

**Mid Hudson Valley Family Church Charter**  
**Adopted the Summer of 2008**

- 1. Statement of Purpose** The purpose of this church is to assist individuals and families in their experience of becoming connected with God and part of his family through fulfilling the Blessing and to promote spiritual growth and public service.
- 2. Affiliation** We are inspired and blessed by the leadership of the Reverend and Mrs. Sun Myung Moon and their family. We are in close relationship with the fellowship of organizations they have established for God's grace-filled work. Equally important, we are locally organized and consensus driven to embody the purpose we hereby set forth.
- 3. Our Values and Purposes**
  - a. Our community is a network of families and individuals of all races, nationalities and religions committed to our purpose and values. We value:
    - i. Family and Marriage
    - ii.** Healing, Compassion and Empathy
    - iii. Joy and Fun
    - iv. Truth, Wisdom and Education
    - v. Service
  - b. We seek to realize our purpose and express and practice our values through various ministries and activities.
- 4. Membership**
  - a. Benefits of Membership
    - i. To be part of and participate in creating a loving community.
    - ii. To find and develop one's talents and gifts in service of one another, family, church community, local community, nation and world.
    - iii. To be supported in one's experience of becoming connected with God, spiritual growth, fulfilling the Blessing and public service.
  - b. Rights of Membership
    - i. Members are welcome to participate in all public church activities.
    - ii. Members have the right to express their concerns and to make new proposals to the pastor and board, and to receive a response in a reasonable time.
    - iii. Members will receive regular financial reports from the board.
    - iv. Members have the right to stand for board election, to nominate others to do so, and to elect the members of the board.
    - v. Members have the right to vote in board elections
  - c. Expectations of members
    - i. Members participate in the activities and support the purpose of the church.
    - ii. Members give regular financial support: tithing and offerings.

- iii. Members strive to live a life of purity.
- d. Requirements for becoming a member
  - i. Have an adult member as sponsor.
  - ii. Have a personal interview with the Pastor to ascertain that the candidate understands the purpose, teaching, and practices of the church and is committed to participate in these.
  - iii. Fill out a membership application, begin financial offering.

## 5. Board

- a. The board represents the congregation and is a governing and guiding body of the church, responsible to support the pastor and congregation in the fulfillment of the purpose of the church.
- b. Board members must be committed to the purpose of the church.
- c. Board members will serve three-year terms. Elections will be held each year for 1/3 of the board seats. *(For the first two elections, 1/3 of the board will serve one year, 1/3 two years. Term assignments will be determined by lottery.)*
- d. Composition
  - i. The board is comprised of three to six members and the pastor. The pastor will have one vote along with the other members of the board.
  - ii. The board chooses from its members a Chair, Vice-Chair, Secretary and Treasurer as officers. The Secretary and Treasurer may be the same person. The Pastor may not serve as an officer.
  - iii. A majority of board members constitutes a quorum.
  - iv. Unless otherwise specified, board decisions will be made by simple majority vote.
  - v. If a board member resigns or leaves, the board will determine two or more candidates prepared to fill out the term. From those one will be chosen as a replacement by lottery.
- e. Election of the Board
  - i. A member may stand for board election if they have been a member of this congregation for at least one year.
  - ii. At-large election. The board will present nominations for open seats to the congregation. The board will also accept nominations from the congregation. Then Board members will be elected by written ballot, counted publicly.
  - iii. Elections will be supervised by the election committee. For the first election, the Ad Hoc Committee will be the election committee. The board will determine how future election committees will be selected.
  - iv. Elections will be held in June, and failing that, September of the same year.
  - v. A board member may stand for re-election at the close of his/her term.
- f. Duties and Procedures

- i. The board will conduct at least one open meeting per month, the first Monday of each month at 7 p.m. At that meeting, the board will hear issues and get feedback from the community. The board will publish the agenda two Sundays prior to the meeting. From that time until Sunday evening prior to the meeting, members may submit to the board secretary issues included on the agenda. The board will make every effort within time constraints to cover all requested agenda items.
- ii. Reciprocity: The pastor, board and greater organizations of which the church is a part will work with love, respect and support, and maintain the open communication necessary to understanding mutual responsibilities and capacities.
- iii. The Board will publish the Minutes of its proceedings and distribute them to the members and greater organization via e-mail and provide copies at church.
- iv. The board approves department plans and budget, makes overall church budget and financial decisions, and gives quarterly financial reports and an annual report to the community.
- v. The board may appoint standing or ad hoc committees as needed.

## **6. Pastor**

### **a. Appointment and Removal**

- i. The board, in consultation with the membership, will search for and recommend a candidate or candidates to the District Director for approval.
- ii. The pastor will serve for a three-year term, at which time the board may reappoint him/her for another three-year term. There is no limit to how many times the board may reappoint the same person as pastor.
- iii. The pastor can be removed by a two-thirds majority board vote, after consultation with the membership, and the approval of the District Director.

### **b. Pastor's Responsibilities**

- i. Bring about a public worship experience that is attractive to both members and new people.
- ii. Foster and facilitate a church culture based on trust and family principles in which the congregation develops and practices ownership of the purpose of the church, especially ministry.
- iii. Develop and maintain an educational system for all ages, members and new members.
- iv. Liaise between the community and the larger Unification movement.
- v. Manage the administration, the church office and staff, church records and finances, the membership list and communications.
- vi. Participate as a full voting member of the board with the special position of spiritual advisor.
- vii. Appoint church staff such as bookkeeper or other official positions

- viii. Endorse MHVFC ministry leaders.
- c. Compensation
  - i. The membership, represented by the board, is the employer and is responsible for the support of the pastor as per negotiation with the pastor.
  - ii. This can be full-time or part-time employment.
  - iii. Benefits are provided but are negotiable.
  - iv. The church will authorize a housing allowance.

**7. Ministries**

- a. The members of the congregation are to be the “ministers” of the church and therefore carry out the ministry of the Church. The pastor’s role is to facilitate this. Essential ministries include Sunday school, Youth Ministry, Worship Team, Communications, and Technical Support.
- b. Each ministry leader has the authority to run his or her ministry, but is expected to do so in cooperation with the other ministries.
- c. Each ministry is accountable to the board and the community.
- d. Each ministry must propose an annual budget and produce an annual report.
- e. No ministry can spend beyond its budget without board approval.
- f. Small group ministries may be started by any member of the Church, with the pastor's approval.
- g. All members are encouraged to create their own activities and ministries in line with the Statement of Purpose. The board’s approval is required for it to become an activity representing the church publicly.

**8. New Churches and Activities** Members may open branches of the Mid Hudson Valley Family Church with the approval of the board. The board will establish a procedure for doing so.

**9. Revisions and Amendments**

- a. Revisions and amendments to the charter can be proposed by any member to the board. The board will discuss the proposal with the person or group making it. An agreed-upon proposal will be presented for ratification by consensus at a general meeting either during a Regional Service or immediately after lunch that day.
- b. If an emergency change is required, a special election may be called to vote on the amendment.

**10. Ratification** *This charter was drafted by the Mid Hudson Valley Family Church board. After review and consultation with all interested members, open to all, it will be presented for advice and consent to the New York District Director. Upon the approval of that office, it will be presented for ratification by consensus at a general meeting either during a Regional Service or immediately after lunch that day.*