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VISION STATEMENT

We, the Springs congregation, have been changed by Jesus Christ. Saved by His love and forgiveness, we are empowered to carry forth His ministry, through obedience, teaching, service, and healing. Reaching out to all people, by faith we journey together praying, worshiping, and making disciples. By our living in the spirit, we reflect His love, joy, hope, and peace.

**PLAN OF ORGANIZATION
FOR THE
SPRINGS MENNONITE CHURCH**

ARTICLE 1 - DUTIES & PRIVILEGES OF MEMBERSHIP

Section 1. Members shall live a holy, separated and consecrated life unto God. Members are expected to attend the services of the church regularly and support the work of the church by their time, talents and means, up to or beyond the tithe, and share in witnessing to the unsaved. To the best of their abilities, they shall be willing to serve in any capacity to which the Lord, through the church, may call them.

- A) Each candidate for membership shall be interviewed prior to being accepted into membership using the following four questions:
- 1) What has been your faith pilgrimage?
 - 2) Where have you experienced sin in your life?
 - 3) How has God taught you through those experiences?
 - 4) How is your walk with Christ now?

The interview is to be conducted by the pastor on a one-to-one basis with the potential member. (The interview will be conducted by an Elder, in the event that the membership candidate is a member of the pastor's family.) The pastor or Elder who conducts the interview will then report back to the Board of Elders as to the nature of the discussion.

Section 2. Members in this congregation are entitled to participate in all general activities of the church and are eligible to hold any office. They shall be eligible to contribute to all decision-making brought before the congregation.

Section 3. Members of the congregation are pledged to give and receive counsel from others in the church. Each member, group, and ministry of the congregation shall be accountable to the members of the congregation. Please refer to *Agreeing and Disagreeing in Love* document as prepared by the Mennonite Church USA and attached on page 35.

Following the model set forth in Matthew 18:15-17 and Galatians 6:1, as suggested by this document, if a concern or disagreement is not resolved after taking 2 or 3 witnesses, the matter should be reported to the Board of Elders.

- 94 A) Should a member become an offense to the church by reason of unchristian conduct
95 and/or flagrant moral violation which is not repented of, the pastor and the Board of
96 Elders may recommend to the congregation that his/her membership be terminated, but
97 only after faithful efforts have been made to bring such member to repentance and
98 confession.
99 B) Members of the congregation shall continue to show Christian love and maintain a
100 redemptive relationship with those whose membership is terminated.

101 Section 4. Withdrawal from membership

- 102 A) Any member who desires a letter of transfer and recommendation sent to any other
103 church is entitled to such after the written request is approved by the pastor, Board of
104 Elders, and the congregation. In case of removal to another community, such request
105 shall be made as soon as possible after the move is completed.
106 B) If members send written request to be released from their covenant obligations to this
107 church, the pastor and Board of Elders, after they shall have patiently and kindly
108 endeavored to secure the member's continuance in its fellowship, may grant the
109 member's request with congregational approval.
110 C) A member withdrawing by written request or in any other way losing membership in
111 the congregation, thereby forfeits all rights and privileges to any and all properties
112 belonging to the congregation.

113 **ARTICLE II -- THE BOARD OF ELDERS**

114 Section 1. The Board of Elders shall consist of five lay members of the congregation
115 selected through the Gifts Discernment Process. Selections for the Board of Elders shall
116 precede selections for any other congregational positions. The Board shall be responsible to
117 the congregation.

118 The Elders shall be chosen by the congregation for three-year terms. These terms shall be
119 alternated so that no more than two Elders shall be selected in any one year. An elder may
120 serve for two full successive terms, and may again serve in the same position after having
121 been out of office for one term. An Elder will not continue to hold or assume any other
122 position that would result in being a member of Church Council.

123 Section 2. The Board shall select its own officers and shall meet at least once a month.

124 Section 3. The members to be chosen as Elders shall be individuals of sound judgment,
125 with spiritual maturity, exercising good leadership, and with congregational rapport. Elders
126 shall recognize the importance of confidentiality in many of the matters that are brought before
127 the Board. Therefore, the call to the Board of Elders shall be considered a responsible calling,
128 and members shall be installed by a congregational commissioning service.

