

Church Council Manual

Section: Organization	Terms of Reference
Effective date: 2019-Aug-28	
Reviewed/revised date:	CT #06: Nominations Committee

Reference

Bylaw 9. Duties of the Congregational Council, its Officers, and its Boards

Section 1. The Congregational Council shall:

- h. appoint such committees as may be necessary or advisable, such committees shall make reports to the Annual General Meeting;*

Membership

- Members are appointed by the Congregational Council. The Chairperson of the Congregation shall be a member.
- The Nominations Committee is created annually by action of the Congregational Council in preparation for the Annual General Meeting and is dissolved automatically at the conclusion of the Annual General Meeting.

Mandate

- The Nominating Committee shall prepare a slate of Officers and Board members for election at the Annual General Meeting.
- For such other Committees as are appointed by the Congregational Council and where appropriate, the Nominating Committee shall check with each member of those other Committees before the expiration of their respective terms to determine if they wish to continue in their roles and accept another term.
- Have at least one Nominations Committee member attend each meeting of the Congregational Council until the slate of candidates is completed.
- Other tasks as assigned by the Congregational Council.

Reporting

- The slate of nominees presented to the Annual General Meeting of the Congregation is considered the Nominations Committee's required report to the Congregation.