

**CONSTITUTION AND BYLAWS
OF THE PENN NORTHEAST CONFERENCE
OF THE UNITED CHURCH OF CHRIST**

ARTICLE I – NAME

101. The name of this corporation shall be PENN NORTHEAST CONFERENCE OF THE UNITED CHURCH OF CHRIST.

ARTICLE II - PURPOSES

201. The purposes of this organization shall be:
- a. To continue without break the ecclesiastical and legal identity of the East Pennsylvania Synod, as a judicatory of the Evangelical and Reformed Church and as an acting Conference of the United Church of Christ; Lehigh Synod, as a judicatory of the Evangelical and Reformed Church and as an acting Conference of the United Church of Christ; Susquehanna Synod, as a judicatory of the Evangelical and Reformed Church and as an acting Conference of the United Church of Christ; and such judicatory of the Congregational Christian Churches which hereafter elects to become a part of this conference; and to conduct their work and have all their powers and obligations;
 - b. To be a Conference of the United Church of Christ composed of (1) all local Churches and Ministers composing the East Pennsylvania, Lehigh and Susquehanna Synods of the Evangelical and Reformed Church at the time the aforesaid Synods have been consolidated, (2) all Congregational Christian Churches and Ministers having standing in the Association of the Congregational and Christian Churches of Northeastern Pennsylvania, (3) such other Churches and Ministers hereafter received and granted standing in **an Association of this Conference**; [replace with the words: ***the Penn Northeast Conference acting as an association***];
 - c. To promote the interests and general welfare of the Churches and Ministers of which this Conference is composed of the General Synod, boards, institutions, **bodies and instrumentalities** [replace with the words: ***and bodies***] of the United Church of Christ or which are affiliated therewith;
 - d. To do everything which a Conference of the United Church of Christ may do in the spirit of Christianity and to extend the Gospel, to advance true religion, to promote education and to encourage Christian charity;
 - e. To acquire by purchase, gift, devise, bequest or otherwise and to own, hold, invest or dispose of property both real and personal for such religious, educational, and philanthropic and other related work as the Conference may undertake; to purchase, own, receive, hold, manage, care for and transfer, rent, lease mortgage or otherwise encumber, sell, assign, transfer and convey such property for the general purpose of the conference; to receive and to hold in trust both real and personal property for churches, boards, institutions and instrumentalities of the United Church of Christ and to invest or reinvest the same; and to make any contracts for promoting the objects and purposes of the Conference which are not inconsistent with the laws of the state of Pennsylvania.
 - f. To maintain relations with other Christian fellowships and ecumenical bodies within the boundaries of the Conference to the end that mutual understanding and cooperation may be advanced;
 - g. To exercise the functions of an Association of the United Church of Christ;
 - h. In general, to exercise all and every power for which nonprofit corporation organized under the Nonprofit Corporation Law of Pennsylvania, can be authorized to exercise; provided, however, that no substantial part of its activities shall include the carrying on of propaganda or otherwise

attempting to influence legislation, or participating in, or intervening in, any political campaign on behalf of any candidate for public office.

ARTICLE III – AFFILIATIONS

301. This Conference shall have that relation to the General Synod of the United Church of Christ as is described in those portions of the Constitution and By-Laws of the United Church of Christ, and which relate to Conferences of the United Church of Christ.

ARTICLE IV – VOTING MEMBERSHIP

401. The Voting membership of the Conference shall be the [add words:] **authorized ministers** (ordained, licensed and commissioned ministers) holding standing in the Conference and lay delegates selected by and representing the local churches of the Conferences and such other persons as the By-Laws shall provide. The control of the Conference shall reside in its voting members and may be exercised directly at any annual meeting or other meeting of the Conference or through and by a Board of Directors elected by the Conference.

