

UNITED CHURCH OF CHRIST BOARD STANDING RULES

Reviewed and Revised October 9, 2015

PREAMBLE

The United Church of Christ Board is ordered first of all by the Constitution and Bylaws of the United Church of Christ, and second by the Articles of Incorporation and the Bylaws of the United Church of Christ Board. All rules of the United Church of Christ Board, their interpretation and application must be consistent with those documents.

MEMBERSHIP

1. For purposes of determining United Church of Christ Board or other body membership, Conference residence is defined as the Conference in which the Local Church is located where the individual holds membership, or, in the case of clergy, the Conference and Association in which ministerial authorization is held.

2. Each member is expected to attend all meetings of the United Church of Christ Board. No seat on the United Church of Christ Board may be shared, and there shall be no substitute for a member. If unable to attend a meeting, the member shall inform the Secretary of the Corporation (Secretary) or his or her designee in advance of the reason for such absence. Acceptable reasons for absences include:

- a. illness of self;
- b. illness, crisis or death in the family;
- c. unavoidable obligation to job, school, or family.

If a member has more than one absence of this type in a biennium or two consecutive absences, the Chairperson or Vice-chairperson of the United Church of Christ Board shall correspond, or direct the Secretary or his or her designee to correspond with the member concerning her or his interest and ability to serve on the United Church of Christ Board.

3. A person's membership on the United Church of Christ Board may be terminated by two-thirds vote of the members present and, provided that the following procedure is observed:

Not fewer than thirty (30) days or more than sixty (60) days before the meeting of the United Church of Christ Board at which a vote for termination of membership shall be taken, the Secretary or his or her designee shall send to the member involved a written notice setting forth:

- a. the grounds for removal;
- b. a statement that the United Church of Christ Board will vote on termination of her or his membership;
- c. the time and place of the meeting;
- d. provide for an opportunity to refute the stated grounds for removal prior to the vote, if the member chooses to refute the stated grounds for removal, he or she shall submit such refutation to the Secretary or his or her designee not fewer than ten (10) days before the meeting;
- e. provide for an opportunity to resign from the United Church of Christ Board.

4. The United Church of Christ Board, acting as the General Synod ad interim, shall fill vacancies on the

United Church of Christ Board and other bodies whose members are elected by the General Synod, according to the following procedure:

- a. The United Church of Christ Board shall receive a member's resignation or otherwise confirm with the General Synod Nominating Committee that a vacancy exists.
- b. In the case of an At-Large vacancy on the United Church of Christ Board, the composition of the United Church of Christ Board will be reviewed for diversity and a replacement nominee shall be solicited and chosen from those entities or organizations of the United Church of Christ eligible to nominate, or in the case of an Ex-Officio member, from the appropriate office or body in accordance with diversity criteria. The sending body may be requested to provide a member with specific skill sets.
- c. In the case of another body, the composition of the other body will be reviewed for diversity and a replacement nominee shall be solicited and chosen from those entities or organizations of the United Church of Christ eligible to nominate.
- d. Names will be reviewed by the Governance Committee for compliance with the diversity requirements as set forth in paragraphs 223 and 224 of the Bylaws of the United Church of Christ (2015 ed.). Additional replacement names may be requested. Names submitted for nomination by the General Synod Nominating Committee shall include identifying information regarding race, age, gender, ecclesiastical authorization, and identification with historically underrepresented groups, if applicable.
- e. Replacement name(s) will be forwarded to the United Church of Christ Board for election.
- g. Persons recommended by the Governance Committee for election to the United Church of Christ Board will be elected as one of the first items of business at the next meeting of the United Church of Christ Board, allowing them to begin immediate service.

5. The Governance Committee, on behalf of the United Church of Christ Board, will continuously review the composition of the United Church of Christ Board membership to ensure compliance with provisions of paragraphs 222, 223 and 224 of the Bylaws of the United Church of Christ (2015 ed.).

6. Orientation and anti-racism training for new members of the United Church of Christ Board shall be the responsibility of the national setting offices of the United Church of Christ under the direction of the General Minister and President in consultation with the Chairperson of the United Church of Christ Board. Anti-racism training for new members shall be provided prior to or during the first meeting of each biennium. New-member orientation will be provided by United Church of Christ Board leadership and staff at the earliest opportunity.

