congregation.

**Now more than ever we must energize ourselves in the Holy Spirit to rise up to meet the economic and human crisis of COVID-19. We thought it was important to keep the Gospel Message strong and in place in our area, so we moved our worship services outside in a safe outdoor environment which attracted a number of visitors to attend as well as to stream it “live” over Facebook. As a part of our regular outreach program, we have grown our local onsite-Stow Community Farmers Market to become a viable community gathering place every Saturday Morning for the last 10 years. In spite of many other events shutting down or canceling, we decided to make our Market as safe as possible with extra steps and health protocol equipment to insure our customers’ wellbeing. The Market was a big success this year, because of the welcoming environment and safety precautions. Yes, we are a senior congregation, we try to use the experience and faith history of our members to broaden our horizons in our immediate service area (within a 5 mile radius of our church). Yes, we will continue to hold Bible Study on Sunday and Women’s Bible Study on Wednesdays and continue to contribute monthly to Faithful Servants Charity Health Clinic. But going further we will strive to connect to our neighbors through fruitful relationships we have built with city leaders, civic service groups, school system, sporting teams and neighborhood organizations & activities. We will continue to nurture our involvement in these various groups that have made this connection such as the local Grange, Grief Care Group, Stow Munroe Falls Community Foundation and a local women’s chorus group. We are blest with a wonderful green space that we plan on using for future religious and civic activities with the possible addition of a newly rebuilt picnic/activity shelter.**





### 3. WHO ARE WE NOW?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

- a. CONGREGATIONAL REFLECTIONS
- b. 11-YEAR REPORT
- c. CONGREGATIONAL DEMOGRAPHICS
- d. PARTICIPATION AND STAFFING
- e. CHURCH FINANCES
- f. HISTORICAL INFORMATION

#### 3a. CONGREGATIONAL REFLECTIONS

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Describe your congregation’s life of faith.

**Our membership has adopted a spiritual slogan to help guide us in our faith journey- HOBO- Helping Others Become One in Christ, which became an acronym that reenergized our faith mission as introduced by our just retired Pastor Jim Case. He had introduced HOBO to us early on in his tenure, with great success in rekindling our core belief in Christ Jesus and spoke about it most every week in his sermons. It has become an important part of our worship, conversations, and community outreach ever since. HOBO has definitely brought us closer to God and lives in us in everything we do.**

Describe several strengths or positive qualities of your congregation.

**Our profile congregational survey brought out these common strengths:**

**We are definitely a close knit, faith based family oriented congregation with like-minded members and friends that genuinely care about one another- there are no social cliques here. Church family gatherings, weddings, showers, baptisms, and family worship are key strengths in our membership. Grief counseling has become an integral part of our support system that includes a very effective “Prayer Chain” that uses both email and phone calls to inform our members of spiritual and physical concerns. There is also a great sense of charitable giving in God’s name that our congregation takes very seriously- that has enabled us to keep our church family vibrant to meet the needs of our community. We are blessed to have a wonderful sanctuary, green space for outside activities and worship.**

Describe what worship is like when your congregation gathers.

**The worship style at Stow Church is traditional in its liturgy, being followed weekly with variations on holidays, baptisms, confirmation, and communion. The 3 year Lectionary is followed as is the church calendar. Scriptures are read and preached on. Prelude, Postlude, announcements call to worship, hymns taken primarily from the hymnal “Sing to the Lord”, offertory, choir anthem, pastoral prayer and benediction are generally used.**

As “family” there is generally laughter as we believe worship to be solemn and reverent, but also mixed with appropriate levity.

This past summer we greatly enjoyed worship outdoors on our beautiful grounds of God’s creation.

Describe the educational program/faith formation vision of your church.

Presently there are no youth in attendance, however, we did confirm 6 young people 2-3 years ago after attending weekly confirmation classes for 18 months. Their attendance at worship has been typically sporadic, but when they were there they served as acolytes and scripture readers and took part in Christmas pageants. We carefully plant a seed.

The adult Bible study is very well attended and seems to have a great impact on those who attend as they seem to thirst for Bible knowledge and are very faithful in their attendance and keep coming back for more.

Describe how your congregation is organized for ministry and mission.

Decisions that come through the church council, our ruling group that guides our church, are conveyed thru the weekly church bulletin and thru our monthly newsletter mailed out and emailed to almost 200 people. Monthly council meetings, committee meetings and events all go thru the council and committee chairs. The church council and our weekly worship services keep our Christian Vision focused and refreshed to our congregation and friends.

- When it comes to decision-making, how many hours are spent in meetings per month?  
Decision making is made through regular church council monthly meetings which average two hours per meeting. Follow up meetings vary but average about one hour through committees such as property/maintenance, music/choir and Women’s Fellowship
- Think of a time when action had to be taken quickly, for example when a crisis or disaster occurred. How was that accomplished?  
Our church was in desperate need of a new roof for the sanctuary 26 years ago with no advance warning. A new roof was not in the budget, so we had to put a plan together to make sure we had a new roof in place before winter. Since a number of members were known for their cooking skills, we decided to host a spaghetti dinner fundraiser for a few months in order to raise money for the roof. The dinners were so successful, we were able to install a new roof within months, but the dinner was so well attended, that it was decided to have it every month to which we still hold it every third Friday( although not in Covid-19 time period). To

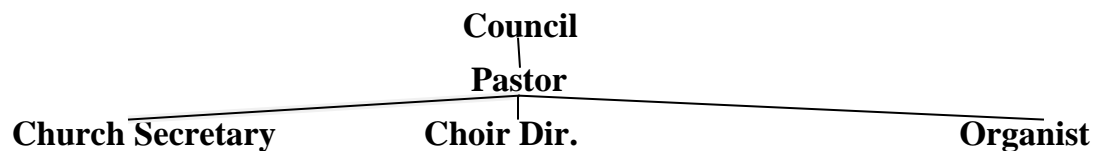
**this day, we have raised thousands with monies going to different missions and charities as well as the general fund.**

- Can you provide the next minister with a copy of an organization structure, bylaws and/or annual report to further explain the patterns of the church’s activity and governance?

**The structure of our governing body or “Council” is as follows:**

**Moderator; Vice Moderator; Chairperson of Diaconate; Chairperson of Christian Education Committee; Chairperson of Finance Committee; Chairperson of Property and Maintenance Committee; Chairperson of Outreach Committee; Chairperson of Membership Committee; Chairperson of Music Committee; Farmers Market; Youth Committee**

**Staff & Council Structure of the Church:**



**Our Church governing council is made up of a Moderator, Vice Moderator, Diaconate Director, Property/Maintenance Director, Music Director, Director of Finance, Financial Secretary, Christian Education Director and Membership, Outreach Director which meets the first week of every month with the Pastor expected to attend. Council works seamlessly with the membership in making everything work in worship service, weekly events, service projects and fundraising events. Our Music Director has done a phenomenal job in presenting inspiring choir praise and anthem numbers (although during Covid, they have been postponed temporarily). We gather together in fellowship once a month after worship to recognize those with birthdays in the month. We continue the mission to build an all important spiritual community for Stow and are poised for higher heights in Christian Fellowship.**

### 3b. 11-YEAR REPORT

**UNITED CHURCH OF CHRIST**  
ELEVEN YEAR CHURCH PROFILE BASED ON DATA REPORTED IN UCC YEARBOOKS



Church#: 525080

Assoc: 566      Schedule: 0      Stow Community UCC      Stow      OH      44224

YEAR	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	CONFIRMATION	CONFESSION	TRANSFER OR REAFFIRM	DEATHS OR TRANS OUT	OTHER LOSSES	NET MEMBS ADDS-REMOVED
2009	136	52	7	0	0	0	7	0	-7
2010	129	46	5	0	0	0	7	0	-7
2011	142	66	16	0	2	13	2	0	13
2012	157	80	18	0	5	14	3	1	15
2013	173	88	29	0	3	19	6	0	16
2014	181	89	30	0	9	4	5	0	8
2015	180	86	62	0	4	1	6	0	-1
2016	192	86	53	4	0	13	5	0	12
2017	192	76	52	0	0	10	10	0	0
2018	191	74	48	0	0	4	5	0	-1
2019	187	66	20	2	0	3	9	0	-4

YEAR	CURRENT EXPENSES	CAPITAL PAYMENTS	BASIC SUPPORT	TOT OTHER UCC GIVING	TOTAL OCWM	OTHER GIFTS	WIDER MISSION	BASIC SUPP% CURR LOCAL	TOTAL EXPEND	PLEDGES AND OFFERINGS
2009	\$158,146	\$0	\$1,457	\$0	\$1,457	\$71	\$1,528	0.92	\$159,674	\$91,225
2010	\$130,510	\$0	\$1,423	\$113	\$1,536	\$0	\$1,536	1.09	\$132,046	\$79,939
2011	\$107,467	\$0	\$1,011	\$169	\$1,180	\$20	\$1,200	0.94	\$108,667	\$62,511
2012	\$116,867	\$0	\$2,653	\$747	\$3,400	\$1,064	\$4,464	2.27	\$121,331	\$102,803
2013	\$145,205	\$0	\$2,280	\$917	\$3,197	\$1,061	\$4,258	1.57	\$149,463	\$109,547
2014	\$152,814	\$0	\$3,184	\$976	\$4,160	\$783	\$4,943	2.08	\$157,757	\$117,877
2015	\$174,327	\$0	\$5,692	\$618	\$6,310	\$2,556	\$8,866	3.27	\$183,193	\$119,252
2016	\$161,621	\$8,650	\$5,402	\$745	\$6,147	\$2,615	\$8,762	3.34	\$179,033	\$119,689
2017	\$151,924	\$39,650	\$3,239	\$595	\$3,834	\$2,763	\$6,597	2.13	\$158,521	\$120,240
2018	\$154,925	\$5,200	\$6,252	\$1,278	\$7,530	\$381	\$7,911	4.04	\$162,836	\$120,436
2019	\$165,702	\$0	\$4,595	\$599	\$5,194	\$640	\$5,834	2.77	\$171,536	\$121,738

% CHANGE	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	TOTAL ADDITIONS	TOTAL REMOVALS	CURR LOCAL EXPENSES	TOTAL OCWM	TOTAL EXPENDITURE
2014-2019	3.31	-25.84	-33.33	-61.54	80.00	8.43	24.86	8.73
2009-2019	37.50	26.92	185.71	0.00	28.57	4.78	256.49	7.43

Please note: Zero values ("0" or "\$0") may reflect missing information in some years. Christian Education/Faith Formation refers to Church School Enrollment for all figures before 2007.