ARTICLE V – DIRECTORS

501. There shall be a Board of Directors, which shall administer the business, and affairs of the Conference. Membership of the Board of Directors shall be elected at the annual meeting of the Conference, and shall have such powers and duties as are usual and customary to a Board of Directors under the laws of the State of Pennsylvania and as provided in the By-Laws of the Conference.
502. The Board of Directors may elect from its members an Executive Committee which shall possess and exercise such powers and functions of the Board of Directors as the Board, from time to time may delegate to it.
503. The By-Laws shall specify the number of delegates and shall provide for a method of election, term of office, meetings, powers and duties of the Board of Directors, its Executive Committee and other committees.

ARTICLE VI – OFFICERS

601. The officers of this Conference shall be a Conference Minister who shall be the President, a Secretary, and a Treasurer and such other officers as the conference, from time to time, may determine, each of whom shall be or become a member of a local church of this Conference. The powers and duties of the officers of this conference shall be set forth in the By-Laws, provided, however, that the conference Minister shall be the chief executive and administrative officer and spiritual leader of the Conference.

ARTICLE VII – MEETINGS

701. The Conference shall hold an annual meeting and such other meetings as may be necessary, at such time and place and upon such notice as may be provided in the By-Laws.
702. At any duly held meeting of the Conference a majority vote of those present and voting shall be necessary for the transaction of any business except as otherwise provided in the By-Laws. Procedures shall follow Robert's Rules of Order Revised.

ARTICLE VIII – LOCAL CHURCHES

801. The local churches of the United Church of Christ have, in covenant, a God-given responsibility for that Church, its labors and its extension, even as the United Church of Christ has, in covenant, a God-given responsibility for the well-being and needs and aspirations of its local churches. In mutual Christian

concern and in dedication to Jesus Christ, the Head of the Church, the one and the many share in common Christian experience and responsibility.

802. Nothing in the Constitution or By-Laws of this Conference shall destroy or limit the right of each local church to continue to operate in the way customary to it; or be construed as giving to the Conference the power to abridge or impair the autonomy of any local church in the management of its own affairs.
803. Actions by, or decisions or advice emanating from this Conference should be held in the highest regard by every local church.

ARTICLE IX – INTERPRETATION

901. The Constitution is intended to be in accordance with the Constitution and By-Laws of the United Church of Christ. If any provision of this Constitution and By-Laws is inconsistent with the Constitution and By-Laws of the United Church of Christ the latter shall prevail.

ARTICLE X – AMENDMENTS

1001. This Constitution may be amended by a two-thirds vote of those present and voting, at a duly called meeting, provided that such amendment shall have been:
- a. Presented to the Conference at the last previous regularly called meeting of the Conference and signed by duly authorized persons of not less than 5% of the local churches of the Conference, or:
 - b. Recommended to the Conference by the Board of Directors and a copy thereof distributed to each church and minister of the Conference not less than sixty days prior to the meeting at which action on the proposed amendment is to be taken.

ARTICLE XI – THE BY-LAWS

1101. The By-Laws of this Conference may be amended by a majority vote of those present and voting, at a duly called meeting, provided that such amendment shall have been:
- a. Presented to the Conference at the last previous regularly called meeting of the Conference and signed by duly authorized persons of not less than 5% of the local churches of the Conference, or:
 - b. Recommended to the Conference by the Board of Directors and a copy thereof distributed to each church and minister of the Conference not less than sixty days prior to the meeting at which action on the proposed amendment is to be taken.

ARTICLE XII – ADOPTION

1201. This Constitution and By-Laws shall be adopted by a majority of the voting members of this Conference present and voting at a meeting duly called for that purpose.
1202. This Constitution and By-Laws shall be in force and effect immediately upon their adoption.

BY-LAWS
PENN NORTHEAST CONFERENCE
OF THE UNITED CHURCH OF CHRIST

PREAMBLE

100. These By-Laws, consistent with the Constitutions of the Penn Northeast Conference and the United Church of Christ, further define and regulate Penn Northeast Conference and those instrumentalities which recognized, established or responsible to it, and describe the free and voluntary relationships which the local churches and ministers maintain with the Penn Northeast Conference and with each other. The pattern of relationships and procedures so described is recommended to local churches and ministers, to enable them more effectively to accomplish their tasks and the mission of the United Church of Christ.

