

The Katahdin Association of the United Church of Christ
BY-LAWS
(Revised and Adopted February 3, 2018)

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ARTICLE I. NAME

This body shall be known as the Katahdin Association of Churches and Ministers of the Maine Conference of the United Church of Christ (UCC) hereafter in these By-Laws known as Association and Conference, respectively.

ARTICLE II FAITH

The faith which unites us, and to which we bear witness, is that faith in God which the Scriptures of the Old and New Testaments set forth, which the ancient Church expressed in the ecumenical creeds, to which our own spiritual forebears gave utterance in the Evangelical confessions of the Reformation, and which we are duty bound to express in the words of our time, as God gives us the light.

In all our expression of that faith, we seek to preserve unity of heart and spirit with those who have gone before us, as well as those who labor with us. As a contemporary expression of our faith, we adopt and recommend for use by the member churches of this Association, the Statement of Faith of the United Church of Christ

ARTICLE III. CHARACTER

We believe in the freedom and responsibility of the individual soul, and the right of private judgment. We hold to the autonomy of the local church, and its independence of all ecclesiastical control, and in this way witness to the reality that the Church is known best in this world at that place where two or three are gathered together in Christ's name for worship.

While affirming the liberty of our churches, we hold also to the unity and universality of the Church, which is the body of Christ. We therefore cherish the fellowship of the churches, united in district, state, and national bodies, for counsel and cooperation in matters of mutual concern, and will unite with all bodies of the church in hearty cooperation, and will earnestly seek, so far as in us lies, that the prayer of our Lord for His disciples may be answered: that all may be one. This Association of churches shall therefore be in covenantal relationship with the Maine Conference of the United Church of Christ and the General Synod of the UCC.

ARTICLE IV. PURPOSE AND OBJECTIVES

The purpose of this Association shall be to promote the spiritual life, to develop cooperative relationships among our churches and ministers, to conserve the standing of the ministry, and to work with our state and national organizations in the furtherance of our denominational activities.

In carrying out this purpose, the Association, except when requested by a local congregation, shall exercise no ecclesiastical authority, nor interfere with the government or discipline of the churches.

When such advice or action is desired, it shall be by the Association sitting as an Ecclesiastical Council, to be called by the Scribe, at the request of a local church, in accordance with the rules adopted by the Association for the regulation of such councils.

The Association, acting for the whole UCC, ordains, commissions, and licenses persons for ministry; grants and maintains student in-care status, member in discernment status, ordained ministerial standing, and dual ordained ministerial standing; grants privilege of call; installs authorized ministers; and reviews and disciplines its authorized ministers.

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ARTICLE V. MEMBERSHIP

The membership shall consist of churches and ministers, as provided in the following paragraphs of this Article.

A. CHURCHES

UCC Churches in Penobscot, Piscataquis and Aroostook Counties and adjoining areas who elect to actively support the work of the Association.

The member churches consist of the following named churches as of the creation of the Katahdin Association

Bangor, All Souls Congregational Church UCC,
Bangor, Hammond Street Congregational UCC
Brewer, First Congregational Church, UCC
Brownville, Brownville Community Church, UCC
Dover-Foxcroft Congregational Church UCC
East Millinocket, First Congregational Church, UCC
Fort Fairfield, United Parish Church, UCC & UMC
Fort Kent, Christ Church, UCC
Greenville, Union Evangelical Church UCC
Hampden, Congregational Church UCC
Holden, Congregational Church UCC
Houlton, First Congregational Church of Houlton, UCC,
Island Falls, Whittier Congregational Church, UCC,
Lincoln, First Congregational Church of Lincoln UCC
Milford, Congregational Church UCC
Newport, High Street Congregational Church UCC
Old Town/Stillwater, Stillwater Federated
Presque Isle, Presque Isle Congregational Church, UCC,
Rockwood, Rockwood Community Church UCC,
Springfield, Springfield Congregational Church, UCC

And such other churches as shall hereafter be received by vote of the Association.