### 3c. CONGREGATIONAL DEMOGRAPHICS

Describe those who participate in your church.

		<i>Is this number an estimate? (check if yes)</i>
Number of active members:	60	2019 Average attendance
Number of active non-members:	6	
Total of church participants (sum of the numbers above):	66	

Percentage of total participants who have been in the church:

		<i>Is this number an estimate? (check if yes)</i>
More than 10 years:	51%	96
Less than 10, more than 5 years:	32%	60
Less than 5 years:	17%	31    Membership total 187

Number of total participants by age:

0-11	12-17	18-24	25-34	35-44	45-54	55-64	65-74	75+	<i>Are these numbers an estimate? (check if yes)</i>
2		2	3	4	4	6	24	32	X

Percentage of adults in various household types:

	Estimates	<i>Is this number an estimate? (check if yes)</i>
Single adults under 35:	6	
Households with minors:	11	
Single adults age 35-65:	11	
Joint households with no minors:	27	
Single adults over 65:	42	

Education level of adult participants by percentage:

	Estimates	<i>Is this number an estimate? (check if yes)</i>
High school:	59	
College:	51	
Graduate School:	2	
Specialty Training:	9	
Other (please specify):		

Percentage of adults in various employment types:

	Estimates	<i>Is this number an estimate? (check if yes)</i>
Adults who are employed:	31	
Adults who are retired:	75	
Adults who are not fully employed:	11	

Describe the range of occupations of working adults in the congregation:

Describe the mix of ethnic heritages in your congregation, and the overall racial make-up. Most UCC congregations tend to describe themselves as “diverse.” Yet, the vast majority of UCC congregations are mono-cultural. What does diversity mean in your context?

**Stow Church is predominately mono-ethnic, mono-cultural and mono-generational presently, this mostly being due to the same factors within the demographics. We would however welcome persons of various ethnic, cultural or national diversity, but these persons tend to gravitate towards larger churches. At this time, we have no plans to institute diversity conversations.**

Has your congregation recently had a conversation about welcoming diversity, or do you plan to hold one on the near future (perhaps using, for example, the Welcoming Diversity Inventory)? Please note the date. Comment after the exercise:

### 3d. PARTICIPATION AND STAFFING

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Ways of Gathering	Estimated number of people involved in attendance	Who plans each of the listed gatherings? <i>(list any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i>
Adult Groups or Classes	30	Carol Zeh, Jim Case
Baptisms <i>(number last year)</i>	2019-8 2020-2	Pastor
Children’s Groups or Classes		Jeannine Case
Christmas Eve and Easter Worship	80/114	Pastor
Church-wide Meals	1x per month	JoAnn Hickey, Gary Aleman

Choirs and Music Groups	15	Ruth Caler, Choir Director
Church-based Bible Study	15	Carol Zeh
Communion ( <i>served how often?</i> )		Monthly, Easter, Christmas Eve, Pastor
Community Meals	1x per month 90 people avg	Monthly spaghetti dinner
Confirmation ( <i>number confirmed last year</i> )	2	Pastor, Carol Zeh
Drama or Dance Program	1x year	Christmas Pageants – Christian E.D. Director
Funerals ( <i>number last year</i> )	9	Pastor
Intergenerational Groups		
Outdoor Worship	45 people avg	12 services during summer months
Prayer or Meditation Groups	15	Pastor
Public Advocacy Work	Hundreds of people reached	Grief Care Group, Monthly Charity Bread Runs & Haven of Rest
Retreats		
Theology or Bible Programs	12x	Womens Bible Study
Weddings ( <i>number last year</i> )	2x	
Worship (time slot: 10:30am)	66	
Young Adult Groups or Classes		
Youth Groups or Classes		
Outreach	18x	Pre School and Prayer Shawl Knitters

List all members or regular participants in your congregation who are ordained, licensed, or commissioned ministers. Indicate those with current United Church of Christ Three-Way Covenants (i.e. serving in a congregation) or Four-Way Covenants (i.e. serving in a ministry beyond a congregation).

	Three- or Four-Way Covenant? <i>(3 or 4 or No)</i>	Ministry Setting	Type of Ministry Role	Retired? <i>(Y or N)</i>
Carol Zeh	No		Lay Leader	N
Jim Case	4		Pastor	Y
Int. Larry Baldridge	No		Interim Pastor	N

If one or more previous pastors or retired ministers currently hold membership in the church, describe their role(s) in the life of the congregation:

**Retired minister is a Choir Member and leads Wednesday morning prayer.**

List all current staff, including ministers. Exclude the position you are seeking to fill. Indicate which staff person serves as head of staff.

Staff Position	Head of Staff?	Compensation (full time, part time, volunteer)	Supervised by	Length of Tenure for current person in this position
Judy Faris		\$14,179		24 + years
Ruth Caler		\$6,257		7 years
Simon Hunt		\$6,083		3 years

**REFLECTION:**

**After reviewing the congregational demographics and activities above, what does this information reflect about your congregation’s overall ministry?**

**Although our congregation maybe predominately 55plus, we do benefit from the wisdom of those years that our people have learned countless life’s lessons that helps to guide us through these challenging times. We have been an established church in our location since 1964 and the community has learned to perceive us as one of the religious mainstays in our city.**



### 3e. CHURCH FINANCES

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Current annual income (dollars used during most recent fiscal year)

Source	Amount
Annual Offerings and Pledged Giving	\$ 121,738
Endowment Proceeds ( <i>as permitted within spending policy, such as a cap of typically 4.5%-5% on total return</i> )	\$
Endowment Draw ( <i>beyond what is permitted by spending policy, "drawing down the principal"</i> )	\$
Fundraising Events/Spaghetti Dinners, Sunset Summer Blast	\$6,000
Gifts Designated for a Specific Purpose      A/C & Elevator funds	\$ 20,797
Grants	\$
Rentals of Church Building	\$ 4,650
Rentals of Church Parsonage	\$
Support from Related Organizations ( <i>e.g. Women's Group</i> )	\$
Transfers from Special Accounts	\$
Other (specify):      Acme receipts	\$ 500
Other (specify):	\$
<b>TOTAL</b>	<b>\$</b>

Current annual expenses (dollars budgeted for most recent fiscal year):

**\$ 136,672**

**See appendix for 2020 Budget**

Considering total budgeted expenses for the year, compare total ministerial support. What is the percentage? **(\$59,734) 43.71%**

Has the church ever failed to pay its financial obligations to a minister of the church? **No**

Is your church 5-for-5, i.e. does it include each of the following contributions during the church year? (*indicate those included during the most recent fiscal year*)

- Our Church’s Wider Mission (OCWM – Basic Support)
- One Great Hour of Sharing
- Strengthen the Church
- Neighbors in Need
- Christmas Fund

In what way is OCWM (Basic Support) gathered? If calculated as a percentage of operating budget, what is that percentage? **Individual pledges**

What is the church’s current indebtedness?

Total amount of loan debt:

**0(zero)**

Are capital and other payments current?

**YES**

If a building program is projected or underway, describe it, including the projected start/end date of the building project and the total project budget.

**Parking Lot Lights – fund paid and installed**  
**A/C in Sanctuary – fund growing**

If the church has had capital campaigns in the last ten years, describe:

Year(s)	Purpose	Goal	Result	Impact
2020	<b>Parking lot re-sealed</b>	<b>\$ 6,900</b>	\$ 6,900	Done/paid
See Attached		\$	\$	All completed/paid/no loans

**2011 Front doors**

**2012 Welcome logo on shed**

**Lower level restroom upgrade**

**2013 Gazebo removed and cross erected**

**Accessible front ramp built**

**2014 New carpet in the sanctuary, narthex, hallway, and ladies lounge**

**New lights in the hallways, upstairs and downstairs**

**Flagpole erected out front**

**2015 New Roof**

**Steps to outdoor water faucet out front**

**Parlor upgrade-paint, tile, and new carpet**

**2016 Gate for back stairs**

**Fellowship Hall upgrade – paint new window treatments**

**2017 New Parking Lot**

**2019 Front patio area graded**

**Stair Lift**

**2020 New stove for kitchen, new floor, kitchen upgrade**

**Parking Lot sealed and striped; low area on west end repaired**

**Parking Lot LED Lights – completed this year. Paid for**

If a capital campaign is underway or anticipated, describe:

Year(s)	Purpose	Goal	Result	Impact
2020	Parking lot lights	\$ 10,000	\$ 10,364	On going
2020	Air Conditioning			Ongoing
2021	Rebuild Gazebo	\$	\$	Ongoing
2021	New Church Sign			Ongoing

Describe the prominent mission component(s) involved in the most recent (or current) capital campaign.

**The two most recent capital campaigns have been the resurfacing of the parking lot and adding much needed LED lighting for the parking lot- both increasing the safety and convenience of having a state of the art parking facility that our members, friends and neighborhood neighbors can feel safe and secure no matter the time or day. These**

**improvements have definitely added much needed safety features for our Farmers Market, spaghetti dinners and many outside groups that meet in our fellowship hall.**

Does your church have an endowment? **Yes**

What is the market value of the assets? \$784.59

Are funds drawn as needed, regularly, or under certain circumstances? **No**

What is the percentage rate of draw (last year, compared to 5 years ago)? **n/a**

Describe draw on endowment, if any, to meet operating budget expenses for the most recent year and the past five years: **n/a**

At the current rate of draw, how long might the endowment last? **n/a**

Other Assets:

Reserves (savings): \$ **25,051.91**

Memorial fund **10,118.51** Farmers Market \$ **15,554**

Investments (other than endowment): **No**

Does your church have a parsonage? **No**

Describe all buildings owned by the church:

**The church owns our building outright with no mortgage resting on about two acres of greenspace with a wooded area at one end of our property. The church also has two storage sheds that store a lawn tractor, snowblower and other equipment in one, and Farmers Market set up and equipment in the other.**

Describe non-owned buildings or space used or rented by the church: **n/a**

Which spaces are accessible to wheelchairs?