129 Section 4. The Board of Elders and Pastor comprise the ministry team of the
130 congregation, providing leadership and care to the fellowship. This team shall seek to guide
131 the congregation in matters of doctrine, faith, and practice. The Board and Pastor shall be
132 mutually accountable in matters regarding ministerial task. The ethical standards for the
133 ministry team are outlined in *A Mennonite Polity for Ministerial Leadership* (© 1996.)

134 The ministry team shall be responsible in matters of discipline and/or reconciliation of
135 estranged members in the congregation. In the absence of the pastor, the Elders shall provide
136 pastoral leadership and care in the life of the congregation.

137 Section 5. At least six months preceding the end of the pastor's term of service, the
138 Board of Elders, with input from Church Council shall review his/her tenure of service and
139 make a recommendation to Church Council for congregational approval.

140 Section 6. Elders, in consultation with Church Council, are encouraged to appoint a
141 committee to negotiate the renewal of the pastor's covenant agreement including the salary
142 package. The package shall then be presented to the congregation for approval.

143 Section 7. The Board of Elders may appoint individuals or committees as they see fit to
144 assist them in their responsibilities and shall review the work of these individuals or
145 committees periodically.

146 Section 8. The Board of Elders shall select a Gifts Discernment Committee of five
147 members of the congregation. The Board of Elders shall first review the information gathered
148 by a gifts survey and also review names suggested by the congregation before making their
149 selection. When the Board has achieved consensus, an Elder shall personally contact the
150 nominee and ask for their decision. When a nominee has been selected and has shown his or
151 her willingness to serve, their name will be submitted for congregational approval.

152 Section 9. If a conflict goes unresolved between Elders and the pastor after following the
153 initial steps of the *Agreeing and Disagreeing in Love* document (see page 35), they may
154 request Church Council to appoint a mediation team or suggest an alternative solution. If there
155 is an unresolved conflict between Elders and Church Council, the Overseer should be
156 requested to appoint a mediation team or suggest an alternative solution.

157 **ARTICLE III – PASTOR**

158 Section 1. The Board of Elders shall oversee the licensing and/or ordination of the pastor
159 as suggested by Allegheny Mennonite Conference Leadership Commission.

160 Section 2. The duties of the pastor shall be as designated first by the Board of Elders and
161 then by Article VI Section A of the Conference Constitution (2004).

162 Section 3. If additional ministerial help should be needed, it shall be recommended by the
163 Board of Elders for approval by the congregation.

164 Section 4. The pastor shall serve as a non-voting member on all boards, councils, or
165 committees of the congregation.

166 Section 5. At least six months preceding the end of the pastor's term of service, the
167 Board of Elders, with input from Church Council shall review his/her tenure of service and
168 make a recommendation to Church Council for congregational approval. The pastor shall give
169 the congregation at least 90 days notice of his/her intention of leaving the congregation.

170 Section 6. Just as members of the congregation are pledged to give and receive counsel
171 from others in the church, the pastor shall be accountable to the congregation through the
172 Church Council. Please refer to *Agreeing and Disagreeing in Love* document as prepared by
173 the Mennonite Church USA and attached on page 35.

- 174 A) Should a pastor become an offense to the church by reason of unchristian conduct
175 and/or flagrant moral violation, Church Council may take action, or the Board of
176 Elders may make a recommendation to Church Council that his/her covenant be
177 terminated. Final action shall be brought to the congregation for approval.
178 B) Members of the congregation shall continue to show Christian love and maintain a
179 redemptive relationship with a pastor whose covenant is terminated.
180 C) If a conflict goes unresolved between Elders and the pastor, or Church Council and the
181 pastor, after following the initial steps of the *Agreeing and Disagreeing in Love*
182 document (see page 35), they may request Church Council or the Board of Elders
183 respectively, to appoint a mediation team or suggest an alternative solution.

184 **ARTICLE IV – THE OVERSEER**

185 Section 1. The congregation shall select an overseer/regional minister in cooperation with
186 the Board of Elders and with the Leadership Commission of Allegheny Conference.

187 Section 2. The overseer’s / regional minister’s duties shall be as outlined by the Board of
188 Elders and Article IV Section B.1.(5)(a) of the Conference Constitution.

189 **ARTICLE V – CONGREGATIONAL OFFICERS**

190 Section 1. The officers of the congregation shall consist of a congregational chairperson,
191 a congregational secretary, and a congregational treasurer. A description of the scope of
192 ministry for each of these officers is found in Appendix A of this document.