Churches in good standing may dissolve their connection with the Association upon their written request.

B. MINISTERS

The ministerial membership shall consist of those ministers who were members in good standing of the Aroostook and Penobscot-Piscataquis Associations on the date that the Katahdin Association is established, and such other ministers as shall hereafter be received in accordance with the following provisions:

Ministers may be received as members of this Association:

- (1.) who are serving churches in this association, and who ask to have their standing vouched for by this body;
- (2.) who are employed as missionaries, as teachers in a college or theological school, as officers or secretaries of denominational agencies, or in other similar official capacity, and who shall render to the Association satisfactory reason for having their ministerial standing with this body;
- (3.) who, having served in such capacities, here or elsewhere, have retired from active service;

108 (4.) who are members of churches in this Association and not included in any of the classes described in
 109 (1.) to (3.) inclusive, and who, after careful examination, are approved by the Committee on Ministry. All
 110 such persons shall furnish the Association with satisfactory credentials of ministerial standing, and, in all
 111 cases of reception into membership, or licensing, membership in a UCC congregation shall be a
 112 prerequisite. When a person is ordained, or installed, or recognized as minister of a church in this
 113 Association by the Ecclesiastical Council, that person shall, without additional action, become a member
 114 of this Association.

115 (5). All those who are "Members in Discernment" of this Association.

116 (6.). The Conference Ministers of the Maine Conference as they are in attendance at meetings of the
 117 Association.

118

119 C. TERMINATION OF MINISTERIAL MEMBERSHIP

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121 (1.) Letters of Transfer and/or recommendations shall be granted by vote of the Committee on Ministry;
 122 such action to be reported to the Scribe in a timely fashion, and to the Association at its next meeting for
 123 record in the Minutes. (2.) It shall also be the policy of the Association not to continue on its list of
 124 accredited ministers those who have transferred their fields of activity to denominations not in
 125 relationship with the UCC.

126 (3.) If, upon making its annual review of the list of accredited ministers, the Committee on Ministry shall
 127 be unable to ascertain the whereabouts of any one whose name appears on the list, the fact shall be duly
 128 noted in its records, and reported at the next Annual Meeting of the Association. They shall also report
 129 this information to the Conference and the national office of the UCC.

130

131 D. WITHDRAWAL OF FELLOWSHIP

132

133 (1.) This Association, having the right to ordain ministers, and being entrusted by the churches with the
 134 standing of ministers within its bounds, shall adhere to the policies and procedures of the Maine
 135 Conference for fitness reviews.

136

137 ARTICLE VI. MEETINGS

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139 1. BUSINESS AND FELLOWSHIP MEETINGS:

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141 This Association shall hold three meetings each year. Two business meetings:

142 (1) an Annual Meeting in the spring at which elections are held and a budget established,

143 (2) a business meeting in the fall; and

144 (3) a fellowship mid-winter meeting at which business may be conducted if necessary. The time and place
 145 and the agenda of such meetings shall be designated by the Executive Committee with due notice to the
 146 Association. Additional meetings of the Association may be called by the Executive Committee upon due
 147 notice to the churches and ministers of the Association. Final authority regarding any matter rests
 148 ultimately with the Association; and decisions by any Officer or Committee are subject to appeal to,
 149 review by, and subsequent decision by the Association.

150

151 2. ECCLESIASTICAL COUNCIL MEETINGS:

152

153 The Association shall meet as an Ecclesiastical Council for the purpose of ordination and for other
 154 purposes of such a council as guided by the Manual on Ministry of the UCC and the policies and
 155 procedures of the Maine Conference of the UCC. Meetings of an Ecclesiastical Council shall be called by
 156 the Executive Committee after consultation with or recommendation from the Committee on Ministry.
 157 The call for an Ecclesiastical Council meeting shall be issued through the Scribe of the Association and
 158 the agenda shall be limited to the matter named in the call or letter-missive. The minutes of every
 159 Ecclesiastical Council shall be filed with the clerk of the Conference.