ARTICLE 1 – MEMBERSHIP

101. This Conference shall be composed (1) of all local churches which are members of the United Church of Christ and which are located in the general geographical area comprising the counties of Bradford, Carbon, Columbia, Lackawanna, Lehigh, Luzerne, Monroe, Montour, Northampton, Pike, Sullivan, Susquehanna, Wayne, Wyoming and such other churches in adjoining counties which shall have petitioned for, and shall have been accepted into, membership in this Conference; and (2) of all ordained, licensed and commissioned ministers who have standing in this Conference.
102. This Conference, with the approval of the Board of Directors, under such provisions as the Board may deem wise, may continue in fellowship or establish fellowship with a local church which is not part of the United Church of Christ. The names and statistics of such churches shall be kept separately; their numbers shall not be counted in determining the number of delegates which this Conference is entitled to send to General Synod; nor shall a member of such a church be a delegate to General Synod. No direct or indirect participation by any such church in the work of the Conference shall be construed as making it a part of the United Church of Christ.
103. An ordained minister of another denomination, serving as pastor of a church in this Conference shall apply for dual standing in the Conference for the duration of that pastorate, with all the rights and privileges of such membership. **[remove words: except that he/she shall not vote, nor be elected an officer or director of the Conference or a delegate to General Synod.]**
104. The Board of Directors shall keep an accurate list of all the ministers and churches that are members of the Conference.

ARTICLE II – DUTIES AND RESPONSIBILITIES

201. In the interest of the local churches, this Conference shall discharge those duties and provide those services which will strengthen the witness of the United Church of Christ, such as:
- a. Furthering the life, mission, witness, worship and fellowship of the member churches.
 - b. Extending the mission, witness and outreach of the United Church of Christ in the Conference area and to cooperate with other denominations and religious agencies in the mission of the Christian Church in the State.
 - c. Serving as a liaison with the local churches **[add word:] and** the General Synod. **[remove words: and its instrumentalities.]**
 - d. Assisting the local churches and ministers in developing their own programs.
 - e. Rendering counsel to local churches and ministers in situations calling for help beyond their own resources.
 - f. Rendering advisory service to local churches and ministers with reference to pastoral placement.

- g. Sponsoring in-service training for ministers; and conducting conferences, retreats, clinics and workshops in all areas of religious life and service.
- h. Maintaining relations with other religious bodies to the end that mutual understanding, co-operation and fellowship may be advanced.