193 Section 2. The officers shall be selected by the congregation from the membership
194 through the Gifts Discernment Process for a term of three years, with length of the first term
195 of each being such that one officer will be selected each year. The officers may serve for two
196 full successive terms and may again serve in the same position after having been out of office
197 for one term.

198 Section 3. The Congregational Chairperson shall preside at all meetings of the Church
199 Council and at all annual meetings of the congregation.

200 Any person holding a position in the church who wishes to resign from that post must
201 contact the Congregational Chairperson either in person or in writing.

202 If and when a vacancy occurs in a church position, the Congregational Chairperson shall
203 call a meeting with the Chairperson of the Board of Elders, the Chairperson of the Gifts
204 Discernment Committee, and the Pastor. This group shall be responsible for appointing
205 someone to fill the unexpired term of office whether the vacancy appears because of death,
206 resignation, or extended absence from congregational life. Persons’ names who have been
207 called to serve in a church position in this manner will be presented to the members for
208 affirmation. At their discretion, this ad hoc committee may choose to refer the obligation to
209 fill the position to the Gifts Discernment Committee.

210 Section 4. The congregational secretary shall keep a record of all meetings of the Church
211 Council and the congregation, maintain all records and documents of the congregation, and
212 perform such other duties as requested by the pastor or chairperson of the congregation.

213 Section 5. The congregational treasurer shall receive, hold and disburse funds of the
214 congregation, keep an accurate record of all receipts and disbursements and assist the Church

215 Council in the preparation of the annual church budget. The treasurer shall perform such other
216 duties as requested by the pastor or chairperson of the congregation.

217 **ARTICLE VI – THE CHURCH COUNCIL**

218 Section 1. The Church Council shall consist of the congregational chairperson,
219 congregational secretary, congregational treasurer, chairperson of the Board of Elders,
220 chairperson of the Board of Trustees, second year Adult and Junior Department Sunday
221 School superintendents, president of the Daughters of Dorcas, an MYF representative, and
222 two (2) at-large Council members. The council shall be responsible to the congregation and
223 shall meet at least once a month.

224 A) The two at-large Council members shall be selected from the congregation using the
225 Gifts Discernment process for a term of three years, alternating also with the Council
226 Chairperson so that one person is selected each year. Whenever possible, the at-large
227 Council members should not continue to hold or assume any other position that would
228 result in being a member of Church Council.

229 Section 2. The council shall seek to:

- 230 A) Unify the activities of the congregation.
231 B) Give to, and receive counsel from persons carrying responsibility in either the Sunday
232 School, church, committees, or congregational programs.
233 C) Assume general responsibility for the preparation and administration of the budget as
234 approved by the congregation.
235 D) Arrange for special meetings of the congregation.
236 E) Determine and periodically review job descriptions for congregational positions and
237 council appointees.
238 F) Establish the policies and procedures of the congregation with congregational approval.

239 Section 3. The Church Council may appoint individuals, a parliamentarian, or
240 committees as they see fit to assist them in their responsibilities and shall review the work of
241 these individuals or committees periodically. Church Council shall hire legal counsel when
242 deemed necessary.

243 In the case of hiring a new pastor, the Congregational Chairperson, Chairperson of the
244 Board of Elders, and the Chairperson of the Gifts Discernment Committee, shall appoint a
245 Pastoral Search Committee for congregational approval. This Pastoral Search Committee
246 should include representation from Church Council, Board of Elders, and the congregation at
247 large. The Pastoral Search Committee should conduct a pastoral search and then, they, along
248 with Church Council, shall finalize the covenant agreement and salary package to be presented
249 to the congregation for approval.

250 Section 4. If a conflict goes unresolved between Church Council and the pastor after
251 following the initial steps of the *Agreeing and Disagreeing in Love* document (see page 35),
252 they may request Elders to appoint a mediation team or suggest an alternative solution. If
253 there is an unresolved conflict between Elders and Church Council, the Overseer should be
254 requested to appoint a mediation team or suggest an alternative solution.

255 **ARTICLE VII – THE BOARD OF TRUSTEES**

256 Section 1. The Board of Trustees shall be composed of three members of the
257 congregation selected by the congregation through the Gifts Discernment Process for three-
258 year terms. Those terms shall be staggered in such a way that the term of one trustee will
259 expire each year. A trustee shall not be eligible for another term of office for a period of one
260 year. The Board is responsible to the congregation through the Church Council.