160

161 ARTICLE VII. REPRESENTATION AND QUORUMS

162
163 Voting members of the Association shall consist of two lay delegates from each member-church and an
164 additional lay delegate for each 100 in excess of 200 resident members of each member- church, and all
165 ministerial members, licensees, and all members of the Executive Committee including officers and the
166 representatives to the Commissions and the Coordinating Council. In addition, one youth delegate from
167 each member church, and all members in discernment of the association.

168
169 In all Association and Council meetings a majority of the voting members present shall be decisive,
170 except as otherwise herein provided.

171
172 Voting representation from seven of the member churches shall constitute a quorum in all Association
173 and Ecclesiastical Council meetings.

174
175 ARTICLE VIII OFFICERS, LENGTH OF TERM AND DUTIES

176
177 Extended Length of terms:

178
179 Officers may continue for a second term if desired by the Association, but serving a third consecutive
180 term shall only occur under special circumstances as approved by the Association. When possible,
181 officers shall be chosen from candidates who reside in differing geographic areas of the Association.

182
183 The Officers of the Association shall be:

184
185 1. MODERATOR - one-year term.

186 When possible the office of moderator shall alternate between a lay member and a minister. The
187 Moderator shall preside at all regular and special meetings of the Association, and shall serve as
188 chairperson of the Executive Committee. The Moderator shall be an ex-officio (voice but no vote)
189 member of all committees.

190
191 2. VICE-MODERATOR - one-year term

192 The Vice-Moderator shall preside at all regular and special meetings of the Association in the absence of
193 the moderator and shall fill the vacancy and term of the Moderator if needed. When possible, the office
194 of Vice-Moderator shall alternate between a lay member and a minister. At the request of the moderator,
195 the vice moderator may assume and fulfill the roles of the moderator for specified purposes.

196
197 3. SCRIBE - three-year term.

198 The Scribe shall be responsible for all records and minutes of all Association and Ecclesiastical Council
199 meetings, and all other essential records. Immediately following the spring and fall meetings and any
200 other meetings at which business is conducted, the Scribe shall send the minutes of said meeting to each
201 member of the Executive Committee, as well as, on request, to any member of the Association. The
202 Scribe may use either email or ground mail for communication. The Scribe shall keep a record of the
203 name of the ecclesiastical authority last passing upon the standing of each minister, with the date and
204 place of such authorization and shall report a list of the Association's accredited ministers to the Registrar
205 of the Conference and the Secretary of the General Synod of the U.C.C. If the Scribe is unable to fulfill a
206 full term, a replacement shall be appointed by the nominating committee until the next annual meeting of
207 the Association, when a Scribe shall be elected for a full term.

208
209 4. TREASURER - three-year term.

210 The Treasurer shall bill and collect Maine Conference UCC and Association fellowship dues; receive all
211 monies from the Member Churches, keeping proper account books and accounts of the monies received
212 and disbursed as approved by the Association and Executive Committee. The Treasurer shall make
213 regular reports to the Executive Committee throughout the year and submit a written report to the annual
214 meeting to be filed with the Scribe. If the Treasurer is unable to fulfill a full term, a replacement shall be

215 appointed until the next business meeting of the Association, when a Treasurer shall be elected for a full
216 term.

217
218 5. AUDITOR- one-year term.

219
220 ARTICLE IX. STANDING COMMITTEES

221
222 The following are the standing committees of the Association: The Executive Committee,
223 Committee on Ministry and the Nominating Committee

224
225 1. EXECUTIVE COMMITTEE

226
227 The Executive committee shall consist of all officers of the Association, plus three At-large delegates,
228 plus representatives to the Commissions, plus the Committee on Ministry chairperson/designee, plus
229 other persons designated by the Executive Committee as appropriate for membership.

