

# Dundas Street Centre United Church Policy Manual

## Section: A. Board Organization

### Title: **Membership**

Policy #: A-02

Approved/Amended: Dec. 12, 2015

Referral Committee: Worship/Christian Growth and Development Committee; Membership and Visitation Sub-committee

#### 1. **Definitions**

The following definitions are reproduced from the United Church Manual and are used in this policy:

- 1.1. Full Members: Persons approved for membership by the Board who follow one of the processes for membership as specified in the manual.
- 1.2. Members: Children of full members OR children who have been baptized.
- 1.3. Adherents: Persons who contribute regularly to the life and work of the congregation but are not members. This status is conferred by the Board.

#### 2. **Resident Status**

All members and adherents will be classified as “Resident” or “Non-Resident”. Resident status means the person lives close enough to be able to take part in church worship or activities on a regular basis. Members and adherents will be automatically deemed Resident unless approved by the Board as Non- Resident members.

#### 3. **Active Status**

All members and adherents will be classified as “Active” or “Inactive”. Active status means the person participates regularly in church worship, and/or supports regularly church activities, and/or financially supports the on-going operation of the church. This status is recommended by the Membership and Visitation Sub-committee and approved by the Worship/Christian Growth and Development Committee.

4. **Process for New Full Members**

To become a full member of Dundas Street Centre United Church (DSCUC) a person must follow one of the processes outlined in the By-Laws of the United Church of Canada and be approved by the Unified Board. The Membership and Visitation Committee will recommend all such individuals through the Worship/Christian Growth and Development Committee.

5. **Process for New Adherents**

Adherents of DSCUC will be approved by the Unified Board on a recommendation of the Worship/Christian Growth and Development Committee. The Membership and Visitation Sub-committee will bring forward names of proposed adherents using as a guideline that these individuals meet the criteria established in this policy for an “Active” status designation.

6. **Process for Resident/Non-Resident Status**

At least once per year the Unified Board will receive a “Membership Report” from the Worship/Christian Growth and Development Committee which will contain any proposed new Resident/Non- Resident status for members and adherents. Such recommendations will first be considered by the Membership and Visitation Sub-committee using the following as a rough guide for Non-Resident status: the individual is unable to participate in church services or activities because they are residing approximately 70 km or more from the church. If an individual lives 70 km or more from the church but nevertheless meets the criteria for “Active” designation, they will be classified as Resident.

7. **Process for Active/Inactive Status**

Active/Inactive status will be approved by the Worship/Christian Growth and Development Committee on recommendation of the Membership and Visitation Sub-committee and will be undertaken at least once per year. The committees will use as a rough guideline the following criteria for “Active” status: the individual meets at least one of the following, a) participates in at least three worship services per year, b) participates regularly at least 33% of the time in the work of the church, or c) contributes financially to the operational cost of DSCUC.

8. **Removal of Membership/Adherent Status**

At least once per year the Worship/Christian Growth and Development Committee following input from the Membership and Visitation Sub-committee will bring forward to the Unified Board a “Membership Report” which will contain any recommendations for removal or not of membership or adherent status for any person who has been classified by them as “Inactive” for 2 consecutive years or more. The report will state the rationale for

proposals to maintain or remove this status. As part of the process and prior to making a recommendation to remove a membership status, the Minister or someone from the Membership and Visitation Sub-committee will make reasonable attempts to contact the individual in advance to discuss the possibility of their becoming active again in the near future. Their comments will be taken into consideration in making the final recommendation and will be summarized in the report to the Board. The Unified Board will make final decisions regarding maintenance or removal of an inactive member/adherent. Any member who advises the church that they want their membership cancelled will have it cancelled immediately and the Board will be so informed.