261 Section 2. The Board of Trustees shall have full authority and responsibility for the
262 management and operation of real property on behalf of the congregation. A description of the
263 scope of ministry for Trustees is found in Appendix A of this document.

264 Section 3. The Chairperson of the Board of Trustees shall be the trustee serving the third
265 year of his or her term as a member of the Board of Trustees.

266 Section 4. The Chairperson of the Board of Trustees shall have the power to execute all
267 contracts, agreements, leases, mortgages, notes, bonds, and deeds relating to and necessary to
268 encumber or convey real property of the congregation. All such legal documents and
269 instruments relating to real property shall be countersigned by the Congregational Chairperson.

270 Section 5. The Board of Trustees may appoint individuals or committees as they see fit to
271 assist them in their responsibilities and shall review the work of these individuals or
272 committees periodically.

273 **ARTICLE VIII – THE CEMETERY COMMITTEE**

274 Section 1. The Cemetery Committee shall be composed of three members of the
275 congregation selected by the congregation through the Gifts Discernment Process for three-
276 year terms. Those terms shall be staggered in such a way that the term of one committee
277 member will expire each year. The Cemetery Committee is responsible to the congregation
278 through the Trustees.

279 Section 2. The Cemetery Committee shall have the full authority and responsibility for
280 the management, maintenance, and operation of the cemetery property. A description of the
281 scope of ministry for the Cemetery Committee is found in Appendix A of this document.

282 **ARTICLE IX – GIFTS DISCERNMENT COMMITTEE**

283 Section 1. The purpose of the Gifts Discernment Committee shall be to provide active
284 methods of discerning and developing gifts among members and to encourage the use of those
285 talents and gifts. They shall be a resource to Church Council, the Elders, Sunday School
286 Superintendents, and other leaders and organizations in finding persons for various
287 assignments within the church.

288 Section 2. The Committee shall consist of five members of the congregation each with
289 three-year renewable terms. Terms shall be alternated so that no more than two persons' terms
290 expire in any given year. The committee shall select their own officers from within as needed.

291 Section 3. Procedure

292 A) The Gifts Discernment Committee shall develop an ongoing personnel file using a
293 congregational gifts survey and suggested names from the congregation.

- 294 1) The congregational gifts survey shall seek to learn from and encourage each member
295 to express what activities he or she has interest in participating in, and where each
296 feels their talents lie.
- 297 2) The committee shall then ask the congregation for suggested names of persons they
298 see as having talents or abilities to perform the various tasks within the
299 congregation.
- 300 B) The Gifts Discernment Committee will use the steps below in calling persons to serve
301 the congregation for the following designated positions and any other positions as
302 called for by the Church Council and/or the Board of Elders.
- 303 ▪ Elders
 - 304 ▪ Congregational Chairperson
 - 305 ▪ Congregational Secretary
 - 306 ▪ Congregational Treasurer
 - 307 ▪ Trustees
 - 308 ▪ Sunday School Superintendents
 - 309 ▪ Sunday School Secretary
 - 310 ▪ Ushers
 - 311 ▪ Bible School Committee
 - 312 ▪ Retreat Committee
 - 313 ▪ HOPE Committee
 - 314 ▪ At-large Council members
 - 315 ▪ Music Committee
 - 316 ▪ Visual Arts Committee
 - 317 ▪ Librarians
 - 318 ▪ Hospitality Committee
 - 319 ▪ Conference Delegates
 - 320 ▪ Outreach Committee
 - 321 ▪ Cemetery Committee
- 322 1.) Using the congregational gifts survey and the names suggested by the congregation,
323 the committee shall develop a list of persons selected for service within the
324 congregation.
- 325 a.) Anyone appointed by the Gifts Discernment Committee to a position on the Board
326 of Elders must be a member of the congregation. Anyone appointed by the Gifts
327 Discernment Committee to a position on Church Council or a position where they
328 will eventually serve on Church Council must be a member of the congregation.
329 The Gifts Discernment Committee and Conference Delegates shall be comprised of
330 100% members of the congregation. Any other committee or team of advisors
331 must be comprised of at least 50% members of the congregation.
 - 332 b.) In the case of Board of Elders:
 - 333 i.) Selections for the Board of Elders shall precede selections for any other
334 congregational positions.
 - 335 ii.) An elder will not continue to hold or assume any other position that would
336 result in being a member of Church Council.
 - 337 iii.) The pastor will contact persons proposed for the Board of Elders.

