

**ROSER MEMORIAL COMMUNITY CHURCH
SPECIAL COUNCIL MEETING
August 31, 2022**

In Attendance: Jim Bennington, David Cheshire, Gary Hickerson, Mary Horton, Jean Knopp, Cathy Meehan, Peggy Nash, Donna Pope, Cass Robertson, Rev. Dr. Dirk Rodgers, Jeanette Rothberg, Sue Shinn, John & Sharon Skladany, Lorna Smilde-Powers, Randy & Gail Swain, Dick Walter, Alan Ward, Sharon Wisniewski

Rev. Dr. Dirk Rodgers opened the meeting with prayer.

CALL TO ORDER: John Skladany, Vice Chair of the Congregation, called the meeting to order at 7:04 pm due to technical issues Cathy Meehan experienced attending the meeting. Meeting was held remotely by Zoom.

The purpose of this special meeting was for the second reading and a vote on the proposed Amendment Six to the Roser Bylaws, in order to provide for a Special Search Process for the Position of a Ministry-Specific Pastor for the position of Community Engagement Coordinator. This will allow the search process for the Community Engagement Position to restart as soon as the Amendment is approved; and to approve the amended job description and change of name for the position to Community Engagement Pastor/Coordinator. The proposed amendment and job description were sent to Council members prior to the meeting and all declared they had read it. There were no questions or discussion offered.

Amendment Six to Roser Bylaws, Providing for a Special Search Process for the Position of a Ministry-Specific Pastor

Add the following paragraph to the end of Article XIV, Section A, Pastors:

Ordained persons, with job titles including the word Pastor other than Senior Pastor or Associate Pastor, may be hired to perform specific, ministry-related functions. The Senior Pastor, or someone appointed by the Senior Pastor, will provide daily supervision and direction to these staff members, in accordance with their approved job description. The Senior Pastor shall participate in the annual evaluation of such persons.

Ordained persons holding such ministry-specific positions at Roser will be allowed to apply for open Associate Pastor positions but must go through the same application process as all other candidates for the position.

Add the following paragraph to the end of Article XIV, Section B, Search Process for Change in Pastoral Leadership:

Ordained persons applying for a position other than Senior Pastor or Associate Pastor can be hired when candidates meet the requirements of a Roser position as described in an approved job description as required by Article XIV, Section A, above. The position description and the search process for these positions shall be approved by the Council prior to the commencement of the search. Although this person may be ordained, the search process is not required to take the form of a search for a Senior or Associate Pastor.

When it is time to employ someone for a ministry-specific job, who may or may not be ordained, the following process shall be followed:

1. The Church Council shall charge the Chair of the Congregation with the task of forming a Search Committee.
2. The Chair of the Congregation, serving as Chair of the Executive Committee, the supervising Committee of the position, shall assemble a Search Committee consisting of a minimum of seven (7) persons. The Search Committee shall consist of one representative from Deacons, one representative from the Board of Finance, one representative from the Board or Committee that would interact most frequently with the new staff member, two members of the Executive Committee whose Board or Committee is not specifically mentioned above, the Senior pastor, and at least one other church member as an at-large member. The Search Committee shall be subject to approval by the Council.
3. The Executive Committee shall ensure that a complete, up-to-date position description is available and that the position is adequately budgeted.
4. The job description, compensation, and search process shall be subject to approval by the Council prior to commencing the search.
5. Notice that the staff position is open shall be advertised on the church website and on other online and print locations. Adequate time shall be allowed to collect and consider valid resumes and applications.
6. During the search process, the Search Committee shall update the Executive Committee, Deacons, any Board or Committee that might have primary contact with the person, and the Council on the progress of the search on a monthly basis or more frequently, if necessary.
7. The Search Committee shall select an applicant for nomination to the position and submit that name to the Executive Committee for their review and determination as to whether or not to recommend to Council for hiring.
8. A Letter of Agreement for the nominee shall be created and reviewed by the Executive Committee and the candidate. If the content of the Letter of Agreement is agreeable to all, the candidate shall be submitted for approval to the Roser Council.

- **MOTION by Dick Walter to accept the Amendment 6 to the bylaws as sent to Council.**
2nd John Skladany
MOTION PASSED

- **MOTION by John Skladany to accept the revised job description for the Community Engagement Pastor/Coordinator as sent to Council members.**
2nd Gail Swain
MOTION PASSED

There was no further business.

Next Meeting: The next regular meeting of Roser Council is scheduled for Wednesday, September 28, 2022 online at 7:00 PM.

Adjourn / Prayer: There being no further business, the meeting was adjourned at 7:11 PM, Pastor Dirk ended the meeting with prayer.

Minutes submitted by Cass Robertson, Clerk of Council