7. A United Church of Christ Board member may, by virtue of office, be elected or appointed to membership on other boards, committees, or councils within or without the United Church of Christ. In the event of retirement, resignation or termination from membership on the United Church of Christ Board, the person shall relinquish all such other memberships as well.

8. The United Church of Christ Board shall elect its Chairperson and Vice-chairperson from among the members who are elected by the General Synod in the two continuing classes in accordance with the following:

- a. During any of three successive biennial elections there shall be elected as Chairperson of the United Church of Christ Board at least one racial/ethnic person and at least one woman; and as Chairperson or Vice-chairperson, at least one each: laywoman, clergywoman, clergyman.
- b. The election shall take place according to the following procedure:
 1. By the spring meeting of the United Church of Christ Board before General Synod, the Chairperson shall appoint a Nominating Committee composed of seven (7) persons from the outgoing class of the United Church of Christ Board and representative of the diversity of the

United Church of Christ Board.

2. The Nominating Committee shall solicit from each member of the United Church of Christ Board her or his availability in either office as well as recommendation for candidates, including self, for each office.
3. From this information, the Nominating Committee shall nominate one or two persons for each office. Nominees must be eligible, qualified, and willing to serve. The Committee will report its nominations to the United Church of Christ Board membership at least four weeks prior to General Synod.
4. Should immediate consensus candidates come forward, the election may take place during the spring meeting prior to General Synod. Otherwise, the election shall take place at the United Church of Christ Board meeting immediately preceding or during General Synod.

PROCEEDINGS

9. Except as otherwise provided for, the most recent edition of *Roberts Rules of Order* shall govern the proceedings of the United Church of Christ Board and its committees.
10. The United Church of Christ Board shall meet at least twice each year for a period of time sufficient to conduct the business before it.
11. The United Church of Christ Board shall convene as the Business Committee, Budget Committee and Committee of Reference of the General Synod at a place and at times appropriate to serve those purposes.
12. All meetings of the United Church of Christ Board, Standing Committees and any Ad Hoc or Special Committees it shall create, with the exception of its Collegium Relations Committee, shall be open to members of the United Church of Christ. Upon a majority vote of those members present, an executive session may be held, in compliance with this rule, as part of any United Church of Christ Board or committee meeting, with attendance limited to members unless enlarged by majority vote of those members present, and with minutes recorded and safeguarded by a member or staff member of the United Church of Christ Board designated by the Chairperson. An executive session may be called for the purposes of discussing personnel issues, including those of staff, United Church of Christ Board members, for the purposes of interviewing perspective Officers of the Church and perspective Officers of the United Church of Christ Board, or legal matters. Any United Church of Christ Board or committee meeting adjourning to executive session must return to open session for the purposes of a vote resulting from the deliberations of the executive session.
13. The United Church of Christ Board and its committees may grant voice to persons who are not United Church of Christ Board members by majority vote of those members present.
14. The confidential nature of certain information will at all times be respected. The membership and staff will honor all confidences shared with it
15. A record of all proceedings of the United Church of Christ Board, its Standing Committees and Special Committees shall be kept by a person or persons designated by the Secretary. The minutes of these meetings shall be held in the custody of the Secretary for a period of six (6) years, and thereafter held in perpetuity by the Archivist of the United Church of Christ. All plenary sessions of the United Church of Christ Board shall be recorded for the purposes of assisting with the preparation of the official record. The recordings of the proceedings shall be held in the custody of the Secretary for a period of six (6) years and thereafter held in perpetuity by the Archivist of the United Church of Christ.

