

RIVIERA UNITED CHURCH OF CHRIST

Constitution and Bylaws

PREAMBLE

God calls people into the church to accept the costs and the joys of participating in and living out the vision and reality of the Reign of God as revealed in the life, teachings, death, and resurrection of Jesus Christ. God equips and guides disciples for the ministries to which they are called in this Community of Faith as part of the Body of Christ. Therefore, these bylaws are intended to be a guide for the way that relationships are fostered, maintained, and nurtured as the people of God engage in the Community of Faith and the exercise of their faith and works. Nothing in these bylaws is intended to limit the Spirit of God as that Spirit moves and leads the church in faithful ministry. Each member shall have the right and duty to follow the Word of God according to one's own conscience under the guidance of the Holy Spirit, but these by-laws shall govern the operation of the church.

**Article I
Name**

The name of this congregation shall be *Riviera United Church of Christ* located at 451 Riviera Drive NE, Palm Bay, Florida 32905.

**Article II
Purpose**

The purpose of this church shall be to worship God in word and deed; to celebrate the Sacraments, to realize Christian fellowship; to celebrate unity in diversity; to render loving service to people both within and beyond the Community of Faith, reaching out to the poor and oppressed and all who are in need; to assist people in learning and growing in the faith; to make the Gospel relevant to the lives of people who seek the grace of Jesus Christ; to invite others to share in the costs and joys of being Christ's disciples; to strive for justice and peace in our community and the world; and to employ our God-given spiritual gifts and talents in the service and work of Jesus Christ.

**Article III
Denominational Affiliation**

This church shall be a part of the United Church of Christ as described in those portions of the denominational Constitution and Bylaws of the United Church of Christ adopted on July 4, 1961

(and as amended) relating to local churches. This church shall also be a part of the Florida Conference of the United Church of Christ.

Article IV Faith, Covenant and Sacraments

The faith that is proclaimed by this church is that which is contained in the *Statement of Faith of the United Church of Christ* and as applied in the *Mission, Vision, and Values* of the congregation. These statements of the congregation may be reviewed and revised at any time without an amendment to these Bylaws, provided that such revision does not violate or conflict with the Statement of Faith.

This church recognizes two sacraments: Baptism and Holy Communion. All baptisms are recognized as valid; therefore, there is no need for re-baptism. Baptism by sprinkling or immersion is offered to children, youth, and adults. Baptism takes place in a service of worship unless there are extenuating circumstances. Holy Communion is generally observed on the first Sunday of each month. Invitation to the Lord's Table shall be made to include all who wish to know the presence of Christ and to share in the community of God's people.

Article V Membership and Affiliation

Affiliation with this church shall be open to any person regardless of their race, color, gender, disability, national origin, ethnic background, or sexual orientation.

- A. This church recognizes several stages of affiliation with the congregation.
- **A Friend** is one who relates to the church at various levels but has not made a commitment to full membership in the congregation. A Friend may be a seasonal or year-round resident who regularly attends worship, participates in the work and ministries of the church or contributes financially to its work. A friend has the right to vote in those groups in which he/she serves and is a member, but does not have the right to vote at congregational meetings and does not have the right to a Letter of Transfer. A Friend shall have access to all activities, publications, meetings, services of worship, the Sacraments, and hold any leadership positions except as a member of the Church Council or a Pastoral Search Committee.
 - **An Associate Member** is any person who is a member in good standing in a church in another community, provided he/she is able to meet the membership requirements of this congregation and the other church. A member holding

associate membership shall have all the rights and privileges of membership except the right to vote on denominational standing, the sale of church property, or acquire a Letter of Transfer from this church to another church.