ARTICLE III – OFFICERS

- 301. The officers of the Conference shall be a Conference Minister, a Moderator, an Assistant Moderator, a Secretary and a Treasurer, and such other officers as the Conference, from time to time may determine.
- 302. The Conference Minister shall be the chief executive and administrative officer and spiritual leader of this Conference. He/she shall be an ordained minister [add words:] **with standing in the United Church of Christ.** The Conference Minister shall have general supervision of all phases of the Conference program and shall be a counselor to churches and ministers, shall represent the Conference at meetings of the churches and at denominational and inter-denominational gatherings. He/she shall be ex officio a member of the Board of Directors and the Executive Committee, without vote. The Conference Minister shall give guidance to the Board and be subject to its direction and decisions. The Conference Minister supervises all staff. The Conference Minister shall be president of the corporation and as such shall perform all legal functions assigned by the Board of Directors and authorized by them. He/she shall perform such duties as are assigned by the Constitution and By-Laws of the United Church of Christ.
- 303. The Moderator shall preside at the Annual and Special meetings of the Conference and shall be the chairperson of the Board of Directors and the Executive Committee. He/she may represent the Conference at meetings of the churches or other bodies. The Moderator shall be the first Vice-President of the Corporation. If the position of Conference Minister is vacant, the Board of Directors may appoint an acting Conference Minister until an Interim Conference Minister or Conference Minister is elected. The acting Conference Minister or Interim Conference Minister shall perform all the functions and responsibilities of the Conference Minister position.
- 304. The Assistant Moderator shall perform the duties of the Moderator in his or her absence or when requested to do so. He/she shall be the second Vice-President of the Corporation.
- 305. The Secretary shall keep the minutes of the Annual and Special Meetings of the Conference and of the Board of Directors and the Executive Committee. He/she shall sign legal papers as Secretary of the Corporation, as directed and authorized by the Board of Directors and shall carry on such correspondence as is pertinent to the office.
- 306. The Treasurer shall be the Treasurer of the Corporation and shall receive, hold and disburse the funds of the Conference subject to the direction of the Board of Directors or its designee. He/she shall be responsible for keeping accurate accounts of all monies, funds and properties committed to his/her care and shall make regular financial reports to the Board of Directors and to the Annual Meeting of the Conference. The Treasurer shall be bonded as the Board of Directors provides.
- 307. When the office of Conference Minister become, or is about to become vacant, the Board of Directors shall present to the Conference, at an Annual or Special Meeting, the name of a candidate for such office. The Conference shall determine whether or not it wishes to call the person so recommended. He/she shall be elected to serve a term of six years and shall be eligible for re-election. The Board of Directors shall determine the salary and condition of employment. These shall be set forth in a call. The service of the Conference Minister may be terminated upon 60 days notice either by the Conference Minister or by (2/3) two-thirds of the members of the Board of Directors.
- 308. The Moderator, Assistant Moderator, Secretary and Treasurer shall be elected at the Annual Meeting. If not elected members of the Board of Directors, they shall be members ex officio with vote, during their term of office. The Moderator and Assistant Moderator shall be elected for a term of one year and may be re-elected; no person may serve in one of these offices for more than two consecutive years. The Secretary shall be elected for a term of two years and may be re-elected; no person shall serve as Secretary for more than four consecutive years. The Treasurer shall be elected for a term of two years

and may be re-elected but no person shall serve as Treasurer for more than six consecutive years. After a lapse of one year, a person may be re-elected to the Board or as an officer of the Conference.

309. The terms of office of all officers shall begin following the Annual Meeting at which they are elected and shall terminate at the close of the Annual Meeting at which their successors are elected.
310. If any officer moves from the Conference area or ceases to be a member of a church holding full membership in the Conference, his/her tenure of office shall cease.
311. If any of the officers (except the Conference Minister) resigns or becomes unable or ineligible to serve, the Board of Directors shall elect a person to fill the remainder of the term.
312. If the position of Conference Minister becomes vacant, the Board of Directors may employ an Interim Conference Minister to provide leadership to the Conference. The Interim Conference Minister shall perform all the functions and responsibilities of the Conference Minister position. Prior to the employment of an Interim Conference Minister or a Conference Minister, the Board of Directors may appoint one of the Associate Conference Ministers as an Acting Conference Minister.