16. In addition to those committees provided for and described in the Bylaws of the United Church of Christ (2015 ed.) paragraphs 236 (Ministry Committees), 238 (Executive Committee), 240 (Finance and Budget Committee), 242 (Investment and Endowment Committee) and 244 (Audit Committee) the United Church of Christ Board structure will include a Governance Committee and a Collegium Relations Committee. In addition to any duties outlined in superseding documents, the Executive Committee shall advise the Chairperson of the United Church of Christ Board on agenda matters prior to and during each meeting. It shall also receive reports and other correspondence from other entities of the United Church of Christ required of those entities. The Governance Committee shall consist of six members including one Officer of the United Church of Christ and shall recommend on issues relating to the General Synod Nominating Committee, the Constitution and Bylaws of the United Church of Christ, on nominations to various committees of the General Synod and other issues of structure and governance. The Collegium Relations Committee shall consist of three members and the Chairperson or Vice-chairperson of the United Church of Christ Board, and, meeting privately with the four Officers of the United Church of Christ, shall provide pastoral care for those Officers of the United Church of Christ. The Ministry Committees, Executive Committee, Finance and Budget Committee, Investment and Endowment Committee, Audit Committee, Governance Committee and Collegium Relations Committee shall constitute the Standing Committees of the United Church of Christ Board.

17. The United Church of Christ Board shall establish a Special Committee on Development and the Chairperson of the United Church of Christ Board shall appoint one member of the United Church of Christ Board to serve as the Chairperson of the Special Committee on Development and one member of the United Church of Christ Board to serve as the Vice-chairperson of the Special Committee on Development and appoint six non-board members who are members of the United Church of Christ, who bring development expertise, to serve on the Special Committee on Development. Their title shall be Members with Special Expertise. The six Members with Special Expertise shall be appointed to two-year terms with eligibility for two consecutive reappointments; the intent being two members with Special Expertise will rotate off the committee every two years. The Members with Special Expertise will have voice and vote on the Special Committee on Development and voice without vote on the United Church of Christ Board of Directors. The Special Committee on Development shall advise and assist the development effort of the United Church of Christ.

18. The United Church of Christ Board shall establish a Special Committee on General Synod Program and Planning and the Moderator of the next General Synod will serve as the Chairperson of the Special Committee on General Synod Program and Planning and the Assistant Moderator of the next General Synod will serve as the Vice-chairperson of the Special Committee on General Synod Program and Planning. The Chairperson of the United Church of Christ Board of Directors shall appoint other members of the United Church of Christ Board of Directors as is deemed proper and necessary to conduct the business of the committee. The Administrator and Associate Administrator of the General Synod shall serve as Ex Officio members of the committee with voice and vote. The committee will meet and consult with the Administrator of the General Synod and others assisting the Administrator on issues of format, theme and other components of Synod. It will bring recommendations on issues which may require the approval of the United Church of Christ Board of Directors.

19. There shall be Chairpersons and Vice-chairpersons of all Standing Committees and Special Committees of the United Church of Christ Board. There shall not be Co-chairpersons and the Chairperson and the Vice-chairperson shall not be coequal. The Vice-chairperson shall serve in the absence of the Chairperson, or at the request of the Chairperson. The United Church of Christ Board Chairpersons are urged to select committee Chairpersons from those members serving in their third biennium and consider committee Vice-chairpersons from the preceding biennium for the position of Chairperson of the respective committee, thus

providing for a graduation of leadership. There may be occasions when, given a small membership of an ad hoc committee or other body created to recommend to the United Church of Christ Board, that the Chairperson of the United Church of Christ Board will appoint only a Chairperson of the committee.

20. The United Church of Christ Board authorizes and directs its Executive Committee, after consultation with the General Counsel, to determine when it is consistent with the mission or otherwise in the best interest of the General Synod to file friend of the court briefs or other pleadings on its behalf in court proceedings. When the General Synod, by resolution or otherwise, has previously adopted a position on the subject about which the legal proceedings relate, a majority of the Chairperson of the United Church of Christ Board, the General Minister and President, and the General Counsel may authorize the filing of a friend of the court brief or other pleading consistent with the Synod action(s). When the General Synod has not previously adopted a position on the subject about which legal proceedings relate, the Executive Committee of the United Church of Christ Board may authorize the filing of a friend of the court brief or other pleading in the legal proceedings. Under no circumstances shall the General Synod be made a plaintiff in litigation without the approval of the Executive Committee of the United Church of Christ Board.