**Worship Service Sanctuary, Entrance and upstairs Narthex are all handicapped accessible. Lower Fellowship Hall and two lower entrances all handicapped accessible.**

### 3f. HISTORICAL INFORMATION

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Name one to three significant happenings in the history of your church that have shaped the identity of your congregation. Add the most important event in the life of your church in the past 10 years.

Describe a specific change your church has managed in the recent past.

Every church has conflict, some minor, some larger. “Where two or three are gathered, there will be disagreement...” Describe your congregation’s values and practices when it comes to conflict.

**There was a time in our church history when we were between pastors in 2009-10 as the whole country was in the “Great Recession”. We were at an all time low in terms of attendance and our giving was starting to falter. There were a number of members wanting to sell a piece of property that the church currently owns next to our parking lot, in order to shore up our finances to meet our budget for those years. There was a lot of uncertainty about whether we could weather the storm of not only meeting our financial commitments, but to continue on our Faith mission for our community. But after much discussion, soul searching, prayer and many meetings, we decided that was not in the best interest of the future of our church and next chapter in our church history. We learned that a short sighted-knee jerk decision could affect what we are, who we are for generations to come. So we made provisions to shore up our finances, kick in a membership drive, put in a overhead projector in our sanctuary and proceed with the hiring of a new pastor which gave us a new renewed Christian Spirit that propelled us into our next phase of our church.**

Ministerial History (*include all previous ministerial staff for the past 30 years*)

Staff member’s name	Years of service	UCC Standing (Y/N)
1986 - Neil Pergande 7 years 1993 - Leonard Vogt (Interim) 1 year 1994 - Roger Straw 2 years 1996 - Stephanie L. Haines (Interim) 1 year 1997 - Mark B. Pemberton 6 years 2003 - Edwin G. Shriver (Interim) 2 years 2005 - James D. Edwards 5 years 2010 - William D. Meyer (Interim) 11month Dec. 2010-May 1, 2011 - Art Clippinger, Carol Zeh 6 months 2011 - 2020 W. James Case 9 years 2020 - Larry G. Baldrige (Interim) current		

Comment on what your church has learned about itself and its relationship with persons who provided ministerial leadership:

**Through our latest congregational survey, we did find that we consider ourselves we tend to be theologically moderate to conservative, effectively putting us in the middle of the United Church of Christ membership spectrum. We tend to rally around our settled pastors and backed them up with above average participation in worship, Christian education, church activities, capital budget campaigns and community events. We look forward to a rewarding relationship with our next pastor. We tend to lean conservative in our worship service, but we go out of our way to participate in welcoming activities and events in our service area.**

Has any past leader left under pressure or by involuntary termination?

**NO**

Has your church been involved in a Situational Support Consultation?

**NO**

Has a past pastor been the subject of a Fitness Review while at your church?

**NO**



## 4. WHO IS OUR NEIGHBOR?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

- a. COMMUNITY VISION
- b. MISSION InSite

### 4a. COMMUNITY VISION

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How do the relationships and activities of your congregation extend outward in service and advocacy?

**Our church has been built on service and Christian Love- in fact our mission statement reflects a strong will to achieve this with these words; In Essentials, Unity. In Non Essentials, Liberty. In Diversity, Charity. In All Things, Christ First. As of late, we have also adopted an acronym HOBO- Helping Others Become One in Christ, a recent call to action for our members to evangelize for Christ in our community.**

**A new vision of a community function that the Community Church of Stow was launched in 2010 as a form of evangelism for neighborhood. A plan for our own locally sourced Farmers Market was developed and started in June of 2011 on our Church parking lot beginning at first with just 3 vendors but steadily growing into a vibrant meeting place on Saturday Mornings. We have added weekly food offerings and local musicians, we are now averaging 30 vendors with an attendance of 500 people a week during the summer and Fall Seasons. It is now an energy filled social and community event that really engages our neighbors near and far and even though we had to institute safety precautions due to COVID-19 concerns. We have devoted one booths space per week in our 19 week Market season to a local charity to give them a voice to our attendees. As of late we have instituted both SNAP and WIC benefits at the Market which provides food purchasing assistance for low income families. We have gained a number of new members and friends from our neighborhood that have joined the church as a result of relationships from the Market. Our church membership has consistently contributed both medicine and money to Faithful Servants- an all-volunteer Faith based free health clinic nearby that treats anyone without insurance and in need of medical help. We are one of 27 area churches that support Faithful Servants. One of our favorite missions is contributing volunteer hours, snack foods and money to Bulldog Bags a local charity that is helping to feed over 650 food challenged children in our local school system.**

**There are a number of talented ladies in the church that knit prayer shawls and prayer squares, that are distributed among cancer victims and shut ins that need a little helping hand. Over the years, there have been hundreds distributed to those in need. Our monthly Spaghetti Dinner Fundraiser has been a staple event in the community over the last 25**

years and has become not a source of revenue, but key event for our members and friends to volunteer, serve and cook. The outlying community really looks forward to attending to support our church and our mission. The Women's Fellowship & Music Department serves a meal for 150 people at our local homeless shelter every year in Akron and helps guide them in a hymn sing afterwards.

Describe your congregation's participation in meetings, relationships and activities connecting the wider United Church of Christ (association / conference / national setting).

**We remind our congregants of our monthly and yearly commitment to OCWM and with all the benefits that come with this promise.**

Many local churches love to tell the story of what they are doing in the community to transform lives. Some have identified certain aspects of their witness into the wider community using language shared with other UCC congregations. (Find more information as desired at [ucc.org](http://ucc.org).)

Check any statements below that apply to your UCC faith community.

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Accessible to All (A2A) | <input checked="" type="checkbox"/> Just Peace                 |
| <input type="checkbox"/> Creation Justice                   | <input checked="" type="checkbox"/> Global Mission Church      |
| <input checked="" type="checkbox"/> Economic Justice        | <input type="checkbox"/> Open and Affirming (ONA)              |
| <input checked="" type="checkbox"/> Faithful and Welcoming  | <input type="checkbox"/> WISE Congregation for Mental Health   |
| <input type="checkbox"/> God Is Still Speaking (GISS)       | <input type="checkbox"/> Other UCC designations:               |
| <input type="checkbox"/> Border and Immigrant Justice       | <input type="checkbox"/> Designations from other denominations |
| <input type="checkbox"/> Inter-cultural/Multi-racial (I'M)  | <input type="checkbox"/> None                                  |

Reflect on what the above statement(s) mean(s) to your community. Is your congregation interested in working toward any of the above statements of witness in the near future?

**We constantly strive to be good Christian Citizens in our community and our world, using the tools that we have on hand and recognize our role we play every day. It is an awesome task to work for, but we have dedicated soles to accomplish our many faceted initiatives in our world. We learn quite a bit about ourselves in meeting these goals, but we know the impact is being felt both near and far.**

If your congregation has a mission statement, how does that mission statement compare to the actual time spent engaging in different activities? Think of the range of activities from time spent gathering, to governance, to time spent going out.

**Once again, as stated earlier, our congregation would be open to the above topics checked, however, with the restraints of ages of our congregants there is not much physical activity toward there ends, but instead spiritual belief. We always refer to our original mission statement: In Essentials, Unity. In Non Essentials, Liberty. In Diversity, Charity. In All Things, Christ First. This helps us get through the many challenges we face in our society & community.**



## 4b. MISSION InSite

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Comment on your congregation's MissionInsite report with data for your neighborhood(s) or area. What trends and opportunities are shown?

**Population in our 5 mile radius of our church is 137,000 and is on track to grow at just a .50% in the next 10 years. The two age demographics that are slated to increase are 5-17 year and the 65+ year demographics – in fact the Stow Munroe Falls School System is experiencing their largest kindergarten class ever. Race breakdown in our area is 87.6 % White, 7.2% Black, 2.2% Asian, 1.6% Hispanic and 1.5% other. 91.2% of the population is above the poverty level with 8.8% below the poverty level. Average Household Income is \$74,896. The trend in our area about religious affiliation 40% having a religious affiliation, 60% without – opposite from 10 years ago when 51% had an affiliation and 49% did not. Percentage of employment is 64% and 36% not in work force. White collar workers comprise 69% of population and 31% blue collar. MissionInsite also revealed that major life concerns over all demographics were: Concerns over finances in the future, Fear of the unknown and day to day financial matters. Issues of less concern were alcohol and drug abuse, domestic violence and divorce.**

How do your congregation's internal demographics compare or contrast to a) the neighborhoods adjacent to your church, and b) other neighborhoods with which your church connects?

**Even though our congregation may be a bit older than the average age in Stow, we draw energy and acceptance from our community. People really don't care about how old our membership may be, but they sure see the vitality relevance on how we impact our neighborhood.**

What do you hear when you talk to community leaders and ask them what your church is known for?

**Our perception in our community is very strong and community leaders and neighbors rely on our great history of giving back to our city. We constantly strive to be relevant to needs of our congregants and our neighbors. People rely on us not only for our easy access to our physical church and grounds, but to our generosity and our genuine human kindness for the betterment of our world.**

What do new people in the church say when asked what got them involved?

**When new members and friends are asked to volunteer or participate in activities, there has been a wonderful response in joining in on a wide variety of tasks and events such as helping with aspects of the worship service, volunteering with our monthly dinners, helping with our Farmers Market, grass cutting, painting, maintenance projects, baking, sewing, knitting of cancer comfort blankets and so much more. There has always been a bountiful willingness to be a part of such a loving church family.**



## 5. REFERENCES

### REFERENCE 1

Rev. Mark Pemberton / Pastor of Community Church of Stow 2001-2006  
440-610-7792 / [1markpemberton@gmail.com](mailto:1markpemberton@gmail.com)

I am writing to share background information and a reference letter for Stow Community UCC as they prayerfully discern God's spirit in their search for a new minister. I was the minister of the church from 1997-2003 and wanted to share reflections of my time serving the church and community.

One of the remarkable parts of my ministry at the church was how much we lived up to the name of being a community church. There had some resistance to reaching out in mission and faith as the beginning of my pastorate and still there was a strong vital group of leaders in the church who continued to support outreach and mission in the local and wider community.