- **A Member** is a person who claims membership in the Body of Christ through Riviera United Church of Christ. A member is one who has been baptized and who has made public confession in Jesus Christ as Lord and Savior. A member shall have the right to serve on all structural units in the congregation including the executive positions, and have the right to vote at all congregational meetings. Ultimately, members possess the power to guide and decide all matters of the congregation. Members shall complete the church membership process, including a pledge to:
 - attend worship regularly;
 - uphold the church and its ministries in their prayers; regularly and actively participate in the ministries, life, and work of the church;
 - regularly and liberally contribute of their time, talent, gifts, and financial resources to support the ministries and programs of the church both within and beyond the congregation; and
 - seek diligently the spiritual welfare of the church and community.

A member may, at his/her own request, be granted a Letter of Transfer.

Any minor who has completed confirmation class and has been confirmed in the church shall be a member, with all rights and privileges, except the right to vote on legal matters before they are 18.

All meetings of organizations within the church are open to any church *Member, Associate Member or Friend*, except when discipline, spiritual confidences, personnel, or pastoral relations issues are being discussed in an executive session.

B. Over the course of one year, any member or associate member who has not participated in one of the following: (a) attended worship, (b) served on a ministry team or other group or ministry in the church, or (c) made a financial contribution, may be removed from membership by action of the Church Council with a 60-day written notice to their last known address. Membership may be reinstated at the request of a formerly removed member and upon the approval of the Church Council. Membership may be terminated upon the personal request for a letter of transfer.

C. We will nurture an environment of respect for one another and therefore do not tolerate conduct which is destructive to the body of Christ or individuals within the community. Any member whose conduct adversely impacts the well being of the household of faith may be disciplined by action of the Church Council.

Article VI Governing Body

The governing body of this church shall be the membership assembled in a congregational meeting. The vote of a majority of members present at a congregational meeting shall be the action of the church, except as otherwise provided in these bylaws. A quorum shall consist of 20% of the full membership as of the date that notice of the congregational meeting is announced except as provided in article XII in these by-laws.

Article VII Church Council

A. The Council shall be the chief executive board of the church. It shall run itself each year in such a manner as to accomplish the efficient operation of the church and the meeting of the church's mission and objectives. The Council shall have the authority to replace any vacated seat on the Council between regular meetings of the congregation. Any such replacement will be affirmed at the next congregational meeting.

B. The Council may be composed of the Moderator, the Vice-Moderator, Clerk, Treasurer, Financial Secretary, the Chairperson of the "Spiritual Ministry", the Chairperson of the "Outreach Ministry", the Chairperson of the "Church Operation Ministry", the Chairperson of the "Education Ministry", the Chairperson of the "Resources Ministry", and at least one member at large from each church service. The pastor or pastors shall serve as *ex officio* members without vote. All members of the Council shall have both voice and vote on matters brought before the Council, however, the Moderator shall vote only to break a tie when presiding over a meeting.

C. A quorum of the Council shall consist of a majority of the number of members.

D. The Council shall meet as necessary, but no fewer than ten months per year for the transaction of such business as may come before it. Special sessions shall be subject to the call

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of the Moderator, or the Pastor. Special sessions shall be held with at least 24-hour notice given to all members of the Council. The Council may meet in executive session when necessary.

E. The Council shall be the policy-making, administrative, and coordinating body of the church acting on behalf of the congregation between congregational meetings in accordance with the faith and practice of Riviera United Church of Christ.

F. The Council through its various officers and representatives shall:

1. make provision for determining and raising the funds for the annual budget, wider mission, benevolences, capital funds, and any other budgets as deemed necessary.
2. provide for the adequate support of the staff;
3. Coordinate and support the ministries, visions, values, and activities of the congregation and its extended endeavors;
4. provide for review and auditing of all financial accounts as necessary;
5. Instruct all officers on fiscal matters and communicate regularly with the congregation through the Treasurer or other officer on the financial health of the church;
6. be the custodian of all church records through the Clerk or other officer or staff member; official records shall be the responsibility of the Clerk.
7. oversee the general well being of the life of the congregation;
8. make provision for a Personnel Committee consisting of the Moderator, the Vice Moderator and at least one other Council member, to establish personnel policies and regularly review all un-ordained staff members;
9. keep complete and accurate records of its meetings; and
10. shall make provision for the replacement of un-ordained staff as may be needed by calling/creating a Search Committee to consist of the Vice Moderator, Pastor, and at least one other member of the church with expertise in the position to be filled; and
11. make provisions for a Pastor Relations Committee.