21. United Church of Christ Board members or others who are considering submitting agenda items for the United Church of Christ Board or a United Church of Christ Board committee, should consult with the United Church of Christ Board Chairperson no later than six weeks in advance of the meeting date. The submitter of the proposed agenda item and the United Church of Christ Board Chairperson, or her or his designee, shall reach agreement on a schedule for preparing appropriate accompanying materials. The United Church of Christ Board Chairperson will make final decisions concerning the agenda proposed to the United Church of Christ Board at the beginning of its meeting. A committee Chairperson will make final decisions about the agenda proposed to the committee at the beginning of its meeting. A member thereof, with the consent of two-thirds of the membership present, may add items to the agenda of a committee or of the United Church of Christ Board.

22. Resolutions for public release may be proposed by a member of the United Church of Christ Board, a Local Church, an Association, a Conference, a Covenanted, Associated or Affiliated Ministry, or other body as defined in Article VI of the Bylaws of the United Church of Christ. Proposed resolutions shall be submitted to the Chairperson of the United Church of Christ Board no later than four weeks in advance of the meeting date. A two-thirds majority vote of the members present and voting shall be required for adoption of a resolution for public release. A minority resolution may be proposed when a resolution for public release has been adopted by the affirmative vote of less than seventy-five percent of the members voting on the majority resolution. Resolutions for public release submitted after the deadline may be considered with the consent of two-thirds of the membership present. Resolution for public release shall include the following format provisions:

- a. a description of the submitters of the resolution;
- b. a brief summary of the resolution;
- c. the Biblical, theological and ethical rationale and the expected outcome;
- d. the text of the resolution, which should be so phrased as not to bring into question the Christian commitment of those who do not agree;
- e. a statement that the funding for the implementation of the resolution will be made in accordance with the overall mandates of the affected agencies and funds available.

The United Church of Christ Board shall honor and respect the work and ministry of other parts of the Church. Especially when a resolution for public release has a direct impact on a setting of the United Church of Christ, the United Church of Christ Board shall consider the resolution in consultation and collaboration with the affected setting. Before voting on the resolution, the United Church of Christ Board shall particularly consider whether to seek the advice, counsel, and requests of Conference and Association Ministers or elected or appointed leaders of the affected setting. When a resolution is submitted to the United

Church of Christ Board Chairperson at least four weeks in advance of the meeting date, the Chairperson shall complete such consultation before the United Church of Christ Board meeting at which the resolution will be considered.

APPOINTMENTS AND ELECTIONS

23. Unless otherwise stated in these rules or the Constitution or Bylaws of the United Church of Christ, the Chairperson of the United Church of Christ Board will, with consideration for skill sets, professional training and experience and diversity, appoint the members of the Ministry Committees and the members and the Chairpersons and the Vice-Chairpersons of the **other** Standing Committees, any Ad Hoc or Special Committees and all other committees or advisory panels created to recommend to the United Church of Christ Board, including any appointments to other United Church of Christ-related entities requiring United Church of Christ Board representation. The Chairperson of the United Church of Christ Board will direct the Secretary to advise the membership of the United Church of Christ Board of such appointments within ten (10) business days of the appointment(s).

24. Membership to boards of those United Church of Christ-related colleges, seminaries, and other institutions requiring United Church of Christ Board election shall be consistent with the United Church of Christ's commitment to be a multiracial and multicultural Church, reflecting the racial and ethnic diversity of society with a balance of leadership between women and men, open and accessible to all.

25. At its fall meeting following the General Synod, the Chairperson of the United Church of Christ Board shall appoint two members of the United Church of Christ Board to serve on the Committee for Ecumenical and Interfaith Relations. The Chairperson of the United Church of Christ Board shall also appoint additional members who demonstrate expertise and bring special skills benefiting the work of the Committee for Ecumenical and Interfaith Relations. Members may serve a total of three two-year terms. The Committee for Ecumenical and Interfaith Relations is the creation of the Executive Council, the predecessor body to the United Church of Christ Board, and is the successor body to the Council for Ecumenism. It shall report annually to the United Church of Christ Board through its Executive Committee.

26. At its fall meeting following the General Synod, the United Church of Christ Board shall elect the Chairperson of the General Synod Nominating Committee from the membership of the continuing classes of the committee who will then serve through the next General Synod. The United Church of Christ Board shall consult the General Synod Nominating Committee and solicit from it a nomination for its Chairperson.