The church served a meal to the needy in downtown Akron near a bus stop on Market Street. We became involved through another church's ministry that was non-denominational and looking for support and volunteers to grow their mission. We started small in providing youth and adult volunteers to help serve the meal including set up and cleanup efforts. The mission grew with members of the church cooking parts of the lunch meal and providing other donations to help those in need. I remember preaching about this outreach as the two handed gospel which simply means we share a loaf of bread and nourishment for your body with one hand and with the other we offer the love of God in Jesus Christ. We had such a good response to this mission work and continued to serve this meal for most of my ministry at the church.

Another community outreach endeavor was regular involvement with the nursing home across the street from the church including a member of the church who played the piano and I would lead monthly hymn sings under the direction of the nursing home's activities director. The church provided volunteers to help with bingo games and other social activities for the residents as well as providing pastoral care through communion and special services at the nursing home. The activities director started to worship at the church and was the main coordinator of these programs where he collected personal care items and gifts for the residents of the nursing home.

The church has continued a monthly spaghetti dinner to serve a meal which provides fellowship and raises money for the church's overall ministry that was very successful and continues to be an important part of the church's outreach to the wider community.

Another strength of the church's overall mission included supporting ecumenical and community ministry participation in having shared worship services with other community churches during the Lenten season, special mission projects to serve families in need that was coordinated through the work of the local ministerial group which was ecumenical group including Evangelical, Catholic and Mainline

Protestant ministries in Stow. I was the ministerial president of this group and the church was very supportive of regular attendance and involvement with this ministerial group each month.

One of the main frustrations of serving the church was the location where people who had lived in the community for many years did not know that the church was one street away from a main road. The church struggled with this visibility problem due to the nursing home blocking the view of the church from the main road. Though this was a problem, there may be a more hopeful future for the church with engagement in social media, on line streaming of worship and recording worship for view on the internet to help raise the visibility and awareness of how the church is active in worship, service, fellowship and praise to God in Stow.

The church has started a new community tradition with a regular farmer's market that offers fresh and healthy food to the community as well as providing an outreach to the neighborhood that the church is vital and active in serving God.

In my time as the minister, we involved families and children in a growing Sunday School program with emphasis on learning the basic rituals and rites of the churches as well as introducing the children and youth to the importance of learning the biblical narrative of God's covenant and love for all people. We had an active youth program for with regular youth group meetings for junior and senior high age youth with an emphasis on serving the wider community including a youth trip to Cleveland where we served the needy and stayed at the 1st Church of Berea for the weekend while delivering meals to families in need and enjoying an inspiring and fun time away from the church building.

I cherished my time at the church and am thankful that the church was supportive in being willing to work with me and be patient as I learned how to serve as the main spiritual leader for the first time. There are many faithful, caring and resilient members and friends of this church as well as new people who have joined the church's fellowship who offer a new opportunity for the church to reach out in love, faith and hope to fulfill their calling to the community church for the city of Stow and surrounding community.

I am honored to have been a past minister of the church and pray for the church to discern how God is leading them to share the inclusive gospel of Jesus Christ with a hurting world. May the church find the Lord leading them to reflect upon the importance of the call of God that is on their hearts. May the Lord fill them with the power of the Holy Spirit in knowing that "where God calls you to is the place where your deep gladness and the world's deep hunger coincide." Frederick Buechner, from Wishful Thinking, a Theological ABC.

In Christ,  
Rev. Mark Pemberton

## REFERENCE 2

Rev. James D. Edwards/ Pastor of Community Church of Stow 2005-2009  
440-420-9676 / [jdedwa1950@aol.com](mailto:jdedwa1950@aol.com)

Dear Gary,

I was privileged to serve as pastor of the Stow Community Church from 2005-2009. This congregation is a loving and cohesive family-sized church, with a minimum of conflict. Members genuinely care for each other, and work well together in every area of church life.

During my years as pastor, the church successfully rose to many challenges. For example, the ancient boiler began to fail shortly after I arrived. In just a few months, the congregation raised a substantial amount of money to replace it with two new boilers. The congregation also embraced a new approach to stewardship that emphasized tithing, and giving increased.

The church building is functional and attractive. Many improvements to the facility have been made recently. I'm confident the new pastor won't be burdened with building maintenance.

A large number of new members joined the church during the ministry of the Rev. Jim Case, who succeeded me. This degree of growth is very unusual in small churches. He attracted many new members because his evangelical, Biblical sermons were deeply compelling and easy to understand. I'm also a traditional Biblical preacher. So I think the new pastor should be comfortable proclaiming the historic Reformation faith of the United Church of Christ.

Stow is a very desirable place to live. Homes are attractive and well-maintained. The city schools and parks are outstanding. Nearby is the Cuyahoga Valley National Park, which is a major recreational attraction. The cities of Akron and Cleveland are a short distance away, and have much to offer in terms of employment, world-class medical care, higher education, and a thriving fine arts community.

Finally, the Living Water Association of the UCC offers strong support for effective ministry. The Rev. Nayiri Karjian is a very capable association minister, and many congregations are actively involved in the work of the Association.

It is an honor to recommend the Stow Community Church. This church has many strengths, and the right pastor will have a satisfying and productive ministry here.

Sincerely,

Rev. James Edwards

### REFERENCE 3

Keith Redmon / President- Redmon Funeral Home, Stow Ohio  
330-688-6631 / [keith@redmonfuneralhome.com](mailto:keith@redmonfuneralhome.com)

December 10, 2020

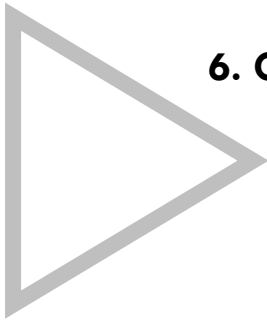
In our 53 years of service to the Stow community and those surrounding it, we have had many interactions with the families, pastors and staff members of Stow Community Church. Over that time period, many things including those mentioned above, have changed. One constant however is the "spirit" of the Church. Not only have they remained bonded and supportive of each other, but of the pastor who has been called to lead them at any given time.

For anyone looking at the Church building, it is a warm, inviting facility. It is obvious they have made improvements, upgrades and/or repairs, all while keeping the traditional and recognizable look that has been a part of Stow for many years. I can only assume that a part of the growth (probably small but still important) the congregation has seen in recent years is because of the physical appearance of the building they attend. As you drive through our communities, you will notice that can not be said of all churches here.

Having grown up in Stow, I have known many of the families at the Church since I was a child, and attended school with them or their children. While that is true of many of the other churches as well, there seems to remain a special bond with these families, as they are some of the truly nicest people you could hope to meet, much less "shepherd". The new pastor of Stow Community Church will realize that, and they will feel welcomed from the very first moment.

While Christ himself and Scripture must be the foundation of any church, there is a "heartbeat" of each church that makes it individual and unique. Stow Community Church has a healthy, noticeable heartbeat that is apparent in many ways, not only in how they serve each other, but with outreach to our communities as well. What a blessing they are!

Respectfully,  
Keith A Redmon  
President, Redmon Funeral Home, Stow, OH



## **6. CLOSING THOUGHTS**

- a. CLOSING PRAYER
- b. STATEMENT OF CONSENT
- c. CONFERENCE/ASSOCIATION VALIDATION

### **6a. CLOSING PRAYER**

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**Our family of members from the Community Church of Stow are looking forward to welcoming a new energized Pastor into our midst soon. It's been a challenging time with COVID-19 becoming a large part of our lives, but we have survived with safe outdoor services using our beautiful outdoor greenspace. We continue to strive to keep our worship services, weekly activities -safe but relevant during this most stressful time in our community. We are "keeping the light on" in our city to the leaders of the Church and membership body are in tune to move forward into our next phase of our church history. We are a very welcoming congregation that goes out of our way to welcome visitors either in worship or one of many functions we have. We believe the Lord has much more in store for us.**

## **6b. STATEMENT OF CONSENT**

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The covenantal relationship between a church and those called by that church to serve as pastors and teachers and in other ministerial positions is strengthened when vital information is openly shared by covenantal partners. To that end, we attest that, to the best of our abilities, we have provided information in this profile that accurately represents our church. We have not knowingly withheld any information that would be helpful to candidates.

As the committee charged with the responsibility for identifying and recommending suitable new minister for our church, we have been authorized to share the information herein with potential candidates. We understand that a candidate may wish to secure further knowledge, information, and opinions about our church. We encourage a candidate to do so, recognizing that an open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position.

1. Which individuals and groups in the church contributed to the contents of this Local Church Profile?

Search Committee:

**Holly Jacob-Committee Secretary**

**Ginny Bilovecky**

**Betty Walker**

**Barbara Richards**

**Jan Edwards**

**Richard Watt**

**Dave Reinhart**

**Ruth Caler**

**Jim Pierce- Moderator of Council/Pro Tem**

**Carol Zeh Co Chair of Search Committee**

**Gary Aleman Co Chair of Search Committee**

2. **Additional comments for interpreting the profile:**

**Signed: Gary Aleman**  
**Carol Zeh**  
**Co Chars of Search Committee**  
**January 18, 2021**

## 6c. VALIDATION BY CONFERENCE/ASSOCIATION

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The congregation is currently in good standing with the association / conference named.

**Staff Comment: Stow Community Church is in good standing in the Living Water Association, Oho NorthEast, Heartland Conference. The congregations has a living ministry in its community and has experienced growth in the last several years. It's members are deeply committed to God and the church which energizes vital ministry. Its Farmers Market is most popular and proves to be a wonderful way of connecting and ministering to their wider community.**

To the best of my knowledge, ministerial history information is complete.

Staff Comment: **Yes.**

To the best of my knowledge, available church financial information is presented thoroughly.

Staff Comment: **Yes.**

My signature below attests to the above three items.

Signature:



Name / Title: Nayiri Karjian

Email: [nayiri.agm@livingwaterone.org](mailto:nayiri.agm@livingwaterone.org)

Phone: 330 940 2220 x102 Office. 203 722 9174 Mobile.

Date: January 18, 2021



**UNITED CHURCH  
OF CHRIST**



This document is created through support to Our Church’s Wider Mission (OCWM) and is only possible through the covenantal relationships of all settings of the United Church of Christ.