G. All acts and deliberations of the Council shall be subject to the will of and to revision by the congregation.

H. The Council may authorize any extraordinary expense in an emergency. If such expense is not an emergency and exceeds 2% of the current operating budget, it must receive the approval of the congregation.

I. The Council shall elect the designated number of non-Pastoral delegates to any meetings of the Florida Conference as deemed necessary. Those persons shall have full authority to vote on behalf of the congregation, unless the congregation should instruct them in regard to specific matters coming before the Conference.

J. A Council member missing three regularly scheduled meetings within a year without being excused by the Moderator shall be dismissed and the position becomes vacated.

Article VIII Officers and Duties

A. The chief executive officer of the church is the Moderator. The Moderator shall open and conduct all meetings of the Council and the congregation assembled to conduct business. The Moderator will confer with the Pastor and/or members of the church staff in the development of agendas and in overseeing the general health and functioning of the church. He/she shall serve as an *ex officio* member of all Council-appointed committees. He/she shall be elected by the congregation for a one-year term and may serve two consecutive terms, after which time, at least one year shall lapse before he/she may be eligible for re-election.

B. The Vice Moderator shall preside at all meetings and perform all other function of the office of Moderator when the Moderator is not present and also when business pertaining to the Moderator is before the congregation or as requested by the Council. The Vice Moderator shall serve as a voting member of any search committee seeking professional staff. He/she shall function as the liaison between the search committee and the Council in the absence of the elected chairperson of the search committee. The Vice Moderator shall be elected by the congregation for a one-year term and may serve two consecutive terms after which at least one year must lapse before he/she is eligible for re-election.

C. The Clerk shall be the chief recorder and custodian of the church's records and archives. He/she shall keep all official transactions, legal and otherwise, of the congregation. He/she shall keep a record of all meetings of the Council and meetings of the congregation, or as requested by the Moderator or Pastor. The Clerk shall, in conjunction with the Office Manager, keep a correct list of all members, their addresses, method and date of reception in the church. He/she shall be the custodian of church registers containing marriages baptisms, confirmations, deaths, transfers, removals, and other information such as contracts, ministerial calls, mortgages and legal papers. The Clerk shall be elected annually by the congregation and may serve unlimited terms.

D. The Treasurer shall have fiduciary responsibility and shall be in charge of all church monies, except the Pastor's discretionary fund(s), including monies for congregational support, special accounts and capital funds as well as any other funds deemed necessary by the congregation or the Council. He/she shall pay, or cause to be paid, all bills in a timely manner, keep open and true accounts of all official transactions of the church under policies set by the Council, making copies available to all other financial officers and members of the congregation. The Treasurer shall be elected annually by the congregation and may serve unlimited terms. He/she shall serve *ex officio*, with vote, on any group authorized by the Council to manage or analyze the financial resources of the church. The Treasurer's books shall be reviewed annually pursuant to the Council's directions. The Treasurer shall be bonded.

E. The Financial Secretary shall receive all confidential pledges and contributions and deposit all monies in the Church's accounts. A receipt for all deposits shall be given to the Treasurer. The Financial Secretary shall receive and record offering information and provide statements to members at least annually, in accordance with Internal Revenue requirements and guidelines. The Financial Secretary shall be elected by the congregation annually for a one-year term and shall be eligible to serve an unlimited number of terms. The Financial Secretary shall be bonded.

F. Council may, as needed, create the position and duties for Assistant Treasurer and Assistant Financial Secretaries; any such position shall be elected annually by the congregation.