- 338 2.) When the Gifts Discernment Committee agrees and has achieved consensus, the list
 339 of nominees shall be presented confidentially and individually to each Church
 340 Council member for confirmation.
- 341 a.) If any one Council member raises a question about the suitability or spiritual
 342 qualification of a name proposed, this person's name will be returned to the Gifts
 343 Discernment Committee.
- 344 b.) If an objection, question, or concern is raised, the Gifts Discernment Committee
 345 will convey this to the Elders for handling before the proposed person will be
 346 considered for any assignment.
- 347 c.) The Elders are responsible to follow through on reviewing the matter with the
 348 objecting Council member and give counsel to the Gifts Discernment Committee
 349 concerning the use of this person in church assignment.
- 350 d.) It shall be the purpose of the Gifts Discernment Committee and the Elders to seek
 351 to use all members to serve and share in some way in the life of the congregation.
 352 It shall not be assumed that a person shall be set aside because of certain problems
 353 or "growing needs" in their lives.
- 354 3.) After confirmation by Church Council, a member of the Gifts Discernment
 355 Committee will contact the proposed person (personally, if at all possible), explain
 356 the task, convey the call of the church to serve, and ask for their prayerful decision.
 357 If this person declines the proposed assignment, they will be asked what area of
 358 interest and availability they may have in serving. This will be conveyed to the
 359 Committee and become part of the information pool or personnel file.
- 360 a.) Each person confirmed by the Council is advised that he or she must yet be
 361 confirmed by the congregation.
- 362 4.) When all positions of the congregation are filled through the above process, the
 363 names will be presented to the congregation for two weeks of prayerful reflection.
 364 Any questions shall be directed to the Gifts Discernment Committee and resolutions
 365 of concerns will be sought prior to congregational approval.
- 366 a.) Any concern raised by a member of the congregation will be clarified with the
 367 person expressing the concern, and if it is determined that the cause is just, the
 368 Elders will resolve this with the proposed person before he or she is affirmed by
 369 the congregation.
- 370 b.) Ideally each person will serve with unanimous voice and support of the entire
 371 congregation.

372 C) Ongoing Assessment of Gifts

- 373 1.) The Gifts Discernment Committee shall advise the Elders, Church Council, and
 374 congregational members of needs in the congregation and prayerful suggestions will
 375 be solicited.
- 376 2.) The Gifts Discernment Committee is encouraged to visit with persons to determine
 377 their interests, abilities, and availability before specific assignments are proposed to
 378 them.

379 **ARTICLE X – SUNDAY SCHOOL**

380 Section 1. The Sunday School shall consist of an Adult Department and a Junior
 381 Department. The Sunday School shall be a teaching program presenting Christ to people as

382 Savior and Lord, encouraging commitment to Him, and helping all to grow toward Christian
383 maturity.

384 Section 2. There will be two superintendents for each department who will be responsible
385 for overseeing of the department's program, the call of teachers to specific classes, and
386 provide for any opening services. A description of the scope of ministry for the Sunday School
387 Superintendents is found in Appendix A of this document.

388 Section 3. The superintendents shall be chosen from the membership of the congregation
389 through the Gifts Discernment Process for alternating terms of two years for each department.
390 The second year superintendent shall be a member of Church Council.

391 **ARTICLE XI – BIBLE SCHOOL COMMITTEE**

392 Section 1. The purpose of the Bible School Committee shall be to plan, oversee, and
393 coordinate the summer Bible School program. The Bible School shall be a teaching program
394 presenting Christ to people as Savior and Lord, encouraging commitment to Him, and helping
395 all to grow toward Christian maturity. A description of the scope of ministry for the Bible
396 School Committee is found in Appendix A of this document.

397 Section 2. The Committee shall consist of three persons selected by the congregation
398 using the Gifts Discernment Process with three-year terms alternating so that one member is
399 chosen each year. The chair of the committee shall be the member serving the third year of
400 their term.

401 **ARTICLE XII – LIBRARY**

402 Section 1. The librarian shall be responsible for the selection and management of media
403 (both print and non-print), as well as facilitating the use of the library for the congregation.