*“Jesus answered them, ‘Have faith in God!’” – Mark 11:22*

**2020 BUDGET**

	Item	2019	2019 actual	2019	2019 actual	2020 proposed	Section Totals
		proposed	through 3RD quarter	4th qtr estimate	plus 4th Qtr estimate		
Personnel	Pastor Salary	31,893	23,920	7,973	31,893	32,959	
	Pastor SS Offset	3,643	2,732	911	3,643	3,717	
	Pastor Auto	1,500	349	151	500	1,500	
	Pastor Housing	15,000	11,250	3,750	15,000	15,000	
	Sec. Salary	13,766	10,324	3,442	13,766	14,179	
	Organist Salary	7,875	5,906	1,969	7,875	8,111	
	Choir Dir. Salary	8,100	6,075	2,025	8,100	8,343	
	Cash Bonus to Staff	1,200	600	600	1,200	1,200	
	FICA & Sal. Tax	2,281	1,711	570	2,281	2,387	<b>87,396</b>
Benefits	Pastor Vision Ins	200	183	0	183	200	
	Pastor Pension	6,565	4,924	1,641	6,565	6,715	
	Continuing Education	750	58	0	58	750	
	Pastor Phone	1,200	900	300	1,200	1,200	<b>8,865</b>
Benev	Prayer Shawl Knitters	100	0	0	0	100	
	Pastor Discretionary	150	0	0	0	150	
	Bulldog Bags	0	0	0	0	0	
	Faithful Servants & Church pd. benevolence	0	0	0	0	0	<b>250</b>
Property	Property Ins. \$1195.75/qtr	5,000	3,623	1,196	4,819	5,000	
	Property Tax	350	349	0	349	350	
	Other insurance (umberella)	175	175	0	175	175	
	Gas	4,200	4,436	875	5,311	4,500	
	Electricity avg. \$325/mo	4,000	2,907	975	3,882	4,000	
	Other Util.(phone, sewer, water, trash)	3,500	2,827	945	3,772	3,700	
	Custodial Contract	6,284	4,713	1,571	6,284	6,473	
	Other (boiler inspection&extern)	1,000	492	165	657	1,000	
	Maint. & Supplies	3,200	2,162	720	2,882	3,000	
	Snow/Lawn Care	1,800	1,200	600	1,800	2,500	
	Capital Imp.						<b>30,698</b>
unbudgeted	Altar Flowers/\$830 rec'd		312	100	412	500	
	landscape flowers		120		120	120	
	boiler repair		1732		1732	620	
Office	Supplies	1,500	827	275	1,102	1,500	
	Copier Contract \$114/mo	1,400	938	342	1,280	1,400	
	Postage	800	550	220	770	800	<b>3,700</b>
Diaconate	Altar/Worship Sup.	500	246	254	500	500	
	Substitute Music	0	0	0	0	0	
	Substitute Pastors	500	250	125	375	500	<b>1,000</b>
Member-ship	Other(booth rental, fundraiser supplies, Chamber of Commerce)	900	390	0	390	500	
	Advertising(av. \$200/mo)	2,700	1,872	600	2,472	2,000	
	Web Page & Multi Media	200	248	0	248	250	
	Monthly Lunch	600	450	150	600	0	<b>2,750</b>
Pastor	Pastor Wednesday Snacks	0	0	0	0	0	<b>0</b>
Assoc.	Meeting Exp.	250	70	0	70	250	<b>250</b>
Music	Supplies (Chimes & choir)	400	0	0	0	400	
	CCLI	130	133	0	133	140	
	Equip. & Maint. (organ repair)	300	0	0	0	300	<b>840</b>
Finance	Offering Envelopes checks, bank fees, s	650	303	396	699	700	
	Stewardship	50	43	0	43	50	
	Software Updates(QB \$; pr\$; s w \$)	600	650	0	650	650	<b>1,400</b>
Christian Education	Church School	400	111	50	161	400	
	Vac. Bible Sch.	500	0	0	0	0	
	Confirmation(misc supplies & Bibles)	200	69	0	69	0	
	Nursery Care	360	60	50	110	0	<b>400</b>
<b>TOTAL</b>		<b>136,672</b>	<b>\$101,190</b>	<b>\$32,941</b>	<b>\$134,131</b>	<b>138,169</b>	<b>\$138,169</b>

**2020 PROJECTED INCOME**

PLEDGED OFFERING	95,282
POSSIBLE PLEDGES YET TO COME	5,104
LOOSE OFFERING	23,000
C & E OFFERING	1000
INITIAL OFFERING	200
<b>(TOTAL OFFERING)</b>	<b>124,586</b>
PLAY & LEARN	4,050
GRANGE	750
SPAGHETTI DINNERS	5,100
FUNDRAISERS	800
ACME	450
DONATIONS	250
<b>2020 PROJECTED INCOME</b>	<b>135,986</b>

# THE COMMUNITY CHURCH OF STOW

## CONSTITUTION AND BYLAWS

*revised November, 2012*

### ARTICLE 1 - NAME

- 1.01 The Church is incorporated in the State of Ohio as The Community Church of Stow, it is commonly referred to as Stow Community United Church of Christ.
- 1.02 This Church shall take the Holy Scriptures as all sufficient rule and practice.
- 1.03 The Church motto is as follows:
  - In Essentials Unity
  - In Non-Essentials Liberty
  - In Diversities Charity
  - In All Things Christ First.

### ARTICLE 2 - PURPOSE

- 2.01 The purpose of Stow Community United Church of Christ is to engage in covenant relationship with God and with all God's children, accepting all people as we seek to know and live God's Holy Will. In sharing the ministry of Jesus Christ, we will strive to practice the Biblical ethics of love, justice, mercy, forgiveness, and compassion in all pursuits of our ministry and mission. In witness to a precious heritage of faith, we will provide for the worship of God, celebrate the sacraments of Baptism and the Lord's Supper, preach the gospel, offer education and nurture in the Christian faith, strive to enhance fellowship, family life and personal growth among the members, support the faith claims of The United Church of Christ and be witnesses for God in the world, reaching out to all people through word and deed.

### ARTICLE 3 - STATEMENT OF FAITH

- 3.01 The United Church of Christ statement of faith is currently in use in at least three different forms: the original 1959 Statement adopted in Kansas City, a 1976 adaptation by our late UCC President Robert V. Moss, and a version set as a prayer, or doxological version. Any and all of these beautiful summaries of the historic Christian faith may serve as a guide to personal and corporate belief and practice at Stow Community UCC.
- 3.02 In addition, the traditional covenant of this congregation is as follows:

We believe in God, the eternal spirit, father of our Lord Jesus Christ and our father. We believe in Jesus Christ, the man of Nazareth our crucified and risen Lord. We believe in his Holy Spirit who guides our lives and calls us into his fellowship with Christians throughout the world. We accept as the sufficient guide for our life and conduct the teachings of Jesus Christ, who, when asked what the great commandment was, said, "Thou shalt love the Lord thy God with all thy heart, and all thy soul, and all thy mind, and with all thy strength. And the second is like unto it, thou shalt love thy neighbor as thyself."

### ARTICLE 4 - COVENANT AFFILIATION

- 4.01 This Church shall be a member Church of the Eastern Ohio Association of The Ohio Conference of the United Church of Christ as one of its self-governing local Churches and shall live faithfully in covenant with The United Church of Christ.

## **ARTICLE 5 - GOVERNMENT**

- 5.01 The government of this Church is vested in the body of the membership who compose it. All members on the current membership roll have the right to vote, and a majority vote of the members present at any business meeting properly convened (see Article 8 - Meetings) shall be final, except as otherwise stated herein.
- 5.02 Between Congregational Meetings, the Church Council shall serve as the governing body of the church, exercising all responsibilities and powers of government except for those excluded under Article 8.11 (Limited Authority). The Church Council may delegate responsibilities to the Committees of the Church.

## **ARTICLE 6 - MEMBERSHIP**

- 6.01 Membership in this Church shall be by personal confession of faith or by reaffirmation of faith, or by letter of transfer from another Christian Church. Confirmation may be one route to joining the church by confession of faith, and is required for membership of persons younger than 18, who are not already confirmed members of another church.

Any baptized adult, who, after consultation with the Minister, and/or the Membership Committee, is in sympathy with the objectives and purposes of the Church, and who desires to join with members of the church on a lifelong path of Christian discipleship and discovery, may be received as a member in the Church.

- 6.02 All members are expected to attend the morning worship service and contribute, according to their ability, to the funds of the Church, and live to the best of their ability in harmony with the principles of the Gospel of Jesus Christ.
- 6.03 Members who for a period of three years, in spite of kindly approaches, have not communicated with the Church or contributed to its support, may after careful consideration and recommendation from the Membership Committee and with approval of the Church Council, be removed from the membership rolls of the Church.
- 6.04 The membership rolls of the Church shall be kept up to date by the Church Clerk by adding or deleting names in accordance with actions taken in Sections 6.01, 6.03 and 6.05.
- 6.05 Applications for a letter of resignation or transfer shall be made to the Church and issued on the signature of the Clerk or Minister. All such resignations or transfers shall be reported to the Clerk and Membership Committee for proper keeping of the membership rolls.

## **ARTICLE 7 - MINISTER**

- 7.01 The Minister shall be entrusted with the spiritual welfare of the Church. The Minister shall seek to enlist all people as followers of Christ, preach the Gospel of Jesus Christ, administer the sacraments, have under his or her care all services of public worship and oversee the activities of the Church in cooperation with the various boards and committees.
- 7.02 Agreements between The Community Church of Stow and the Minister on matters such as compensation, insurance, disability, education, sabbatical leaves, and vacations are to be outlined in the call agreement between the two parties.
- 7.03 The Minister shall be "called" for an indefinite period of time by 3/4 affirmative vote of the members of the congregation attending a special congregational meeting for that purpose.

- 7.04 While the term of the Minister may be indefinite, the Church may at any time, by a majority vote at a special congregational meeting called for the purpose, request the Minister's resignation with the understanding that he or she will vacate the pulpit and other church property within 30 days. Likewise, the Minister shall give 30 days' notice in the event that he/she wishes to leave of his/her own volition.  
The 30 days notice may be altered by mutual consent. In case of the loss of ministerial standing within the authorized body of the UCC, relations shall cease at once.
- 7.05 The Minister shall be non-voting member of all boards and committees, (except the Church Council, see 8.03 below). The Minister is a member of the Church Council with voice and vote, in matters not involving a conflict of interest pertaining to compensation or performance.
- 7.06 Whenever the Church is without a Minister, it shall proceed without unnecessary delay to call a Minister of good report with standing in the authorized body of the UCC. A Search Committee of five to seven members shall be selected by the Church Council when needed. It will be the duty of this committee to assume the responsibility of supplying interim ministers and recommend a candidate to fill the vacancy.
- .7 The minister, with approval of the Church Council, shall be responsible for the hiring, termination and compensation recommendations of the Church Secretary or the Administrative Assistant. The minister shall submit an evaluation of the Secretary or Administrative Assistant to Church Council prior to September 1, each year.
- 7.08 While the Search Committee is selecting a candidate for Minister, a committee consisting of three members shall be selected by the Moderator to employ pulpit supply, with the help of the Administrative Assistant, and/or to select an Interim Minister. The method of call for an Interim Minister shall be the same as for a continuing Minister except the term of employment shall be specified.