Article IX Structural Units

A. The functions of the church shall be organized and distributed around the Council and five ministries. In addition to the Council, five ministries, which are necessary for the realization of the purpose, mission, vision, values, goals and objectives of the congregation as well as for meeting the physical, spiritual and property needs of the Body of Christ shall include:

1. the Spiritual Ministry shall support the spiritual life and faith development of the congregation;
2. the Outreach Ministry shall be charged with the interpretation, planning and implementation of the congregation's mission priorities;
3. the Church Operations Ministry shall oversee the general parish maintenance, physical aesthetics, expansion and operational efficiency of the church;
4. the Education Ministry shall initiate and implement all religious education and nurture endeavors of the congregation; and

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5. the Resources Ministry shall have responsibility for all property and investments of the congregation, including stewardship, budget, income, expenses and investments.

B. At the annual meeting three members of the church shall be elected by the Congregation to each ministry. Each ministry shall elect a chair and an alternate chair. The chair shall serve on the council. The alternate may serve if the chair is absent. Those elected to the ministry are responsible for planning and coordination of their ministry. Elected members of these ministries who serve three consecutive one year terms shall not be eligible for re-election until at least one year has expired. Chairpersons of the ministries shall be full members of council. Nominations for the first council under these bylaws in 2012 shall be made by a committee of three 2011 council members who have no interest in serving on the 2012 council plus one at large member and the pastor. Each year after, the council shall appoint a nominating committee by March 15 to fill any vacancies and make nominations for the next year.

Article X The Pastor

A. The Pastor shall be the "chief of staff": and oversee and direct the work of other pastors and lay staff persons. The Pastor(s) shall be an ordained minister(s) with full and good standing in the United Church of Christ in accordance with the *United Church of Christ Manual on Ministry*. He/she shall have all the rights and privileges of a minister(s) in the United Church of Christ. He/she shall have access to all structural units, sub-units, groups and organizations in the Church and be entitled to attend any meeting of any church sanctioned group with the exception of a pastoral search committee seeking his/her replacement and/or a Council meeting set aside by two-thirds of a quorum vote to discuss legal matters in executive session pertaining to that pastor.

B All called pastors shall be called and dismissed only with a two-thirds majority vote at a congregational meeting and in accordance with the *Manual on Ministry*.

C. The congregation may call other professional ordained staff as may be necessary, using the suggested search process of the United Church of Christ and the Florida Conference. Those pastors shall hold all of the rights and privileges of their ordained status as outlined in Article I of the Constitution and Bylaws of the United Church of Christ.

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D. No substitute pastor or clergy, with the exception of an assistant or associate pastor, shall perform any religious ceremony in the church without the consent of the Pastor. To invite another pastor to conduct any service of worship, either in the temporary absence of the Pastor or for special occasions, the consent of the Pastor, or the Moderator in the event the Pastor is incapacitated, is required.

E. Disciplinary procedures pertaining to the Pastor(s) shall be in accordance with the *Constitution and Bylaws of the United Church of Christ* and in accordance with the *Manual on Ministry*.

F. Ordinarily, the Pastor shall be called and elected for an indefinite period of time; a shorter period may apply if mutually agreed upon by both the congregation and the Pastor. In order to terminate a pastoral position, a 90-day notice shall be given by either party unless a shorter period of time is agreed upon. The termination procedure shall be in accordance with the *Constitution and Bylaws of the United Church of Christ* and in accordance with the *Pastoral Code of Ethics*.

G. When a pastoral vacancy occurs, the congregation shall elect a pastoral search committee from a list of persons nominated by the Council. That committee shall consist of no fewer than eight and no more than twelve members and will include the Pastor unless it is formed for his/her replacement.

1. The pastoral search committee shall seek the assistance, advice and consultation of the Florida Conference. The committee shall use the established search process approved by the Conference for seeking a Pastor. Compensation and benefits shall be consistent with the conference guidelines except when financially impossible.
2. When a pastor accepts a call to this Church, the congregation and he/she shall jointly request the Church and Ministry Committee of the Florida Conference to arrange for a Service of Installation.