ARTICLE IV – BOARD OF DIRECTORS

401. The Board of Directors shall consist of 18 persons in addition to those officers who are ex- officio members. Each year six directors shall be elected to serve for a term of three years or until their successors are elected. Ordained ministers may constitute not more than one-half of the Board of Directors. A director who has completed a three-year term shall be eligible for re-election for one additional term. If a director serves for two terms, he/she may be elected as an officer and thus serve on the Board ex officio.
 - a. The Conference shall elect two youth/young adult (14-21) representatives of the Board of Directors with voice but no vote. The youth/young adult representative will be in addition to the regularly elected members of the Board.
402. The Board of Directors shall be the governing board of the Conference and shall do all things needful to develop and further its program and work, in accordance with the provisions of this Constitution and the will of the Conference expressed at Annual or Special Meetings, consistent with the Constitution and By-Laws of the United Church of Christ. The Board of Directors grants and removes ministerial standing.
403. The corporate powers of the Conference shall be vested in the Board of Directors who shall have and exercise the general control and management of its property, funds and affairs, subject to its charter, the provisions of this Constitution and the laws of the state. The Board of Directors may, by a majority vote of the Board, incur indebtedness and assign, buy, sell, lease, convey or mortgage any real or personal property. The Board of Directors shall designate the officers or other persons who shall have power to sign receipts, checks and other instruments for the withdrawal of funds from banks or savings institutions.
404. The Board of Directors shall meet at least quarterly, at such time and place as it shall determine.
405. Between meetings of the Board of Directors, its functions shall be carried on by an Executive Committee consisting of the officers plus six other members of the Board, elected by the Board. This Committee shall meet, as needed, between meetings of the Board.
406. Special meetings of the Board of Directors or the Executive Committee may be called by the Conference Minister, the Moderator or upon written request by three members of the Board.
407. Notices of all meetings of the Board shall be distributed to all Board members at least 14 days prior to the meeting, unless this requirement is waived by two-thirds of the Board members present and voting.
408. A quorum of the board of Directors shall consist of a majority of the elected members.
409. The term of office of directors (except the Conference Minister) shall begin following the Annual Meeting at which they are elected and shall terminate at the close of the meeting at which their successors are elected.
410. If any director moves from the Conference or ceases to be a member of a church which holds membership in the Conference, his/her membership on the Board of Directors shall cease.

411. If any member of the Board of Directors resigns or is unable or ineligible to serve, the Board shall elect a person to fill the remainder of the term.

ARTICLE V – COMMITTEES, TEAMS AND TASK FORCES

501. The Board of Directors shall have the authority to appoint committees, teams and task forces to assist it in carrying on its mission.
502. The Conference Minister and Moderator shall be ex officio members of all committees, teams and task forces without vote.
503. There are three categories of Committees in Penn Northeast Conference. They are: Standing Committees, Teams and Task Forces.

Standing Committees are authorized by the Board of Directors and are on going. Standing Committee members are elected by the Conference at its Annual Meeting. Each committee, at its last meeting prior to the Annual Meeting of Conference, will select its chairperson for the next year. Standing Committees will make regular reports to the Board of Directors. Each Standing Committee will have a Staff representative assigned to it by the Conference Minister. The chairperson of the committee or another assigned person will be the liaison with the Board of Directors.

Teams are authorized by the Board of Directors and are on going. The Team, in consultation with the Conference Minister of Staff liaison, selects Team members. The chairperson of the Team, or another assigned member, will be the liaison with the Board of Directors. The Team is to make regular reports to the Board of Directors. Each Team will have a Staff representative assigned to it by the Conference Minister.

The Board of Directors approves appointments to all Teams who are responsible for the disbursement of endowment funds. **[Delete this sentence and replace with the sentence: *The Board of Directors and/or its Executive Committee shall be responsible for overseeing disbursements of all endowed funds.*]**

Task Forces are ad hoc and short term. Staff, the Board of Directors, Standing Committees or Teams can create Task Forces. Task Forces exist for a specific purpose and are not on going. The organizing group selects Task Force members.

The following are presently, though not limited to these, the Standing Committees of the Penn Northeast Conference: Staff and Personnel; Nominating; Church and Ministry; In-Care; Licensed and Commissioned Ministry; Ministerial Compensation; Investment, Ecumenical-Interfaith and Visioning-Implementation. [Delete this paragraph and replace with: *The following are presently, though not limited to these, the Standing Committees of the Penn Northeast Conference: Staff and Personnel; Nominating; Ordained Church and Ministry; Ordaining In-Care; Licensed and Commissioned Ministry; Licensing and Commissioning In-Care; Ministerial Compensation; Investment, Ecumenical-Interfaith; GEM Fund; YEA Fund; and G.T. Williams Fund.*]