**ARTICLE 8 - THE CHURCH COUNCIL**

8.01 **Authority**

Unless otherwise provided in the Church Constitution, the official board of the Church is designated as the Church Council.

8.02 **Composition.** The Church Council shall have ten members, consisting of the Minister, Clerk, Administrative Assistant or Financial Secretary, Treasurer, and six members elected at-large by the congregation. Two members shall be elected each year at the annual meeting of the congregation for three-year terms. The members of Church Council elected by the congregation will fill the following positions.

- Moderator
- Chairperson of the Diaconate
- Chairperson of the Christian Education Committee
- Chairperson of the Property and Maintenance Committee
- Chairperson of the Membership, Outreach Committee
- Chairperson of the Music Committee

8.03 **Committee Assignments.** At the end of the December Church Council meeting, the members of the incoming Church Council for the next year shall meet and elect from among themselves a Moderator to serve on that Council for the coming year. The new Moderator will then oversee the process of the new Council electing from among themselves the chairpersons of the committees represented on the Church Council for the coming year. Following these elections, the new Council shall appoint a Clerk, a Treasurer and either a Financial Secretary or the Administrative Assistant, hired per 7.07, for the coming year. A member of Church Council may change responsibilities with the consent of the Moderator, or by the direction of the Moderator.

8.04 **Eligibility.** Each Council Member shall be a member in good standing of the Church congregation who regularly attends the worship service of the Church and shall be at least 18 years of age.

8.05 **Term.** Although the new Council meets in December to elect a Moderator and officers and to assign Committee posts, it does not assume office until January 1.

8.06 **Duties of Council.**

Duties of Council shall include but not be limited to:

1. Oversight of employees and hiring of independent contractors
2. Oversight of facility (Council shall develop and oversee a policy governing use of church property and premises.)
3. Share news from committees, and take actions based on these reports and any recommendations.
4. Coordinate projects
5. Attend to new business of the congregation
6. Review monthly all financial reports and make necessary financial decisions, approving all expenses over \$200.00 (Committees must seek guidance and approval of Council in the case of major expenses or expenses beyond approved budget.)
7. Coordinate preparation of annual budget and recommend approval to the congregation at annual meeting.

8. In addition to the regular and ongoing business of the church, it shall be the responsibility of the Church Council to convene from time to time a general gathering of the members for the purpose of reformulating and reaffirming the church's vision for ministry and mission.

- 8.07 **Meetings.** The Council shall meet at least once a month and at such other times as a majority or the Moderator may decide. Regular meetings may be omitted upon majority consent of the Church Council Members. Notice of any meeting other than the regular monthly meeting shall be given to each member of Council by the Clerk or Moderator at least 24 hours prior to the meeting. A summary of the business transacted shall be posted and a copy made available to the Church membership.
- 8.08 **Vacancy.** Vacancies among elected Church Council positions shall be filled by candidates selected by Church Council. Vacancies among appointed Council officers shall be filled by candidates selected and approved by the Church Council.
- 8.09 **Dismissal.** A Council Member who is absent from three consecutive Church Council meetings and has not fulfilled the obligations assigned to this member without valid reason may be replaced by Church Council and the position shall be filled as though it were vacant.
- 8.10 **Quorum** A majority of members of the Church Council shall constitute a quorum for the transaction of business.
- 8.11 **Limited Authority.** The Council shall have no power to buy, sell, mortgage, or lease for church use real property without specific authority given by a 2/3 vote of the members of the congregation attending a congregational meeting for this purpose. Exception: in the case of a catastrophic emergency, the Council may lease a temporary facility for up to 30 days, with the understanding the matter will be brought to a vote of congregation within one month.

## **ARTICLE 9 - CHURCH OFFICERS**

9.01 The Officers of the Church shall consist of the following members: Moderator, Treasurer, Clerk, Administrative Assistant or Financial Secretary and any other officers as the Church Council may decide. The Moderator shall be elected per Section 8.03 above. The Treasurer, Clerk, Administrative Assistant or Financial Secretary and any other officer shall be elected for a term of one year. Any such officers may be re-elected from year to year so long as they are eligible.

### 9.02 **Moderator**

The Moderator of the Church Council shall also be Moderator of the Church and shall preside in all meetings of either. The Moderator shall call meetings of the Church Council by giving proper notice whenever, in the judgment of the Moderator, or a majority of the Church Council, the interest of the Church requires it.

The Moderator shall be empowered to execute, on behalf of the Church, all documents authorized by the Church Council or the Church membership.

In case of disability or absence of the Moderator, the duties of the Moderator shall be performed by the Chairperson of the Diaconate.

9.03 **Treasurer**

The Treasurer shall be elected by the Church Council and shall serve as a member of the Church Council. An Assistant Treasurer may be appointed by the Church Council to serve during his absence of the Treasurer. The Assistant Treasurer will be a member of Council during that period

The Treasurer shall receive all money of the Church and dispense the same upon order of the Church Council or through action at a congregational meeting.

The Treasurer shall keep proper account of all monies received and paid. All accounts shall be open at all times to inspection by the Church Council and by active members of the congregation of the Church. A written account of all expenditures, receipts, and balances of all accounts shall be made available monthly, quarterly, and yearly.

All accounts of the Treasurer will be audited each year and a report made to the Church Council.

The Treasurer shall keep a record by name, number, and bank of all accounts belonging to Stow Community United Church of Christ, except those of Women's Fellowship, Men's Brotherhood, the Farmers Market and similar groups.

The Treasurer shall give bond for the proper performance of his or her duties as the Church Council may require. Payment of such bond shall be the obligation of the Church.

9.04 **Clerk**

The Clerk shall be elected by the Church Council and shall serve as a member of the Church Council.

The Clerk shall prepare the minutes of all meetings of the Church Council and of all meetings of the congregation.

The Clerk shall preserve the minutes of all Church Council and congregational meetings and the minutes shall be open for inspection by all members of the congregation.

The Clerk shall keep a list of members of the Church, a record of all baptisms, and a record of deaths of members.

The Clerk shall cause notice to be given of annual or special meetings of the Church congregation as required by Article 11.02.

9.05 **Administrative Assistant**

The Administrative Assistant, hired as outlined in 7.07, shall supervise the Church Office and shall serve on the Church Council.

The Administrative Assistant shall keep a record of all accounts between the members of the congregation and the Church and record all monies contributed to the church and submit the same to the Treasurer to be deposited in the proper account. The Administrative Assistant shall provide a statement of account to all contributors at least semi-annually.



#### 9.06 **Church Secretary and Financial Secretary**

If the position of Administrative Assistant is vacant, a Church Secretary shall be hired as outlined in 7.07; and a Financial Secretary shall be appointed by the Church Council.

The Church Secretary will assume the clerical duties of the Administrative Assistant, except those assigned to the Financial Secretary, and will not serve on the Church Council.

The Financial Secretary shall keep a record of all accounts between the members of the congregation and the Church and record all monies contributed to the church and submit the same to the Treasurer to be deposited in the proper account. The Financial Secretary shall provide a statement of account to all contributors at least semi-annually. The Financial Secretary will also serve as a member of the Church Council.

### **ARTICLE 10 - COMMITTEES**

#### 10.01 **The Diaconate**

**A. Purpose** - The word deacon comes from the Greek word diakonos, which means servant. Deacons and Deaconesses give leadership to the church's ministry of serving the physical and spiritual needs of members and people beyond the church.

#### ***B. Composition and Election*** -

(1) The Diaconate shall be composed of the chairperson of the Diaconate elected from within the Church Council and nine Deacons and nine Deaconesses.

(2) At each annual meeting of the members of the congregation, three Deacons and three Deaconesses shall be elected for terms of three years each.

(3) Members of the Diaconate shall be members of the congregation and at least 18 years of age.

(4) In addition to the elected Deacons and Deaconesses, the members of the congregation, assembled at the annual meeting, may upon the recommendation of the Church Council or the Diaconate elect honorary Deacons and Deaconesses from among the members of the congregation who have rendered unusual service to the Church. Each honorary Deacon or Deaconess shall serve for life and have all the rights and privileges of the other members of the Diaconate.

#### ***C. Duties of the Diaconate***

(1) The Diaconate shall prepare and distribute the elements of the Lord's Supper and shall assist the Minister in advancing the spiritual interest of the Church. The Diaconate shall provide greeters before worship services, welcome strangers, and help maintain a spirit of friendliness in the Church.

(2) The Diaconate shall be responsible for ushering at regular and special worship services. Other members of the Church may be invited to assist in the ushering responsibilities.

- (3) The Diaconate shall be responsible for the altar and pulpit vestments. They shall handle flower arrangements and attend to the acolyte ministry.
- (4) The Diaconate shall keep informed on the health and welfare of the elderly that are members of the congregation and assist the Minister in the visitation of those that require spiritual attention at home or in the hospital.
- (5) It shall be the duty of the Diaconate to promote evangelism and the spiritual life and work of the Church. They shall be sensitive to the needs of the congregation, having a concern for its spiritual condition, and be willing to give spiritual aid for its necessities and wants.
- (6) The Diaconate shall meet a minimum of once a quarter, and as needed.

10.02 **Membership, Outreach Committee**

(A) The Membership, Outreach Committee shall consist of seven members as follows:

- Chairperson of the Membership, Outreach Committee elected from within the Church Council.
- One Deacons and one Deaconesses in their first or second year of term selected for two-year terms by the chairperson of the Diaconate.
- One member appointed by the Membership chairperson from members of the congregation for a two-year term, and any volunteers as co-opted by the Committee.

The Chairperson shall appoint a Committee Member to take minutes.

