

## **The Indian Hill Episcopal Presbyterian Church Governance Membership in the Indian Hill Church**

### **Background**

An accurate record of the members of the Indian Hill Church is a basic requirement for operation of the church. This record requires clear criteria for membership. At this time there are three options for membership:

1. Episcopalian
2. Presbyterian
3. General Congregation Member<sup>1</sup>

### **Accurate membership records are essential for:**

- Determining eligibility for services available only to members
- Accurate records for our stewardship campaign
- Calculation of annual mission share paid to the Diocese and Per Capita paid to the Presbytery
- Communication with the members when required for governance of the church

### **Requirements for Membership:**

- Baptized in a Christian Church
- Communicant of the Episcopal or Presbyterian Church
- Known to the Treasurer<sup>2</sup>

### **Responsibilities of Members in the life of the church:**

- Attend services on a regular basis<sup>3</sup>
- Practice at least one form of lay ministry
- Raise children in the Christian faith

### **Privileges:<sup>4</sup>**

- Baptisms<sup>5</sup>
- Weddings
- Funerals
- Pastoral Care
- Home visits
- Hospital visits
- Counseling

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<sup>1</sup> General Congregation Membership in the Indian Hill Church is permitted at the discretion of the Vestry-Session.

<sup>2</sup> Must contribute financially to the operation of the Indian Hill Church

<sup>3</sup> It is expected that members of the church will be communicants of their denomination as prescribed by the Canons (Episcopal) or the Orders (Presbyterian)

<sup>4</sup> Detailed requirements for administration of these sacraments are available from the clergy.

<sup>5</sup> Baptism is a sacrament that requires public witness. Private baptisms are performed only when baptism in the church is not feasible.

## How Do I JOIN THE INDIAN HILL CHURCH?

Because of our unique dual-denomination structure, visitors often ask how they join this congregation as an "official" member. The answer is there are several possible ways, depending on the individual's own previous church background. After returning a completed Letter of Request application, pending denominational selection, the options are:

### Episcopal Church Membership Procedure

1. **Letter of Transfer:** If you have already been confirmed in the Episcopal Church and wish to move your membership here from some other parish, simply request the church office to send for a Letter of Transfer. This can be done immediately and at any time of the year.
2. **Reception:** For adults who have been previously confirmed by a Bishop of another branch of the Church (Roman Catholic, Orthodox, Lutheran) or who have made a mature public affirmation of faith in another Christian tradition, it is appropriate for these persons to be received through the laying on of hands by the Episcopal Bishop.
3. **Confirmation:** For persons who have been baptized in the Christian Faith, it is expected that they will commit themselves to a period of training in the faith\* and present themselves to the Bishop to be confirmed through the laying on of hands. The intention is that "for the first time in a person's life, they profess Jesus Christ as Lord and Savior and involve God's help through the Holy Spirit to live as a witnessing Christian in the world."

### Presbyterian Church Membership Procedure

There are three ways for baptized persons to join the Presbyterian Church:

1. **Letter of Transfer:** If you are an active member of another Protestant Church, you may join the Presbyterian Church by having your membership (Letter) transferred.
2. **Reaffirmation of Faith:** If you are an inactive member of another Protestant Church or if you are a Roman Catholic, after a period of instruction,\* you may join the Presbyterian Church by reaffirming your faith.
3. **Affirmation of Faith:** If you are baptized but have never joined the church, after a period of instruction,\* you may join the Presbyterian Church by Affirmation of Faith. In all instances, you are officially received into church membership by action of the Session.

### General Congregation Membership Procedure

A THIRD membership option is open to persons who wish to participate in the activities, worship, and programs but do not want to affiliate specifically with either of our sponsoring denominations (Presbyterian or Episcopal). By simply writing a Letter of Request, individuals may become full members of IHC but, because of considerations outside our local control that are part of each denomination's governance policies, General Congregation Members may not be elected to positions on Vestry Session or to some other leadership roles. In all other respects, of course, such members are welcomed into every other aspect of this congregation's life and ministry.

## **ADULT MEMBERSHIP INSTRUCTION**

\*We welcome new members all the time. Contact the church office to set up an appointment with one of our ministers who can provide all the information you need to get started. There is a definite period of time planned each year for the preparation of adults for formal membership in either of the two denominations.

**CONFIRMATION** into both denominations is scheduled for late spring. Along with a group of young people who have been preparing for a special confirmation service all year long, there are always adults who are presented for full church membership at that same special confirmation service. If you are interested in learning about when the **Adult Inquirer's Class** will meet as needed, please call the church office at (513) 561-6805.

INDIAN HILL CHURCH WOULD BE HONORED TO BECOME THE CHURCH HOME  
FOR YOU AND YOUR FAMILY. THANK YOU FOR GIVING US A CHANCE TO  
WELCOME YOU INTO OUR FAMILY OF FAITH.

## Letter of Request for Indian Hill Church Membership

Thank you for your interest in membership at Indian Hill Church! Please submit your completed form to the church office at your earliest convenience. One form per person, please. All information will be kept confidential.

### A. Letter of Request for (please circle one):

Episcopalian

Presbyterian

General Congregation Member

### B. Personal Information:

Name: \_\_\_\_\_  
First Middle Last Maiden Preferred

Address: \_\_\_\_\_  
Street Address City, State, ZIP

Phone: \_\_\_\_\_  
Home Cell Work

Birthplace: \_\_\_\_\_  
City, State Date of Birth (month/day/year)

Email: \_\_\_\_\_

### C. Church History:

Baptism Church: \_\_\_\_\_  
Name Date of Baptism (month/day/year)

Address: \_\_\_\_\_  
City, State, ZIP Phone

Confirmation Church: \_\_\_\_\_  
Name Date of Confirmation (month/day/year)

Address: \_\_\_\_\_  
City, State, ZIP Phone

Wedding Church: \_\_\_\_\_  
Name Wedding Date (month/day/year)

Address: \_\_\_\_\_  
City, State, ZIP Phone

Current/Previous Church: \_\_\_\_\_  
Name Date Joined (month/day/year)

Address: \_\_\_\_\_  
City, State, ZIP Phone

**D. Family Information (as applicable):**

Marital Status: \_\_\_\_\_ Spouse's Name: \_\_\_\_\_

Child #1's Name: \_\_\_\_\_ Child's Birth Date: \_\_\_\_\_

Child's Baptism Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child's Confirmation Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child #2's Name: \_\_\_\_\_ Child's Birth Date: \_\_\_\_\_

Child's Baptism Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child's Confirmation Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child #3's Name: \_\_\_\_\_ Child's Birth Date: \_\_\_\_\_

Child's Baptism Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child's Confirmation Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child #4's Name: \_\_\_\_\_ Child's Birth Date: \_\_\_\_\_

Child's Baptism Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child's Confirmation Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child #5's Name: \_\_\_\_\_ Child's Birth Date: \_\_\_\_\_

Child's Baptism Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

Child's Confirmation Church: \_\_\_\_\_  
Name of Church Date (month/day/year)

**For office use:**

Date Application Received: \_\_\_\_\_ Application Received by: \_\_\_\_\_

Date Membership Approved: \_\_\_\_\_ Membership Approved by: \_\_\_\_\_