

Section 10 Administrative Council				
Doc No.	Document Name	Latest Revision	Format	Ownership
A-10	Constitution and Bylaws of Second Congregational Church	01.24.2016	Word	Admin Council
A-11	Hospitality Policy	11.27.2013	Word	Admin Council
A-12	Social Media Policy	06.20.2017	Word	Admin Council

Section 20 Trustees				
B-20	Endowment Fund Policy	11.13.2025	Word	Trustees
B-21	Memorial and Testamentary Policy	08.18.2025	Word	Trustees
B-22	Trustee Counting Procedure	November 2025	Word	Trustees
B-23	Financial Management Policy	02.11.2020	Word	Trustees
B-24	Document Retention and Destruction Policy	07.23.2025	Word	Trustees
B-25	Personnel Policies	12.14.2023	Word	Trustees
B-26	Facility Use Guidelines	August 2019	Word	Trustees
B-26.1	Contact Form for Facility Use	August 2019	Word	Trustees

Section 30 Deacons				
C-30	Deacons' Fund Guidelines	04.09.2013	Word	Deacons
C-31	Wedding Guidelines	May 2012	Word	Deacons
C-32	Civil Wedding Guidelines	May 2012	Word	Deacons
C-33	Sanctuary Use Agreement (Clergy)	06.24.2014	Word	Deacons
C-34	Sanctuary Use Agreement (Civil)	06.24.2014	Word	Deacons

Section 40 Superseded Policies, Procedures & Historical/Reference Documents				
D-1	Changes to Constitution & Bylaws	Superseded by A-10	Word	Admin Council
D-2	Church – Faith – Spirit - Change	Reference A -10	Word	Admin Council
D-3	Financial Management Policy (Undated) – Changes noted	Superseded by B-23 (02.11.2020)	Word	Trustees
D-4	Financial Management Policy (Undated)	Prior to D-3 (02.11.2020)	Word	Trustees
D-5	Financial Management Policy (Undated)	Well prior to D-4 (02.11.2020)	Word	Trustees
D-6	History – Endowment Fund (1972)	March 1971-72	Word	Trustees
D-7	History of Giving – Endowment (1992)	08.24.1992	Word	Trustees
D-8	Personnel Policy (2017 – 2023)	12.14.2023	Word	Trustees
D-9	Endowment Fund Policy changes	Superseded by B-20 (11.13.25)	Word	Trustees