230
231 The Executive committee conducts month to month business of the Association (that does not require a
232 vote of the Association), plans business and fellowship meetings of the Association, Ecclesiastical
233 Council meetings of the Association and approves items on behalf of the Association, prepares reports
234 to the Association on business and action taken on its behalf, and serves as the core membership of the
235 Nominating Committee.

236
237 2. COMMITTEE ON MINISTRY

238
239 The Committee on Ministry shall consist of 9 to 12 full members, plus ex-officio Moderator or Vice-
240 moderator when the Moderator cannot routinely attend, and Conference or Associate Conference
241 Minister. Three of the members shall be elected each year for a term of 3 years. and shall, after serving
242 two full terms, be ineligible for service in that position for one year. If the Nominating Committee is
243 unable to fill expired terms, those persons holding a position may continue one more year if they are
244 willing. Whenever possible, committee membership shall be equally representative of lay and clergy
245 status and male and female gender.

246
247 The duty of this committee shall be to act on behalf of the Association to investigate, consider, examine,
248 and validate Members in Discernment, Licensure, Councils of Ordination, Installation and Dismissal,
249 Commissioning, Transfer of Standing and Review of Ministerial Standing, following closely the
250 guidelines laid down by the Association, the Manual on Ministry of the UCC and the Member in
251 Discernment Guidelines written by the committee and approved by the Executive Committee and the
252 Association.

253
254 The Committee on Ministry is authorized to grant Member in Discernment status, Licensure and
255 Preaching Privileges to those persons who in its estimation conform to the standards established by the
256 Association and the Manual on Ministry of the UCC.

257
258 The Committee on Ministry is authorized to grant Privilege of Call, Ministerial Standing, and Dual
259 Standing to ordained ministers transferring into this Association and to transfer standing of ministers of
260 this Association to other Associations or other denominations which accept such transfers.

261
262 The Committee on Ministry shall request that the Executive Committee call an Ecclesiastical Council to
263 act on the petition of a congregation for the Ordination of a Minister after it has ascertained that persons
264 seeking Ordination in this Association have met all the requirements of the Association, the Conference,
265 and the UCC as outlined in the Manual on Ministry.

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267 The Committee on Ministry shall request that the Executive Committee issue a call for the Installation of a
 268 Minister after it has ascertained that person seeking Installation in this Association has met all the
 269 requirements of the Association, the Conference, and the UCC as outlined in the Manual on Ministry.
 270

271 The Committee on Ministry is authorized to grant Leave of Absence or to accept Resignation of
 272 Ministerial Standing from persons who no longer wish to maintain standing, provided that the committee
 273 has the discretion to hold in abeyance consideration of such action if a Disciplinary Review is being
 274 conducted, unless formal action is being taken to terminate standing for cause. At its discretion the
 275 Committee may terminate without prejudice the Standing of persons who no longer meet the criteria for
 276 Standing as outlined in the Manual on Ministry. The Committee may reinstate the Standing of persons
 277 who meet the requirements for Reinstatement of Standing.
 278

279 The Committee on Ministry is authorized to conduct Periodic Support Consultations, Situation Support
 280 Consultations, Informational Reviews, and Fitness Reviews of persons authorized for ministry in keeping
 281 with policies and procedures outlined in the Manual on Ministry and the Association. A Fitness Review
 282 will conclude with the Committee on Ministry taking one of the following actions: Reaffirmation,
 283 Referral to Situational Support Consultation, Conditional Affirmation with a prescribed program of
 284 growth, Censure, Suspension, or Termination. The Committee on Ministry may also accept a voluntary
 285 resignation at any time thereby ending the Fitness Review. Following a fitness review, the affected person
 286 may, within 30 days of the issuing of the decision of the Committee on Ministry, appeal in writing to the
 287 Executive Committee. Appeals may only concern the procedures followed by the Committee on
 288 Ministry. The affected person may not appeal the facts of the review, but only the manner in which the
 289 review was conducted. In reviewing appeals, the Executive Committee will either affirm the procedures
 290 as being in compliance with the Manual on Ministry and any pertinent policies of the association, and
 291 thereby endorse the outcome; or, if procedural irregularity is found to have occurred, the Executive
 292 Committee will instruct the Committee on Ministry to re-conduct such portions of the Fitness Review as
 293 necessary to be in procedural compliance and to issue a new consideration thereof. The outcome of an
 294 appeal is final.
 295

