

BYLAWS

- 3) The regular Congregational meeting shall be held annually on the second Sunday of December, at the conclusion of each of the worship services.

The meeting shall be convened at the beginning of the session following the earliest service, and adjourned following the session at the latest service.

- a. A task force shall be formed to facilitate the annual meeting agenda.
- b. All reports, including the budget and nominations to council, will be completed by Nov.1.
- c. The task force will be responsible for packaging and mailing the reports by the end of the first week of November to all member families in the congregation.
- d. Questions, additional nominations, recommendations must be submitted in writing or through a Congregation Council Member by Nov. 16.
- e. An open forum will be held as an informational between November 23 and the actual Congregational meeting date.
- f. A written tabulation of all questions and responses shall be mailed to the congregational families no less than one week prior to the meeting date.
- g. Questions of clarification and information may be received prior to the vote at the meeting times.
- h. Written voting ballots will be prepared for use at the congregational meeting voting times.