404 A description of the scope of ministry for the librarians is found in Appendix A of this
405 document.

406 **ARTICLE XIII – HOSPITALITY COMMITTEE**

407 Section 1. The Hospitality Committee shall be responsible for preparing and serving
408 meals for such occasions as funerals, visiting groups, and others who may need their services.
409 The committee also gives oversight to the kitchen and kitchen supplies. A description of the
410 scope of ministry for the Hospitality Committee is found in Appendix A of this document.

411 Section 2. The Hospitality Committee shall consist of three persons each with three-year
412 terms alternating so that one member is selected through the Gifts Discernment Process each
413 year. The committee shall select their own officers from within as needed.

414 **ARTICLE XIV – WORSHIP COMMITTEE**

415 Section 1. The purpose of the Worship Committee shall be to plan and oversee the public
416 worship services of the congregation for Sunday mornings and other special occasions. They
417 shall provide coordination between persons involved in the worship services. The worship

418 committee is responsible to the Board of Elders. A description of the scope of ministry for the
419 Worship Committee is found in Appendix A of this document.

420 Section 2. The Worship Committee shall consist of volunteers or appointees approved by the
421 Board of Elders each with a term of one year or longer. The committee shall select their own
422 officers from within as needed.

423 **ARTICLE XV – MUSIC COMMITTEE**

424 Section 1. The purpose of the Music Committee shall be to plan and coordinate Christian
425 music for regular worship services and for special services as needed. A description of the
426 scope of ministry for the Music Committee is found in Appendix A of this document.

427 Section 2. The Music Committee shall consist of three persons each with three-year terms
428 alternating so that one member is selected each year by the congregation using the Gifts
429 Discernment Process. The committee shall select their own officers from within as needed.

430 **ARTICLE XVI – OUTREACH COMMITTEE**

431 Section 1. The purpose of the Outreach Committee shall be to plan, train, and oversee the
432 ways that the congregation can present the community with the Gospel message, the tenets of
433 our faith, and our openness to the community and visitors to join in our services, fellowship,
434 and ministries. A description of the scope of ministry for the Outreach Committee is found in
435 Appendix A of this document.

436 Section 2. The Outreach Committee will consist of three persons each with three-year
437 terms alternating so that one member is selected each year by the congregation using the Gifts
438 Discernment Process. The committee shall select their own officers from within as needed.

439 **ARTICLE XVII – RETREAT COMMITTEE**

440 Section 1. The purpose of the Retreat Committee shall be to plan, organize, and oversee
441 the annual church retreat. The church retreat is a weekend event to gather the congregation in
442 a weekend of informal worship, input, and interaction. A description of the scope of ministry
443 for the Retreat Committee is found in Appendix A of this document.

444 Section 2. The Retreat Committee will consist of three persons each with three-year
445 terms alternating so that one member is selected each year by the congregation using the Gifts
446 Discernment Process. The committee shall select their own officers from within as needed.

447 **ARTICLE XVIII– DAUGHTERS OF DORCAS**

448 Section 1. The purpose of the Daughters of Dorcas shall be to foster the missionary spirit
449 by aiding foreign and home missions, charitable institutions, needy within the area and to
450 promote fellowship among its members. A description of the scope of ministry for the
451 Daughters of Dorcas is found in Appendix A of this document.

452 Section 2. The Daughters of Dorcas organization shall include all persons who desire to
453 participate in the organization. The Daughters of Dorcas shall select their own officers.

454 **ARTICLE XIX – MENNONITE YOUTH FELLOWSHIP (MYF)**

455 Section 1. The MYF shall promote a spiritual life and fellowship among its members so
456 that they may come to know Jesus Christ as Lord and Savior. They shall also promote local

457 youth ministry and service activities, Conference youth events, national youth convention
458 (MCUSA) and other functions in keeping with the purpose of its organization.

459 Section 2. Membership shall be open to any young person upon entering the ninth grade.

460 Section 3. Adult supervision for the MYF shall be provided by the congregation. A
461 description of the scope of ministry for the MYF Advisors is found in Appendix A of this
462 document. Each year the Gifts Discernment Committee shall confidentially provide the Board
463 of Elders with a list of persons they would propose to be MYF advisors. The Board of Elders
464 shall review the list and forward it to the MYF indicating their approval and preferences
465 regarding these persons. The MYF shall then return their list of preferred candidates to the
466 Elders in order for personal contacts to be made.