296 BOUNDARY TRAINING

297 Every three years authorized ministers with standing in this Association, those seeking standing or who are
 298 engaged in authorized ministry within this Association, shall complete a course in ethical boundary training
 299 approved by the Committee on Ministry. While the Committee will assure that appropriate training is
 300 available, it is the responsibility of each person with authorized standing to complete the training as required.
 301 The Committee on Ministry will review the ministerial standing of those who have not fulfilled the intent of
 302 this provision. Retired clergy who currently are not, and do not reasonably expect to be, actively engaged in
 303 authorized ministry may be excused from this requirement after conversation with the Committee.
 304

305 3. NOMINATING COMMITTEE

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 307 The Nominating Committee shall identify and appoint persons to fill vacancies that occur between
 308 annual meetings of the Association. The Nominating Committee shall present a slate of Officers,
 309 Committee members, and Representatives to the Conference Commissions and the Coordinating Council
 310 and candidates for delegate to General Synod for consideration by the members of the Association at the
 311 Annual Meeting. The committee shall seek to maintain a balance of lay and clergy, male and female
 312 members serving in the various offices and committees of the Association. The Executive Committee
 313 shall serve as the Nominating Committee and is encouraged to add 1 or 2 non-Executive committee
 314 members.
 315

316 ARTICLE X. REPRESENTATIVES

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 318 We as an Association affirm our connection to Conference life by electing for three years the following:
 319

320 1. REPRESENTATIVE TO COMMISSION FOR WITNESS LIFE

- 321 2. REPRESENTATIVE TO COMMISSION FOR COMMUNITY LIFE
 322 3. REPRESENTATIVE TO COMMISSION FOR SPIRITUAL LIFE
 323 4. REPRESENTATIVE TO THE COORDINATING COUNCIL

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 325 ARTICLE XI MEMBERSHIP DUES
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327 Per Capita membership dues shall be determined by the Association at its annual meeting. Such dues shall
 328 be allocated with due reference to the requests of the Conference and the needs of the Association. At the
 329 discretion of the Executive Committee an offering for the work of the Association or any other entity
 330 may be received and dispersed as approved by a vote of the Association meeting.

331
 332 ARTICLE XII FISCAL YEAR
 333

334 The fiscal year of the Association shall be from June the first to May thirty first.

335
 336 ARTICLE XIII DISSOLUTION CLAUSE
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338 In the event of the dissolution of the Katahdin Association of Churches and Ministers, after all bills have
 339 been paid the total assets shall be liquidated and allotted to the Maine Conference, UCC, or its successor
 340 in accordance with current government regulations under Section 501 (c) (3) of the Internal Revenue
 341 Code.

342
 343 ARTICLE XIV PARLIAMENTARY PRACTICES AND PROCEDURES
 344

345 Robert's Rules of Order shall be the parliamentary authority for all matters of procedure not covered by
 346 these By-Laws.

347
 348 ARTICLE XV. AMENDMENTS
 349

350 Proposed amendments to these By-Laws may be submitted in writing at any Association meeting, and
 351 shall be adopted by a vote at a subsequent business meeting, provided that notice of proposed
 352 amendments is given in the call to said meeting, if a quorum is achieved, and if approved by a 2/3 vote
 353 of members present and voting.

354
 355 ARTICLE XVI BYLAW REVIEW
 356

357 The executive committee will initiate a review of the bylaws at least every 5 years, and as changes are needed.

Schedule of Amendments	
Katahdin Association Formed and Bylaws Adopted	10/27/2013
Amended	11/05/2016
Amended	02/03/2018