27. At its fall meeting following the General Synod, the United Church of Christ Board shall elect the Chairperson of the General Synod Credentials Committee, from the membership of the continuing class of the committee, who will then serve through the next General Synod. The United Church of Christ Board shall consult the General Synod Credentials Committee and solicit from it a nomination for its Chairperson.

28. At its fall meeting prior to the General Synod the United Church of Christ Board shall elect the next class to the General Synod Credential Committee. The class shall consist of five members, who are beginning their terms as Conference delegates to the General Synod and shall serve a term of four years. The new class shall be chosen from nominations made by those Conferences which are not currently represented on the Credentials Committee.

29. At its fall meeting prior to the General Synod, the Chairperson of the United Church of Christ Board, sitting as the Committee of Reference, shall appoint a Subcommittee on Disposition making recommendations to the Committee of Reference. The Subcommittee on Disposition will:

- a. make its initial recommendations for the disposition of items of business to the spring meeting of the United Church of Christ Board; and make a second report to the United Church of Christ Board meeting immediately prior to the Synod;
- b. be familiar with the Standing Rules of the General Synod; the decision-making process of the General Synod; the administrative procedure and criteria regarding preparation of business for the Synod;
- c. review each item of business forwarded to the Synod and, in accordance with the Standing Rules of the General Synod, recommend referral in one of the following ways:
 1. directly to the Synod plenary;
 2. to a committee of the Synod;
 3. to an implementing body or the United Church of Christ Board;
 4. to permanently table.

Whenever recommendation #3 or 4 is approved by the United Church of Christ Board, the submitters of the affected business item shall be informed as quickly as possible and given opportunity to confer. If changes in title or content are deemed necessary by the United Church of Christ Board to bring a business item into compliance with the Standing Rules of the General Synod, the submitters shall be asked promptly to concur with the changes so that the reworded business item may be made available to Synod delegates by the applicable deadline. If the submitters do not concur, the suggested changes shall be noted by the United Church of Christ Board in its written report to the General Synod.

- d. receive new business introduced at the beginning of Synod or from the floor of Synod and make recommendations to the Synod through the Business Committee
- e. use the criteria detailed in the General Synod Standing Rules in reviewing proposed General Synod business.

30. In compliance with paragraph 214 of the Bylaws of the United Church of Christ (2015 ed.), the United Church of Christ Board, through its Chairperson, shall appoint a search committee to call a nominee for an initial term as General Minister and President and the United Church of Christ Board will vote whether to confirm the nominee before her or his name is submitted to the General Synod for election.

31. The United Church of Christ Board shall administer the process for the re-nomination of, and vote whether to re-nominate to the General Synod, the General Minister and President for a second term, in compliance with Rule 33 of the Standing Rules.

32. Process for the re-nomination and re-election of an Officer of the United Church of Christ

A. Goals of the process:

1. To provide members of the United Church of Christ Board with information from across the life of the Church to help inform its decision regarding the re-nomination and re-election of an incumbent Officer(s) of the Church.
2. To provide the incumbent Officer(s) of the Church with input from across the life of the Church in regard to vision, style of work, and priorities, including recommendations for the next term in office (if elected).
3. To ensure that uniform re-election and re-nomination discernment processes are used regarding all Officers of the Church.

B. Process for gathering information and input to be provided to the United Church of Christ Board and the incumbent Officer(s) of the Church.

1. Persons to be included in the data gathering:
 - a. all persons who have served on the Executive Committee of the United Church of Christ Board during the Officer's current term of service;
 - b. current members of the Cabinet of the Council of Conference Ministers;
 - c. leaders of all groups with a seat on the United Church of Christ Board, where those persons are not among the members described in "a." above;
 - d. three presidents of Seminaries of the United Church of Christ;
 - e. in only the case of the General Minister and President, three ecumenical peers (heads of communion) who would have knowledge of the General Minister and President's work and leadership during the current term of service;
 - f. in only the case of the General Minister and President, ten persons who have served as moderators of Conferences of the United Church of Christ during the General Minister and President's current term of office.
 - g. the three other Officers of the Church;
 - h. in only the case of an Executive Minister, the Chairperson and Vice-chairperson of the respective Ministry Committee of the United Church of Christ Board.