467 **ARTICLE XX – JUNIOR YOUTH FELLOWSHIP (JYF)**

468 Section 1. The JYF shall promote strong faith interaction between young people and
469 advisors as well as between children and parents. They shall promote community outreach and
470 help young people deal with everyday issues facing them.

471 Section 2. Membership shall be open to any young person, typically Grades 5 – 8.

472 Section 3. Adult supervision for the JYF shall be provided by the congregation. A
473 description of the scope of ministry for the JYF Advisors is found in Appendix A of this
474 document. Each year the Gifts Discernment Committee, working with the current team of JYF
475 advisors, shall prepare a list of proposed advisors for the coming year. This list shall be
476 confidentially presented to the Board of Elders prior to the beginning of the church year for
477 their approval and in order for personal contacts to be made.

478 **ARTICLE XXI– JUST FOR KIDS (JFK)**

479 Section 1. The JFK meetings shall be a time of fellowship, crafts, and activities that will
480 serve to introduce children to our church family.

481 Section 2. Membership shall be open to any young person, typically Grades 1 – 4.
482 Kindergarten students may or may not be included as the advisors see fit.

483 Section 3. Adult supervision for the JFK shall be provided by the congregation. A
484 description of the scope of ministry for the JFK Advisors is found in Appendix A of this
485 document. Each year the Gifts Discernment Committee, working with the current team of JFK
486 advisors, shall prepare a list of proposed advisors for the coming year. This list shall be
487 confidentially presented to the Board of Elders prior to the beginning of the church year for
488 their approval and in order for personal contacts to be made.

489 **ARTICLE XXII MINISTERS OF VISITATION**

490 Section 1. The Ministers of Visitation shall assist the pastor with the visitation of the
491 elderly and shut-ins in the congregation and community. They shall meet regularly with the
492 pastor to determine who should be visited, and to coordinate visitation duties. A description of
493 the scope of ministry for the Ministers of Visitation is found in Appendix A of this document.

494 Section 2. The Ministers of Visitation will consist of 4 persons, each with 2-year terms,
495 with two new members selected by the Elders each year.

496 **ARTICLE XXIII – DELEGATES TO CONFERENCE AND NATIONAL DELEGATE**
497 **ASSEMBLY**

498 Section 1.

- 499 A) Delegates shall represent the congregation to the Conference in accordance with the
500 guidelines prescribed in the constitution of the Allegheny Mennonite Conference. A
501 description of the scope of ministry for the delegates is found in Appendix A of this
502 document.
- 503 B) Delegates shall represent the congregation to the National Delegate Assembly in
504 accordance with the by-laws of the Mennonite Church USA.

505 Section 2. The persons who represent the following congregational offices shall act as our
506 delegates to Allegheny Conference:

- 507 A) the pastor
508 B) the congregational chairperson, or another member of Church Council
509 C) the chairperson of the Board of Elders, or another member of the Board of Elders
510 D) the church treasurer, or a member of Church Council
- 511 i.) If a delegate cannot be found among the Board of Elders or Church Council,
512 either of these groups may appoint a representative from the general
513 membership. Whenever possible, the persons listed as B, C, & D above should
514 serve a 1-2 year term as a delegate.
- 515 ii.) The congregation, using the Gifts Discernment Process, shall select three at-
516 large Conference delegates from the membership for four-year terms. These
517 terms shall be staggered so that one delegate will be selected for a four-year
518 term in any one year.

519 Section 3. Delegates and alternates to the National Delegate Assembly shall be appointed
520 by Church Council in accordance with Mennonite Church USA guidelines and from the
521 following groups in descending order:

- 522 1.) Pastor and at-large Conference delegates
523 2.) Other Conference delegates
524 3.) Church Council and Board of Elders
525 4.) Congregational Membership

526 **ARTICLE XXIV – MEETINGS**

527 Section 1. The congregational year shall be from September 1 through August 31. The
528 annual congregational meetings shall be held within two months after the end of the
529 congregational year. The Church Council shall determine the exact date and place for the
530 meeting.

531 Section 2. A special meeting of this congregation may be called by either the Church
532 Council or the Board of Elders. A special meeting may be called by a written request signed
533 by ten members of the congregation and presented to either Church Council or the Board of
534 Elders.