Article XI Property and Authorization

A. The church, as a corporate body, may:

1. sue or be sued;

2. acquire by purchase, gift, devise, bequest, or otherwise own, hold, invest or dispose of property, both real and personal, for such work as the church may undertake;
3. 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 purposes of the church;
4. receive and hold in trust both real and personal property and invest and reinvest the same;
5. make contracts for promoting the objectives and purposes of the church; and
6. perform any other function necessary for the operation or administration of the church.

Article XII Congregational Meetings

A. The annual congregation meeting shall be held within the first 60 days of each new calendar year. At the meeting, the congregation shall conduct such business as may be necessary. The previous year's financial reports shall be presented and the present year's budget approved. Officers shall be elected for the present year. At least a two-week's written or verbal notice shall be given to the membership at worship services. The fiscal year of the church shall be the calendar year.

B. Annual reports shall be written and prepared by the Pastor(s) and Council members and made available to the membership at worship services at least two weeks prior to the Annual Congregational Meeting. The reports, where applicable, should include information on the . for previous year including:

1. a summary of the previous year's activities;
2. a statistical report regarding worship attendance, baptisms, confirmation, deaths, new members, and members lost;
3. a summary of the major accomplishments of the church;
4. a financial report and any financial analysis;
5. a budget for the next fiscal period; and
6. goals and objectives or projections for the current year in which the meeting is held.

C. Special congregational meetings may be called by the Council, the Moderator, the Pastor, or by a petition to the Council by not less than ten percent of the members. The Council shall set a meeting date within two weeks of the receipt of a petition or request. The date set for such meeting shall be within 45 days from receipt of the petition or request. At least two week's written or verbal notice shall be given of such meeting to the membership at worship services.

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D. Meetings called for the purpose of voting on denominational standing or dissolution of the church as a corporation shall require a 60 percent quorum and a two thirds majority of the members present. Meetings called for the special purpose of voting on the sale of property shall require a 20 percent quorum and a two-thirds majority of members present. Provisions in Article VI govern all other congregational meetings.

Article XIII Rules of Order

Robert's Rules of Order, as most recently revised, shall be the parliamentary authority for all matters of procedure not specifically covered by this Constitution and Bylaws.

Article XIV Endowment Fund

An Endowment Fund has been previously established by the congregation. The purpose, governance and operational procedures of the fund were defined by the special resolution adopted by the Congregation in 2007, the terms of which are adapted into this set of By-Laws as set forth below:

A. RESOLUTION FOR AMENDMENT TO THE CONSTITUTION AND BY LAWS OF RIVIERA U.C.C.

“An Endowment Fund shall be established. The purpose, governance and operational procedures are hereinafter defined by a special resolution adopted by the Congregation.”

B. RESOLUTION TO IMPLEMENT THE ENDOWMENT FUND

Whereas, Christian Stewardship involves the faithful management of all the gifts God has given us – time, talents, the created world and money, including accumulated, inherited and appreciated resources; and

Whereas, Christians can give to the work of the church through bequests in wills, Charitable Remainder Trusts, charitable gift annuities, assignment of life insurance, and transfer of property (cash, stocks, bonds, real estate, etc); and

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Whereas, it is the desire of Riviera U.C.C. to encourage, receive, and administer these gifts in a manner consistent with the loyalty and devotion to their Lord expressed by the grantors in accord with the desires of the Congregation

THEREFORE BE IT RESOLVED, at the Council meeting assembled December 2006, That the Riviera U.C.C. approve and establish a new and separate fund to be known as THE ENDOWMENT FUND OF RIVIERA U.C.C. Palm Bay Florida (hereinafter called the "FUND")

BE IT FURTHER RESOLVED, that the purpose of this Fund is to enhance the church community, operation, campus, mission, outreach and/or vision of Riviera U.C.C. and

BE IT RESOLVED, that unless otherwise specified by the grantor, the principal amounts of the gifts to this Fund will be retained and preserved and that, except as otherwise provided, only the income earnings from the managed investments of the principal may be expended and

BE IT RESOLVED, that an Endowment Fund Committee (hereinafter called the "Committee") shall be established to be the custodian of the Fund and

BE IT RESOLVED, that the following Plan of Operation be set forth for the administration and management of the Fund."