The following are presently, though not limited to these, Teams of the Penn Northeast Conference: Placement; Conflict-Resource; Response; Peace and Justice; Annual Meeting Planning; Budget, Mission Interpretation and Stewardship; Youth Action; GEM Fund; Youth and Adult Empowerment Fund; GT Williams Fund. [Delete this paragraph and replace with: *The following are presently, though not limited to these, Teams of the Penn Northeast Conference: Search & Call;*]

Conflict-Resource; Response; Peace and Justice; Annual Meeting Planning; Stewardship; Mission Interpretation; and Youth & Young Adult Ministry.]

504. Terms of Office:

Standing Committee members serve for a three-year term. A member may be re-elected upon expiration of his/her term. Terms of office begin immediately following election at the Annual Meeting of Conference. If there is a resignation from a committee **[remove these words:] the Moderator, in consultation with the chair of** the Nominating Committee **[add these words: with approval by the Board]**, will appoint a replacement. Standing Committee Members may serve for two terms and after that there must be a lapse of one year before they can serve again.

Team members are appointed for an indefinite period. If there is a resignation from the Team, the Team will secure another person to fill the vacancy.

ARTICLE VI – STAFF

601. The Conference at an Annual or Special Meeting shall have the authority to create and terminate all **executive** staff positions. The conference Board of directors shall have the authority to create and terminate all **support** staff positions.

602. The Conference Minister shall have the authority, subject to approval by the Conference Board of Directors, and in consultation with the Staff and Personnel Committee, to organize a search for, offer a call to, and terminate the employment of all **executive** staff members, consistent with pertinent personnel policies and job positions established by the Conference Board of Directors. The Conference Minister, in consultation with the Staff and Personnel Committee, shall have the authority to organize a search for, offer employment to, and terminate the employment of all **support** staff members, consistent with pertinent personnel policies established by the Conference Board of Directors.

603. The Conference Minister, in consultation with the Staff and Personnel Committee shall supervise all **executive** and **support** staff members, consistent with pertinent personnel policies and job descriptions established by the Conference Board of Directors. **[Replace word “executive” with program and replace word “support” with administrative]**

ARTICLE VII - FINANCES

701. The Conference shall be supported by voluntary contributions of the churches and individuals. The Board of Directors shall establish an appropriate goal-setting process for Our Church’s Wider Mission and shall implement that process annually with Conference churches. This goal will reflect each church’s share of support for the Conference and worldwide program of mission.

702. The Conference consults on a regular basis with the Office of General Ministries, acting on behalf of the General Synod, to reach mutual agreement upon the percentage or dollar amount, of the undesignated gifts for Our Church’s Wider Mission to be retained for its own support.

703. The Conference may conduct such special appeals for funds as it shall determine and which may be recommended by the Board of Directors.

704. The Board of Directors shall prepare a proposed Conference budget which shall be submitted to the Conference. At its Annual Meeting the Conference shall adopt a budget for the following year.

705. The budget and financial records of the Conference shall be kept on the basis of the calendar year.

706. Books and accounts of the Conference shall be audited annually by a certified public accountant selected by the Board of Directors.

707. Investment of Conference endowment and capital funds shall be done by the Conference Investment Committee in accordance with the provision of the documents, as most currently ratified by the Board of

Directors, entitled, “Statement of Investment Policy and Guidelines for Endowment and Capital Campaign Funds” and “Objectives of Conference Endowment Funds and the Role of the Investment Committee.” Investment of all other Conference funds shall be done by the Conference Treasurer and other committees designated by the Board of Directors.