2. Questions to be asked:
 - a. In your experience, has the Officer of the Church demonstrated effectiveness in the following areas? (Please offer specific comments.)
 - (1) spiritual, pastoral, and prophetic leadership
 - (2) leadership as executive officer and presiding officer
 - (3) communication skills
 - (4) articulation of a compelling vision for the United Church of Christ
 - (5) representative leadership in ecumenical, interdenominational and interfaith settings
 - b. Is there other information you wish to share with the United Church of Christ Board as it makes its decision regarding the re-nomination of the Officer of the Church?
 - c. Are there recommendations you would share with the Officer of the Church regarding the next four years (if re-elected)?

3. The invitation to provide the above information and input should come in a cover letter prepared by the Chairperson of the United Church of Christ Board. This should include a brief summary of the re-nomination and re-election process and how input is gathered, why the recipient is being invited to participate, and a request to respond in a timely fashion. The letter should be accompanied by a response form asking the questions described above. Respondents will be asked to identify themselves with the understanding that their names will be kept in confidence by the Ad Hoc Committee Regarding Re-Election (described in C.1., below).
 - a. The response forms should be coded in order to identify from which category the response is coming.
 - b. Response forms are to be returned to the Chairperson of the Ad Hoc Committee.
 - c. The Ad Hoc Committee will prepare a summary of the responses and forward it to the full United Church of Christ Board.

4. An open opportunity to comment will also be offered via the United Church of Christ website on the internet (www.ucc.org). A page created for that purpose should contain an introductory message from the Chairperson of the United Church of Christ Board, including a brief summary of the re-nomination and re-election process and how input is gathered. This page should not ask specific

questions, but rather simply offer an opportunity for any interested person to send an e-mail commenting on the work and leadership of the current incumbent Officer. The recipient of these e-mails will be the Chairperson of the Ad Hoc Committee Regarding Re-Election (described below). An e-mail inbox for the Committee's Chairperson may be created for this purpose, if necessary or helpful. Respondents will be asked to identify themselves with the understanding that their names will be kept in confidence by the Ad Hoc Committee Regarding Re-Election (described in C.1., below).

5. United Church of Christ Board members who are not among the persons listed in B.1. above will receive a direct invitation to offer their comments via the website.

C. Timeline

1. In the spring of the year before the calendar year when the Officer's current term will expire: At the United Church of Christ Board's spring meeting, the Chairperson appoints, from among its members, an Ad Hoc Committee Regarding Re-Election. (Example: If the Officer's current term was scheduled to expire in the autumn of 2025, this committee would be appointed in the spring of 2024.)
2. On May 1 of the year before the calendar year when the Officer's term will expire: Letters and response forms are sent out as prescribed in Section B above, with a request that they be returned as soon as possible and no later than June 30 of the same year. For the purpose of encouraging response, persons who have not returned their forms may be telephoned in early June.
3. In July of the year before the calendar year when the Officer's term will expire: The Ad Hoc Committee Regarding Re-Election meets to review the responses and meets with the incumbent Officer. The Committee prepares a summary report.
4. On September 15 of the year before the calendar year when the Officer's term will expire: The Ad Hoc Committee's summary report is mailed to the members of the United Church of Christ Board, and the Committee's recommendation is communicated by telephone to the Chairperson of the United Church of Christ Board. The Chairperson of the United Church of Christ Board informs the incumbent Officer of the Ad Hoc Committee's recommendation.
5. At its meeting in the fall of the calendar year before the Officer's term will expire: The United Church of Christ Board votes on whether to re-nominate the incumbent Officer for call by election to another term...
 - a. If re-nomination is approved by a two-thirds vote of the United Church of Christ Board, then:
 - (1) The Chairperson of the United Church of Christ Board writes a letter announcing this decision and sends it to all persons listed in Section B.1. above (except those United Church of Christ Board members who were present for the vote).
 - (2) The decision may be publicized immediately via the United Church of Christ website.
 - (3) On behalf of the United Church of Christ Board, its Chairperson forwards the incumbent Officer's name to the General Synod at the appropriate time to be considered for call by election to another term.
 - b. If a two-thirds vote to approve re-nomination is not achieved, then:
 - (1) A full search process is initiated. The United Church of Christ Board or a Covenanted Ministry, as the case may be, through its Chairperson, names a Search Committee for the Officer as prescribed in paragraphs 214 and 219 of the Bylaws of the United Church of Christ (2015 ed.), with the goal of