- (B) The purpose of the Membership, Outreach Committee is to provide an outreach program for the enlistment of men, women, and the youth of the community in commitment to Jesus Christ and membership in the Church, and to promote mission projects and benevolent giving for the betterment of God's ministries.
- (C) In cooperation with the Minister, the Membership, Outreach Committee will establish, organize, and support appropriate activities within and out of the Church that would encourage others to unite in membership and to make an active public awareness effort in the community to encourage membership in the Church.
- (D) The Membership, Outreach Committee shall assist the Minister in calling on active, inactive, or potential members of the Church.
- (E) The Membership, Outreach Committee shall periodically review the church rolls and make recommendations concerning removal of membership per Article 6.03 of this constitution.
- (F) The Membership, Outreach Committee shall educate the members of the Church in regard to our Christian ministries that are supported by the Church, evaluate causes and ministries previously supported by the church and, recommend policy regarding benevolence funding and outreach ministries to the Church Council

10.03 **Christian Education Committee**

(A) The Christian Education Committee shall consist of four members as follows:

Chairperson of the Christian Education Committee elected from within Church Council.

Two members to be selected by the Christian Education Committee chairperson from members of the congregation, one selected each year to serve two years.

One member to be selected from Church School teachers and advisors, to serve one-year terms.

(B) The Christian Education Committee shall be responsible for the operation of the church school, library, youth activities, camp activities, adult education, and assist the Minister with confirmation classes. The Committee shall recommend the church school curriculum for approval by the Church Council.

(C) The Christian Education Committee shall appoint the Church School Superintendent to serve from January 1, each year.

(D) If it is determined that a Christian Education Director or a Youth Director is necessary, the Christian Education Committee will select and employ or terminate these positions as required with approval of Church Council. These individuals will be evaluated every six months with a written evaluation submitted to Church Council prior to December 1, and June 1, each year.

(E) The Committee may call on any members of the congregation to assist them in carrying out their duties.

(F) The Christian Education Committee shall meet once every two months or on the call of the chairperson of the Christian Education Committee or the Minister or by a majority of the members of the Committee.

10.04 **Music Committee**

(A) The Music Committee shall consist of four members as follows:

Chairperson of the Music Committee elected to from within the Church Council.

Two members shall be selected by the Music Committee chairperson from members of the congregation, one appointed each year to serve two years.

One member shall be the president of the Choir. Not more than two members of the Choir may serve on the Music Committee at one time.

(B) The Music Committee, with approval of Church Council, shall be responsible for the hiring, termination, and compensation recommendations of the Choir Director, the Organist, and such other musical leadership as is necessary for the conduct of worship. Evaluations of these employees are to be submitted to Church Council prior to September 1, each year.

(C) The Music committee shall be responsible for the selection of new hymnals when necessary, with final decision to be made by the congregation.

(D) Meetings of the Music Committee shall be held at least once a quarter and may be held upon the call of the Chairperson of the Committee or by majority vote of the Committee.

## **10.05 Memorials and Tributes Fund**

(A) A Memorials and Tributes Fund Administrator shall be appointed by the Church Council from members of the congregation to serve a three year term.

(B) The Memorials and Tributes Fund Administrator, shall keep records of monies donated for memorial purposes and shall inform donor and recipient families of all memorial gifts. These monies shall be deposited by the Memorials and Tributes Fund Administrator in a memorial account. The Memorials and Tributes Fund Administrator shall report regularly to the Finance Committee. The Memorials and Tributes Fund Administrator shall keep a record by name, number and bank, of all accounts held in Memorials and Tributes Fund.

## **10.06 Finance Committee**

(A) The Finance Committee shall consist of the following members:

Moderator, who will act as Chairperson.

Treasurer.

Administrative Assistant or Financial Secretary.

Memorials and Tributes Fund Administrator

(B) The Finance Committee shall be responsible for advising the Church Council on all matters of finance affecting the Church.

(C) The Finance Committee with input from the various committees of the church, officers and pastor, will prepare the annual Church budget of income and expense. The budget will be presented to the Church Council for approval prior to its presentation by the Committee Chairperson at the annual meeting of the members of the congregation.

(D) The Finance Committee shall be responsible for the stewardship programs of the Church and shall seek to educate and inform the congregation about the joys and responsibilities of Christian giving. The Finance Committee shall conduct a financial campaign each year to secure "estimates of giving" from the members.

(E) The spending of memorial funds for various purposes will be approved by the donor, or the donor's family, and either the Church Council or the congregation. Recommendations may be presented to the Finance Committee for consideration by any member of the congregation.

(F) The Finance Committee shall annually prepare an audit of all accounts of the church maintained by the Church Treasurer and Memorials and Tributes Fund for examination by the Audit Committee.

## **.7 Audit Committee**

(A) The Audit Committee shall consist of:

The Moderator, acting as Chairperson and two members of the congregation, chosen by the Chairperson, not members of the Finance Committee, appointed annually for one year.

(B) This Committee will annually examine the audit of all accounts of the church maintained by the Church Treasurer and Memorials and Tributes Fund, and report its findings to Council not later than the March Council meeting.

#### 10.08 **Property Committee**

(A) The Property Committee shall consist of at least four members as follows:

Chairperson of the Property and Maintenance Committee elected from within the Church Council.

Three members appointed by the Property and Maintenance Committee chairperson from members of the congregation, one selected each year to serve three years.

(B) The Property and Maintenance Committee shall determine and carry out the requirements of proper maintenance, repair, upkeep, and cleanliness of all church buildings, contents, and grounds.

(C) It shall be the duty of this committee to receive all requests for furnishings and equipment for the Church buildings and to select that which meets specifications approved by this committee. The furnishings and equipment shall be in keeping with the decor of the Church building and must harmonize with existing fixtures and equipment of the building. Approval of Church Council is required for all expenditures of over \$200.00.

(D) Individuals and groups wishing to present gifts of furniture and equipment to the Church shall consult with this committee to ascertain if these gifts would be suitable and appropriate for use by the Church, and in keeping with the decor of the Church building. Approval of Church Council is required for all major items.

(E) The Property and Maintenance Committee, with approval of Church Council, will be responsible for the hiring, termination, and compensation recommendations of the Custodian. An evaluation of the Custodian shall be made and submitted to the Church Council prior to September 1, each year.

#### 10.09 **Nominations**

(A) The Moderator and the Chairperson of the various committees shall be responsible for obtaining nominees for positions which will become vacant on council and the on the various committees each year. They can be assisted in this by the Moderator and the Minister

(B) The nominee's names shall be submitted to the Administrative Assistant who will compile a list of candidates to be nominated for office, and submitted as a slate for election at the Annual Meeting.

#### 10.10 **Pastoral Relations Committee**

(A) The Pastoral Relations Committee seeks to support and maintain an open and healthy relationship between the pastor and members of the congregation. The committee serves in two primary ways: as an advisory group to the pastor and as support for the pastor's leadership. As an advisory group the committee shares ideas, dreams, hopes, expectations, and concerns of the congregation with the pastor. As support for the pastor, the committee interprets roles, functions, and needs of the pastor to the congregation.

Constructive and caring communication in an atmosphere of confidentiality and trust is essential to the work of the committee. This committee is the congregation's fundamental support group for the pastor. It builds the framework in which conflict can be dealt with

creatively. Its goals are the professional growth and well-being of the pastor and the promotion of mutual ministry between the pastor and the congregation.

(from "The Pastoral Relations Committee," UCC Office for Church Life and Leadership)

(B) The Pastoral Relations Committee shall be composed of 6 to 8 members. In the first three years of a pastor's call, the Search Committee shall continue on as the Pastoral Relations Committee. After three years of service of the pastor, the number of committee members will revert to six. Members of the committee shall be selected for three year terms in a process as follows:

1. The pastor submits four names.
  2. The Church Council submits four names.
3. From these eight names, Council shall select three names from the pastor's list and three names from the council's list. This slate is recommended for election by the congregation at the annual meeting.

(C) The Pastoral Relations Committee shall be a separate standing committee, accountable only to the congregation, rather than to the Church Council. Each year, the Pastoral Relations Committee shall elect a chairperson from among its members who shall be the liaison between the committee and the Minister. The committee should make an annual report to the congregation. The committee shall meet with the pastor annually, during the month of October, and at such other times as may be required; and may want to report to the congregation after each of these meetings. These reports can evidence the committee's advocacies in behalf of the pastor and indicate the categories discussed during its deliberations.

(D) Responsibilities and procedures for the Pastoral Relations Committee shall be taken from the guidebook, *The Pastoral Relations Committee*, prepared by the UCC Office For Church Life and Leadership (or another such resource if this one is updated or replaced), and shall include but not be limited to an annual review of the pastor's performance.

(E) The Committee that selects an Interim Minister shall serve as a Pastoral Relations Committee during the Interim.

(F) Vacancies on a Pastoral Relations Committee shall be filled by candidates selected by the chairperson of the Pastoral Relations Committee and approved by the Pastor and the Church Council.

#### 10.11 **Standing Committees and Special Boards**

All standing Committees and Special Boards except as otherwise designated in this Constitution will be formed by, and be responsible to the Church Council.

#### 10.12 **Beginning of Term**

All elected and appointed members of the Church Council, committees, and boards will assume their offices on January 1. Appointments to fill vacancies occurring at other times will take effect immediately upon the action of Church Council, the Moderator, or the committee chairperson as appropriate.

Installation of elected members of Church Council, committees and boards and Association and Conference representatives will take place at a regular worship service in January.

#### 10.13 **Committee Vacancies**

Upon recommendation of the chairperson of any committee, the office of a member of the committee which has not fulfilled the obligations assigned to it for a period of three months, without a valid reason, may be declared vacant by a majority vote of the subject committee. The vacancy shall be filled by a candidate recommended by the Committee Chairperson and approved by the Church Council. (Exception: Vacancies on Diaconate shall be declared by majority vote of Council upon recommendation of the Diaconate, and filled upon recommendation of The Diaconate and approval of Council.)

10.14 **Annual Reports**

The Minister, Moderator, all committee chairpersons, Church officers, and the chairpersons of standing and special boards shall prepare a comprehensive report of the previous year's accomplishments and a program outlining their objectives for the coming year. These reports shall be submitted to the Church office prior to January 31 for compilation and distribution by February 28.