ARTICLE VIII – MEETINGS

801. The Annual meeting of the Conference shall be held at such time and place as the Board of Directors shall determine. Special meetings may be called by the Board of Directors.
802. The Board of Directors may appoint such committees as are required to carry on the meeting.
803. Notice of the Annual and Special Meetings shall be distributed to all **[add words:] authorized ministers** (ordained, licensed and commissioned minister’s) holding standing in the Conference and to an appropriate lay officer of each member church at least 30 days prior to the meeting. Notice shall be given by the Secretary, as directed by the Board of Directors.
804. At all Conference Meetings, in addition to its ministers, each local church shall be entitled to be represented by two lay delegates if at least one is a youth/young adult (14 – 21 years). Furthermore, each local church with more than 500 members shall be entitled to be represented by one additional lay delegate for every additional 500 members or major fraction thereof as shown in the Penn Northeast Conference Yearbook most recently published prior to the date of the call of the meeting. Each local church should choose alternate delegates who shall serve in case its delegates are unable to attend. Visitors are welcome. The members of the Board of Directors shall be members ex officio of the Conference with vote.
805. At any meeting of the Conference 100 persons entitled to vote shall constitute a quorum. If there is the lack of a quorum, members present at any scheduled meeting of the Conference may hear and receive reports without taking actions thereon and may adjourn the meeting to such a time and place as a majority of those who are present and entitled to vote shall determine.

ARTICLE IX – NOMINATING COMMITTEE AND ELECTIONS

901. The Nominating Committee shall consist of ten persons, including one youth elected at each Annual Meeting, who shall serve until their successors are elected. This Committee shall nominate one or more candidates for each position to be filled by election at the Annual Meeting, including the Nominating Committee to serve during the following year.
902. If any member of the Nominating Committee resigns or is unable to serve, the Board of Directors shall fill the vacancy.
903. The Nominating Committee shall maintain records of suggested nominees and their qualifications.
904. In addition to those nominations made by the Nominating Committee, nominations may be made from the floor under the rules of the Annual Meeting.
905. Elections shall be held at the Annual Meeting, under the direction of the Moderator. Elections shall be by ballot, except that when only one candidate has been nominated for an office, that office may be filled by voice vote.
906. The term of office of persons elected at the Annual Meeting **[remove the words:] other than officers and members of the Board of Directors**, shall begin at the conclusion of the meeting and shall terminate when their successors are elected.
907. (The term of office for the youth/young adult representatives on the Board of Directors shall be one year.)

ARTICLE X – RELATION TO GENERAL SYNOD

1001. The Conference shall be related to the General Synod as provided in the Constitution and By-Laws of the United Church of Christ.

1002. The Conference shall elect delegates and alternate delegates to the General Synod as required by the Constitution and By-Laws of the United Church of Christ. They shall be nominated by the Nominating Committee. There shall be two nominees for each position. The person with the highest number of votes will be the delegate and the person with the next number of votes will become the alternate delegate.

ARTICLE XI – CHURCH AND MINISTRY

1101. The Standing of [add words:] **authorized ministers** (ordained, licensed and commissioned ministers) and churches is held in the Penn Northeast Conference acting as an Association. The Conference receives ministers and local churches into the United Church of Christ. The Board of Directors grants and removes ministerial standing.
1102. The report of the service of installation or recognition of a minister shall be signed by the Conference Minister. The Conference Minister shall forward copies of it to the Secretary of the United Church of Christ and to the Parish Life and Leadership Team.
1103. The Conference Minister shall promptly notify the Secretary of the United Church of Christ when it is learned that a pastor or a local church has decided to terminate the pastoral relationship. He/she shall promptly report all such vacancies to the Secretary of the United Church of Christ.

ARTICLE XII – DISSOLUTION

- 1201 Upon dissolution of the Penn Northeast Conference, its assets and all property and interest, including any devise, bequest, gift, or grant contained in any will or other instrument, in trust or otherwise, made before or after such dissolution, shall be transferred to the United Church of Christ, Cleveland, Ohio, a tax exempt organization pursuant to Internal Revenue Code section 501 © (3) or its successor(s). In no event shall any of the above-described property be distributed to individual members of any organizations without tax exempt status.