presenting a candidate for consideration at the spring meeting of the United Church of Christ Board.

- (2) If the incumbent General Minister and President chooses to resign at this point in the process, the United Church of Christ Board names an Acting General Minister and President as prescribed in paragraph 214 of the Bylaws of the United Church of Christ (2015 ed.) to serve until the search process is complete. If an incumbent Executive Minister chooses to resign at this point in the process, the respective Covenanted Ministry Board of Directors, as prescribed in paragraph 220 of the Bylaws of the United Church of Christ (2015 ed.), will recommend an Acting Executive Minister for appointment by the United Church of Christ Board as an Acting Officer of the United Church of Christ until the search process is complete.
- (3) The Search Committee presents its candidate at the spring meeting of the United Church of Christ Board, where a two-thirds vote of confirmation is required before the candidate's name is placed before the General Synod. The process then continues according to paragraphs 214 and 219 of the Bylaws of the United Church of Christ (2015 ed.) and the Standing Rules of the General Synod.

33. The Chairperson of the United Church of Christ Board will appoint a committee from among the membership of the Executive Committee for the purposes of providing annual performance evaluations of the Officers of the United Church of Christ. The evaluation process for the General Minister and President shall include an Executive Minister of a Covenanted Ministry, with voice and vote, on a rotating basis. The evaluation process for an Executive Minister shall include the General Minister and President, with voice and vote. Such evaluations will be convened in closed session with the respective Officer present and the findings will be communicated in writing to the Officer and for inclusion in the Officer's personnel file. The Chairperson of the United Church of Christ Board will notify the Board that the evaluation has been conducted and which members of the Executive Committee participated in the evaluation.

GENERAL RULES

34. The United Church of Christ Board will:

- a. continue to use its corporate investments to promote Equal Employment Opportunities and Affirmative Action plans and programs in such corporations;
- b. inform those vendors and merchants with whom it does business of the Equal Employment Opportunity and Affirmative Action policies of the UCC and of its preference to do business with vendors and merchants who are Equal Opportunity Employers and who are pursuing Affirmative Action plans and programs.

35. The United Church of Christ Board will meet only in establishments that follow a policy of Equal Employment Opportunity in managerial positions.

36. Members and staff shall be reimbursed in accordance with the established travel policy for reasonable expenses associated with attending a meeting of the United Church of Christ Board; as provided below:

- a. Expenses of the United Church of Christ Board members and staff, as defined in paragraphs 223 and 224 of the Bylaws of the United Church of Christ (2015 ed.), in attendance at meetings of the of the United Church of Christ Board shall be paid from the United Church of Christ Board budget.
- b. When a member of the United Church of Christ Board is asked by the General Minister and President, Chairperson of the United Church of Christ Board or by United Church of Christ Board vote to represent the United Church of Christ, expenses of that person may be paid from the United Church of Christ Board budget.

37. The United Church of Christ Board authorizes the General Minister and President and Chief Administrative Officer to obtain directors' and officers' coverage and fidelity bonds for the United Church of Christ and to allocate the annual premium for the policy in consultation with the bodies that are named insured.

38. At its fall meeting following the General Synod, the Governance Committee shall review the Standing Rules of the United Church of Christ Board and recommend changes, additions or deletions to the United Church of Christ Board with the intent being to update the Standing Rules with the start of each class of members.

39. The Standing Rules may be revised at any time by a majority vote of the United Church of Christ Board.

40. The Secretary shall have the authority to correct typographical errors to these rules and the authority to change references to the Constitution and Bylaws of the United Church of Christ in the event of amendments to those documents which alter their paragraph numbering.