C. PLAN OF OPERATION

1. THE COMMITTEE

THE COMMITTEE shall consist of three members, all of whom shall be active members (but not members of Council) of Riviera U.C.C. except as herein limited. The term of each member shall be three years. Upon adoption of this resolution by the Congregation, it shall elect one member for three years, one member for two years and one member for one year. Thereafter, at each Annual Congregational Meeting the Congregation shall elect necessary number of members to fill the Committee. No member shall serve more than (2) two consecutive terms. After a lapse of one year former members of the Committee may be re-elected. The Senior Pastor, the Church Treasurer and the Moderator of Council, shall be advisory members to the Committee.

The Council shall nominate members to the Committee in the same manner as for Church ministry positions via a nominating Committee. In the event of a vacancy on the Committee, the Church Council shall appoint a member to fill the vacancy.

The Committee shall meet at least quarterly or more frequently as deemed necessary in the best interest of the Fund. A quorum shall be two members plus one advisory member. A quorum of the Committee shall carry any motion or resolution.

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The Committee shall elect from its membership a Chairperson and Recording Secretary. The Church Treasurer shall maintain complete and accurate records of accounts for the Fund and shall be empowered to sign checks and all other documents as authorized by the committee. All checks written on behalf of the Fund shall comply with the then current practice of the Church Council.

The Recording Secretary shall maintain complete and accurate minutes of all meetings of the Committee and supply a copy thereof to each member of the Committee and to the Church Council.

The Committee shall have its books reviewed annually by a qualified person (who is not a member of the Committee) for presentation with its Annual Report to the Congregation.

The Committee may request other members of the Congregation to serve as consulting members and/or, at the expense of the Fund, may provide for such professional counseling on investments, accounting, or legal matters as it deems to be in the best interest of the fund.

All assets are to be held in the name of "The Endowment Fund of The Riviera U.C.C. Palm Bay Florida."

The Committee shall be empowered to hold, sell, exchange, reject, rent, lease, transfer, convert, invest, reinvest and in all other respects control and manage the Fund to accomplish the purposes as stated herein. The Committee shall report to the Church Council quarterly and to the Congregation annually.

Members of the Committee shall not be held liable for any losses which may be incurred upon the investments of the assets of the Fund, except to the extent of such losses shall have been caused by their criminal conduct, bad faith or gross negligence. Members shall not be liable for the acts or omissions of any other member unless they were acting as a co-conspirator to criminal, bad faith or negligent conduct. No member shall engage in any self dealing or transactions with the Fund in which the member has direct or indirect financial interest and shall at all times refrain from any conduct in which their personal interest would conflict with the interest of the Fund.

2. ACCUMULATION AND DISTRIBUTION

The Committee shall determine what is principal and income according to accepted accounting procedures.

The Committee shall evaluate all requests for program support directed to the Fund. Those programs that are deemed to be in the furtherance of Riviera U.C.C.'s church community,

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operation, campus, mission, outreach and/or vision shall be approved or disapproved by the Committee. Church Council may be consulted for this purpose.

The Committee shall make decisions supporting the concept that the Fund is for long-term purpose vs. short-term immediacy.

