**Sample Agenda**

**Congregational Meeting for the Purpose of Calling a Pastor**

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| 1. | Call to Order | President of the Congregation |
| 2. | Prayer | Bishop's Representative or Interim Pastor |
| 3. | Determination of a Quorum | President of the Congregation |

Check constitution for quorum requirements. A quorum must be

present for a legal meeting to take place. This can also be the time to clarify the requirements for voting membership, if

necessary.

4. Motion to Call Chair of the Call Committee

5. Presentation of the Call Committee

Why is this candidate being recommended?

Call Committee

6. Discussion and Questions President of the Congregation

7. Vote on the Motion to Call President of the Congregation

Must be by written ballot.

2/3 of the voting members present and voting is needed for approval. No absentee or proxy voting is allowed.

8. Motion to Adopt the Compensation Package President of the Congregation

9. Presentation and Explanation of the Package Treasurer, or Call Committee

10. Discussion and Questions President of the Congregation

11. Vote on Motion to Adopt the Compensation Package

Written ballot.

Majority needed to adopt.

President of the Congregation

12. Motion to Adjourn

President of the Congregation