

## UNITED CHURCH OF CHRIST BOARD STANDING RULES

Reviewed and Revised March 9, 2018

### 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 the Secretary's 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 the Secretary's designee to correspond with the member concerning the member's 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 the Secretary's 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 the member's 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, the member shall submit such refutation to the Secretary or the Secretary's 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 confirms 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 by the General Synod Nominating Committee 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 put forward by the General Synod Nominating Committee will be reviewed by the Governance Committee for compliance with the diversity requirements as set forth in paragraphs 218 of the Bylaws of the United Church of Christ (2017 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 by the Governance Committee 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 218 and 219 of the Bylaws of the United Church of Christ (2017 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 person of color, at least one lay person, and at least one clergy person; in addition, over the three successive biennia at least two different genders should be elected as Chairperson.

b. The election shall take place according to the following procedure:

1. No later than the spring meeting of the United Church of Christ Board before General Synod, the Chairperson shall appoint a United Church of Christ Board 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 United Church of Christ Board Nominating Committee shall meet, either in person or electronically, to determine the skills and demographics needed for the Chair and Vice-chairperson.

3. The United Church of Christ Board Nominating Committee will reach out to all qualified board members to share with them the scope of work and to solicit from those members their availability for and willingness to be considered for the open positions.

4. From this information, the United Church of Christ Board 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.

5. 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 Disposition 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 shall ordinarily be open to members of the United Church of Christ, unless the committee is formed to consider personnel, legal, or other confidential matters. 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 prospective Officers of the Church and prospective 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 Ministry Committees, 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.
16. In addition to those committees provided for and described in the Bylaws of the United Church of Christ (2017 ed.) paragraphs 232 (Ministry Committees), 233 (Executive Committee), 235 (Finance and Budget Committee), 237 (Investment and Endowment Committee) and 239

(Audit Committee), the United Church of Christ Board structure will include a Governance Committee and a General Synod Program and Planning Committee. The Ministry Committees, Executive Committee, Finance and Budget Committee, Investment and Endowment Committee, Audit Committee, Governance Committee, and General Synod Program and Planning Committee shall constitute the Standing Committees of the United Church of Christ Board.

a. The Executive Committee acts as the United Church of Christ Board ad interim, as provided in the Bylaws of the United Church of Christ. 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 Executive Committee is not authorized to act on the following matters:

1. To amend or repeal the Articles of Incorporation or Bylaws of the United Church of Christ Board corporation or of the Covenanted Ministries, or these Standing Rules;
2. To sell or otherwise dispose of assets of the United Church of Christ Board corporation or of the Covenanted Ministries other than in the ordinary course of business;
3. To dissolve or merge the United Church of Christ Board corporation or of the Covenanted Ministries;
4. To act as the General Synod of the United Church of Christ ad interim; or
5. To act on any matter on which action can be delayed until a meeting of the Board of Directors without causing harm or prejudice to the General Synod, the United Church of Christ Board corporation, or to the Covenanted Ministries because of the delay.

b. The Governance Committee shall consist of at least 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.

c. The Moderator of the next General Synod will serve as the Chairperson of the General Synod Program and Planning Committee and the Assistant Moderator of the next General Synod will serve as the Vice-chairperson of the General Synod Program and Planning Committee. 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.

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. The United Church of Christ Board Chairperson shall appoint the number deemed necessary of United Church of Christ Board members and non-board members who are members of the United Church of Christ, with development expertise, to serve on the Special Committee on Development. Their title shall be Members with Special Expertise. The 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 Marketing.

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 the chairperson's 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. Any resolutions or other business directed to the United Church of Christ Board by the General Synod or the Business Committee of the General Synod shall be addressed by the Board in a manner consistent with the Standing Rules of the Synod from which it was sent. The Board shall assign such resolutions to a special committee of the Board for review and recommendation to the Board. Such recommendations may include approval, disapproval, amendment, consolidation, or no action. The standards for adoption by the Board of Directors shall be the same as those required for adoption by the General Synod. The committee shall ensure that it has been appropriately educated on the subject of the resolution and may invite qualified guests to conduct that education.

#### 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 and the Chairpersons and the Vice-Chairpersons of the 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 become a multiracial and multicultural Church, reflecting the racial and ethnic diversity of society with a balance of leadership in relation to gender, 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 following the meeting of the General Synod, the Chairperson of the United Church of Christ Board, sitting as the Committee on Disposition, shall appoint a Subcommittee on Disposition making recommendations to the Committee on Disposition. The Subcommittee on Disposition will:

- a. make initial recommendations for the disposition of items of business submitted to the General Synod to the next meeting of the United Church of Christ Board, including a final report to the United Church of Christ Board meeting immediately prior to the next meeting of the General 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 General Synod and, in accordance with the Standing Rules of the General Synod, recommend referral in one of the following ways:

1. directly to the General Synod plenary;



2. to a committee of the General Synod;
3. to the United Church of Christ Board, sitting as the General Synod ad interim;
4. to an implementing body or the United Church of Christ Board; or
5. to postpone indefinitely.

Proposed Pronouncements, Proposals for Action, Resolutions of Witness, and Prudential Resolutions will be referred to the next meeting of the General Synod to be processed in accordance with the General Synod Standing Rules.

Whenever recommendation #4 or 5 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 General 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 the meeting of the General Synod or from the floor of the General Synod and make recommendations to the Synod through the Business Committee; and

e. use the criteria detailed in the General Synod Standing Rules in reviewing proposed General Synod business.

30. In compliance with paragraph 208 of the Bylaws of the United Church of Christ (2017 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 the nominee's 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 an additional term, in compliance with Rule 33 of these United Church of Christ Board 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; and
  - g. the other Officers of the Church.

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.)
  - i. spiritual, pastoral, and prophetic leadership
  - ii. leadership as executive officer and presiding officer
  - iii. communication skills

- iv. articulation of a compelling vision for the United Church of Christ
- v. 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). The response forms should be coded in order to identify from which category the response is coming.

- 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](http://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:

i. 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).

ii. The decision may be publicized immediately via the United Church of Christ website.

iii. 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:

i. A full search process is initiated. The United Church of Christ Board through its Chairperson, names a Search Committee for the Officer as prescribed in paragraphs 208 or 214 of the Bylaws of the United Church of Christ (2017 ed.), with the goal of presenting a candidate for consideration at the spring meeting of the United Church of Christ Board.

ii. 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 208 of the Bylaws of the United Church of Christ (2017 ed.) to serve until the search process is complete. If an incumbent Executive Minister chooses to resign at this point in the process, the United Church of Christ Board of Directors, as prescribed in paragraph 215 of the Bylaws of the United Church of Christ (2017 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.

iii. 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 208 or 214 of the Bylaws of the United Church of Christ (2017 ed.) and the Standing Rules of the General Synod.

33. The Chairperson of the United Church of Christ Board will appoint an annual performance evaluation committee, consisting of the Chairperson of the United Church of Christ Board, the Vice Chairperson of the United Church of Christ Board, the Moderator of the General Synod, one Conference Minister, and one member at large. Such evaluations will be convened in closed session with the General Minister and President present and the findings will be communicated in writing to the General Minister and President and for inclusion in the personnel file. The Chairperson of the United Church of Christ Board will notify the Board that the evaluation has been conducted and identify the members of the performance evaluation committee.

## 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 218 and 219 of the Bylaws of the United Church of Christ (2017 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, to include a private hotel room if the member so requests.
- b. When a member of the United Church of Christ Board is asked by the General Minister and President, the Chairperson of the United Church of Christ Board or voted by United Church of Christ Board 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 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.