Gifts and Bequests to the Fund, unless otherwise specified by grantors, shall accumulate until the principal amount of \$150,000 (in 2006 dollars) is achieved, after which the income generated by the Fund principal may be expended in the following proportions each year at any time deemed necessary and /or feasible to accomplish the following purposes:

- Up to fifty (50) percent on capital improvements; debt reduction; building programs of Riviera U.C.C.; people and programs of Riviera U.C.C.; Christian Education; Evangelism; and/or scholarships or grants to members of Riviera U.C.C. for the purpose of attending seminary or such other training which enables members of this congregation to grow in Christian faith and service to God's people.
- Up to twenty-five (25) percent on outreach to the community in support of the benevolences and mission interests of the church, and/or the wider mission of the U.C.C. at home and abroad (such allocations would be in addition to the regular mission and ministry giving).
- Up to twenty-five (25) percent on the goals of Council, including, but not limited to, the Operating Budget of Riviera U.C.C. Monies from the Fund shall not exceed ten (10) percent of the annual operating budget for any given year.

None of the monies of The Endowment Fund will be used to support the following:

- a. Propaganda or other attempts to influence legislation.
- b. Political campaigns on behalf of any candidate for public office.
- c. The programs of The Church not listed above which are regularly funded by pledges and contributions of members, except in cases of emergencies (as described below). Such emergencies and their declared funding will also be reported to the Church membership in the regular reporting of The Endowment Fund Committee.

The Committee shall direct the management of the investments funds.

The Committee has the authority to accept/reject gifts of any type that present a hazard, risk, liability and/or those that seem inappropriate to the mission of the church.

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The Committee shall report to the Congregation the specific contributions to the Fund with the consent of the grantor. An appropriate means will be used to publicize such report.

The Committee shall devise and implement a plan to encourage and attract more Endowments. This plan is to be in advisement with the Stewardship Committee, but not controlled or regulated by the Stewardship Committee.

The Committee shall have the power to seek legal counsel, as well as pursue legal proceedings (if necessary) to change any restriction of a gift where the intended goal of the gift no longer exists.

The Committee shall review church and/or court records on all present and/or special Riviera U.C.C. Funds concerning restrictions and directions of the grantor. Such records should be reviewed annually to assure wishes and/or intent are being honored. Undesignated Special Gift Funds may be transferred to the Endowment Fund if Council approves.

The Committee shall be responsible for any requirements of the Federal or State Tax Authority and to file any necessary returns.

The Committee shall have the authority to dispose of or liquidate an asset upon notification to grantor or his/her interested heirs. If the grantor's address is unknown, notice may be accomplished by publication in a daily newspaper servicing Palm Bay, Florida. The intent of the grantor must be honored and respected in disposing of or liquidating any asset to the extent such intent is consistent with the goals and objectives of the Committee, as set forth above.

Nothing in this document shall prevent Riviera U.C.C.'s church council from using endowment funds, whether principle or interest, for emergency purposes which have been discussed, voted on, and declared by a two-thirds (2/3) vote of a quorum of the council.

3. AMENDING THE RESOLUTION

BE IT FURTHER RESOLVED that any amendment to this document which will change, alter, or amend the purpose for which the Fund is established will require for adoption a majority vote of members present at a duly-called Congregational Meeting. Such amendment must be publicized in accordance with church policies.

4. DISPOSITION OR TRANSFER OF FUND

BE IT FURTHER RESOLVED , that in the event the Riviera Church ceases to exist as an entity by any name either through merger, separation or dissolution, disposition or transfer of

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the Fund shall be at the discretion of the governing body in conformity with the approved congregational constitution and in consultation with the denominational staff of Riviera U.C.C. to which this congregation belongs at such time. Consultation with the denomination may be desirable for continuation of Endowment Fund obligations.

5. ADOPTION OF RESOLUTION

“This resolution, recommended by the Council and accepted by the congregation at a duly called Congregational meeting, is hereby adopted.”

Article XV Amendments

Amendments to this Constitution and Bylaws may be made at any congregational meeting vote of two-thirds of the members with a quorum present. Written notice of the text of the proposed amendment(s) shall be available at worship services at least two weeks prior to the meeting.