**ARTICLE 11 - MEETINGS OF THE CONGREGATION**

11.01 **Annual Congregational Meeting**

This meeting shall be for the purpose of electing members of the Church Council, Deacons, and Deaconesses, Pastoral Relations Committee, and representatives to meetings of the EOA and Ohio Conference. The meeting agenda shall also include the adoption of the Church budget, the transaction of other business of the Church, and shall be held when the Church Council shall specify, within the first three weeks of November.

11.02 **Special Meetings**

(A) Special meetings of the members of the Church may be called by the Church Council, the Moderator, or at the written request of ten members submitted to the Moderator. When requested by petition, the Moderator must call this meeting within four weeks of receipt of the request.

(B) Notice of every meeting of the members of the congregation, stating the place, day, and hour, shall be announced from the pulpit during two regular Sunday worship services preceding such meeting.

A written notice shall be mailed to the membership at least one week preceding such meeting and notice must be posted in a prominent place in the Church building.

(C) In the case of special meetings, the notice shall state the nature of the business to be transacted at the meeting. Only such business as mentioned in the notice may be transacted at this meeting.

11.03 **Postponement of Meetings**

In the event of an emergency, the Moderator may postpone congregational meetings and shall re-schedule them without unnecessary delay.

11.04 **Quorum and Vote**

The presence of thirty members entitled to vote shall constitute a quorum. If a quorum is not present, a majority of those present may delay the meeting for a time until a quorum is

available. A delay of half an hour is the maximum delay permitted. If a quorum cannot be obtained, the meeting is to be re-scheduled by the Moderator as soon as possible. Unless specified elsewhere herein, a simple majority shall constitute a decisive vote.

11.05 **Minutes**

At each annual meeting, the minutes of the previous annual meeting shall be made available to those present and if a majority of those present so direct, shall be read.

At each special meeting, no minutes of any previous annual meeting shall be read unless otherwise directed by a majority vote of those present.

**ARTICLE 12 - SACRAMENT OF THE LORD'S SUPPER**

12.01 The Sacrament of the Lord's Supper shall be observed regularly during the morning worship service on the first Sunday of every month and/or at such other times as the Diaconate or the Minister shall designate.

**ARTICLE 13 - AMENDMENTS**

13.01 This Constitution may be amended at an annual or special meeting of the congregation by a two-thirds affirmative vote.

13.02 The text of suggested amendments shall be posted in a conspicuous place in the Church. Notice of this posting shall be read from the pulpit during the two regular Sunday worship services preceding the called meeting, and the text shall be mailed to the membership at least one week prior to the meeting.

**ARTICLE 14 - CONSTITUTION REVIEW**

14.01 This Constitution shall be reviewed at least once every ten years by a committee appointed by Church Council.

**ARTICLE 15 - DISSOLUTION**

Upon dissolution of the church, its assets and all property and interests of which it shall then be possessed, including any devise, bequest, gift or grant contained in any will or other instrument, in dissolution, shall be transferred to the Eastern Ohio Association of the United Church of Christ, or its continuing body.



# ***RESOLUTIONS AND STATEMENTS***

## **STOW COMMUNITY CHURCH ENDOWMENT FUND RESOLUTION TO THE CHURCH CONSTITUTION**

- I. Resolution for amendment to the constitution of the Stow Community United Church of Christ, 1567 Pilgrim Drive, Stow, Ohio; incorporated as The Community Church of Stow.

Resolution to be adopted November 9, 2008.

An Endowment Fund shall be established. The purpose, management and operational procedures are hereinafter defined by a special resolution adopted and passed by the congregation. The Endowment Fund is a permanent fund of the Stow Community Church and is subject to the laws of the State of Ohio.

- II. Resolution to implement the Endowment Fund

The Endowment Fund is created for the charitable purposes of Stow Community Church, with the principal objectives being to promote and develop religious, charitable and educational activities, missions or capital improvements on the building and grounds for purposes not regularly budgeted by the Church membership.

- III. There shall be an Endowment Committee established to administer and manage the Endowment Fund, and shall consist of 5 members.
- IV. The Endowment Fund will receive and hold gifts made to the Church such as bequests, insurance policies, trusts, cash gifts, real estate and other planned or deferred assets as deemed by the Endowment Committee.
- V. The Principal of the Endowment Fund will be maintained in perpetuity and only the income earnings from the Fund will be used for the purposes of the Fund except as noted in Part B #4.

### **ENDOWMENT FUND PLAN**

- A. The Committee

The Committee shall consist of 5 members, all of whom shall be active members of The Stow Community Church. Except as noted, the term of each member shall be 3 years. The 3 standing members of the committee are the current Council Moderator, Council Treasurer and the Council Clerk. The Minister of Stow Community Church shall be an ex officio member of the Endowment Committee. There will be two (2) At Large members appointed by the committee for a term of 3 years. No appointed member shall serve more than two consecutive terms. After a lapse of 1 year, former members of the committee can be reappointed. In the event of a vacancy on the committee, the Church Council Moderator shall appoint a member to fill the vacancy.

The committee shall meet at least twice a year, or more frequently as deemed necessary in the best interest of the fund at the request of the Chairman or of 3 committee members. A quorum shall be 3 members. A majority of the committee shall carry any motions or resolutions.

The Moderator/Chairperson shall preside at all committee meetings. The Council Treasurer will be the Fund Treasurer and shall maintain complete and accurate records of accounts for the fund. Both the Moderator and Treasurer shall sign checks and all other documents on behalf of the congregation as determined by the committee.

The Committee Clerk shall maintain complete and accurate minutes of all meetings of the committee and supply a copy thereof to each member of the committee and to the Church Council. Each member shall keep these complete minutes to be delivered to his or her successor.

The Endowment Fund fiscal year shall be September 1 thru August 31 of the succeeding year.

The Committee shall have its books audited annually by a an internal auditing committee (who are not members of said committee) or qualified outside auditor for a presentation of the Annual Report to the Annual Congregational Meeting.

All assets are to be held in the name of the Endowment Fund of Stow Community Church.

The committee shall be empowered to hold, sell, exchange, reject, rent, lease, transfer, convert, invest, reinvest, and all respects to manage and control the assets of the fund, including stocks, bonds, mortgages, notes, or other securities of real property as in their judgment and discretion they deem wise and prudent. The committee shall report to the council twice a year and to the congregation at its Annual Congregational meeting. Members of the committee shall not be held liable for any losses which may be incurred upon the investments of the assets of the fund except to the extent such losses shall have been caused by bad faith or gross negligence. Members shall not be liable for the acts or omissions of any other members. No member shall engage in any self dealing or transactions with the fund in which the member has direct or indirect financial interest and shall at all times refrain from any conduct in which his or her personal interest would conflict with the interest of the fund.

**B. Accumulation and Distribution of the Fund**

1. The committee shall determine what is principal and income according to accepted accounting procedures.
2. The committee shall evaluate all requests for program support directed to the fund.
3. The Endowment Fund is a receptacle into which all matured bequests and charitable remainder interests will flow.

4. The income will support new or expanded program services (excluding normal operation expenses); and the principal will remain untouched, unless a dire emergency was declared by Church Council and approved by the Congregation.
5. The members of the endowment fund committee authorize the acceptance of donations restricted to the purpose of endowment.
6. If the donor specifies at the time of the gift, any significant endowment gift of \$10,000 or more, may be designated as a Named Account for recognition purposes.
7. Endowment gifts of less than \$10,000 shall be placed in the general endowment fund.
8. A donor wishing to make an endowment gift with revenue designated to a specific approved purpose or ministry is to be encouraged to include a clause allowing the endowment committee to redirect such revenue if the original purpose ministry ceases to exist.
9. Endowment gifts, the revenue of which is designated to a specific purpose other than an ongoing ministry or purpose may be accepted only with the approval of the endowment committee.
10. The purpose of this resolution is to allow the solicitation of new funds to strengthen the financial reserves of the church, thereby assuring the orderly continuation of the church's mission in Stow, Ohio.
11. Subject to the conditions above, endowment gifts may be accepted in the name of Stow Community Church and the endowment committee.
12. Gifts and bequests to the endowment fund, unless otherwise specified by grantors shall accumulate until the principal amount of \$20,000 is achieved, after which the income generated by the endowment fund principal may be expended annually and at such other times as deemed necessary and/or feasible to accomplish the following purposes:
  - a. Up to 50% of the annual earnings to a capital improvement fund or debt reduction of Stow Community Church.
  - b. The remainder of the annual earnings for the discretionary needs of the endowment fund committee including but not limited to the operating budget. Monies from the fund are not to exceed 20% of the annual operating budget for any given calendar year.
13. The yearly auditing report of investment products which are  
A part of the Endowment Fund will include the status of:
  - Savings Accounts
  - Certificate of Deposit
  - Treasury Certificates
  - Stocks
  - Mutual Funds
  - Bonds

Included in this review will be specific acknowledgement of donors (if permitted).

14. The committee shall devise a plan to encourage and attract more endowments and will publicize the results of the fund and The committee's decisions to allocate said fund at the expense of the funds' earnings.

15. The Endowment Fund Committee has the authority to accept or reject gifts of real property and other assets if such gifts present a risk, hazard, or liability such as a gift of real estate that is contaminated and violates Federal/State/Local environmental laws.

16. The Finance Committee in consultation with Council shall recommend to the Endowment Committee the purpose and/or projects for the funds to be distributed.

VI. Amending the Resolution

Any amendment to this resolution which will change, alter, or amend the purpose for which the fund is established will require for adoption a majority vote of members present at a duly called congregational meeting.

VII. Adoption of Resolution

This resolution, recommended by the Church Council and the Endowment Committee and accepted by the congregation at the regularly schedule congregation meeting November 9, 2008 is hereby adopted.

**STOW COMMUNITY UNITED CHURCH OF CHRIST  
STATEMENT OF WELCOME**

**The Stow Community United Church of Christ rededicates itself to a focus on the community. We will be authentically welcoming. We seek and submit to God's will as we partner with Jesus to invite in and bless those now outside the church. This means we will orient all our ministries, our worship programming and music to meet the spiritual and cultural needs of those outside the church—who God is calling to join us—as well as those inside the church. We celebrate the fact that each new family and new member will change and enrich the culture of this church.**

*Adopted unanimously at a special congregational meeting February 28, 2010*

