

# THE BYLAWS OF CRESTVIEW BIBLE CHURCH

## ARTICLE I. NAME AND DESIGNATION

The name of this Church is the Crestview Bible Church of Hutchinson, Kansas, a Kansas nonprofit religious corporation.

## ARTICLE II. OUR VISION AND PURPOSE STATEMENT

Recognizing that all people were created for the glory of God, our purpose is to exhort people to a saving faith in the Lord Jesus Christ and to encourage Christians to live passionately for God, by glorifying and enjoying Him as the goal of their lives. (*Isaiah 43:7; John 17:3; Philippians 3:7-10; Jeremiah 9:23-24*)

### MISSION STATEMENTS

*Evangelism/Missions:* Since all people were created for God's glory, but are dead in their transgressions and sins, helping people repent of their sins and believe on Jesus Christ alone for salvation is key to this church. (*Ephesians 2:1-10; Titus 3:3-7*)

*Discipleship:* Living passionately for God's glory comes by training yourself to be godly and by applying spiritual truths to your life, teaching truths that transform lives is key to this church. (*1 Timothy 4:7, 16; 2 Peter 1:3-9; Matthew 28:19-20; Galatians 5:22-25*)

*Worship:* A key aspect of living for the glory of God, worship will affect our view of God and self and help us more effectively live for His name and the spreading of it. (*Isaiah 6:1-7; Isaiah 26:8; Revelation 5*)

*Ministry:* Being created for God's glory, God desires people to be involved in ministry, utilizing their spiritual gifts for His glory. Ministry will be a natural outgrowth of our purpose. (*Ephesians 3:20-21; 4:1-13; 5:25-27; Hebrews 10:23-25; Acts 2:41-47*)

## ARTICLE III. DOCTRINAL STATEMENT

### Section 1. Holy Scriptures

We believe that the Scriptures of the Old and New Testaments are the infallible Word of God, a Divine revelation, the original of which were verbally inspired by the Holy Spirit; are wholly without error; and are the sufficient, certain, and authoritative rule of saving knowledge, faith and obedience (*2 Timothy 3:16-17; 2 Peter 1:21; Psalm 19:7-11*).

### Section 2. Godhead

God is revealed to us as one God in three distinct persons: Father, Son and Holy Spirit, co-existent, co-equal and co-eternal. (*Matthew 3:16-17; Matthew 28:19-20; 2 Corinthians 13:14*)

### Section 3. Father God

We believe in one living and true God who is the Father of all. He is the Creator, by whom all things have their source, support and end. He is the Sovereign Ruler, managing all the affairs of His creation by His glorious holiness. He is an infinitely perfect and eternally glorious God, always acting for the praise of His own glory. (*Genesis 1:1; Isaiah 48:11; Acts 17:28; Ephesians 4:6; 1 Timothy 1:17, 6:16*).

### Section 4. Lord Jesus Christ

We believe in Jesus Christ, the Messiah, as the eternal Son of God. He is the only begotten of the Father. He was conceived of the Holy Spirit and born of the virgin Mary, fully God and fully man, in all things like we are, yet without sin (*Matthew 1:18-25; Luke 1:35; John 3:16; Hebrews 1:5-10; Hebrews 4:15*). He took on human flesh to fulfill God's plan to redeem us from

sin's curse and save us, by making full atonement for our sins through His suffering and death on the cross (*Isaiah 53:4-6; Mark 10:45; John 1:14, 29; Philippians 2:8; Hebrews 10:10-14; 1 Peter 1:18-29*). He rose bodily from the grave the third day and ascended into heaven, interceding now at the right hand of God for us. From heaven, He will return personally, visibly, physically and suddenly in great power and glory to judge the living and the dead and fully establish His rule as the King of Kings and Lord of Lords (*Matthew 25:31ff; John 5:22-29; John 20:21; Acts 1:9-11; 1 Timothy 6:15; 2 Timothy 4:1*).

## **Section 5. Holy Spirit**

We believe in the Holy Spirit, the third Person of the Godhead (*Matthew 28:19; Acts 5:3-4*). He's the Divine Agent in nature, revelation, and redemption (*Genesis 1:2; Psalm 104:24-30; 1 Corinthians 2:9-10; 2 Corinthians 3:18*), exists to glorify the Son and convicts the world of sin, righteousness and judgment (*John 16:7-14*). He regenerates, indwells, baptizes, seals, bestows gifts, empowers, guides, teaches, and sanctifies all who become children of God through Christ (*John 3:5; 14:26; Romans 8:14; 1 Corinthians 6:11, 19; 12:11, 13; Ephesians 1:13-14; 3:16; 4:30*).

## **Section 6. Man**

We believe that all people are a direct creation of God, being made in His image (*Genesis 1:26-28; 2:7, 18-24; Matthew 19:4; 1 Thessalonians 5:23*). We also believe that they became sinful through personal disobedience to God's command (*2 Corinthians 4:4; Genesis 3:1-24; 5:3; Romans 3:10-19; 23; 5:12; Ephesians 2:3*). Because they are sinners in both nature and practice, they stand alienated from God (*John 8:42-44; Ephesians 2:12; 4:18; Titus 3:3*), are under God's righteous judgment and wrath (*Romans 1:18; Psalm 14:1-3*), and are incapable of saving themselves (*Isaiah 64:6; Matthew 19:26; Mark 7:21-23; Romans 7:18*).

## **Section 7. Salvation**

We believe that salvation is of the Lord, for His glory, out of love for His people, and for our ultimate good (*Jonah 2:9; Ephesians 1:3-14; Ephesians 2:4-5*). The salvation of sinners called by God has been accomplished through the person and work of our Lord Jesus Christ (*1 Corinthians 1:30; 1 Peter 2:24; 1 Timothy 2:25; Colossians 2:13-15*). Those who trust in Jesus Christ are justified [declared righteous] apart from any works they do (*Romans 3:20-25*), adopted into God's family and become His heirs (*Galatians 4:4-5*), reconciled to God with other believers (*2 Corinthians 5:18-19; Ephesians 2:14-16*), are progressively being sanctified into the likeness of Jesus Himself (*1 Corinthians 6:11; Hebrews 10:14*), and will one day be glorified to be with Jesus forever (*1 Corinthians 15:51; Romans 8:29-30*).

## **Section 8. The Church**

We believe that God's glory is particularly displayed in a local gathering of professing, baptized believers united under the Head of the church, our Lord Jesus Christ (*Ephesians 1:22, 5:23-25; Colossians 1:18; Hebrews 10:25*). Under Him, we are devoted to God's Word, prayer, fellowship, and celebrating the Gospel through the Lord's Supper (*Acts 2:42; 1 Corinthians 11:23-26*). Under Him, we serve one another with the gifts He's given to each of us so that the church is built up and our community sees God's glory in us (*Romans 12:4-8; 1 Peter 4:10-11; Ephesians 4:10-11; Matthew 5:16*). Under Him, we are a commissioned people to go, make disciples of all nations, inviting them to join us in glorifying and enjoying Him, forever (*Matthew 28:18-20; John 20:21; Acts 1:8*). Under Him, we live out the implications of the Gospel, demonstrating that we are His people in His kingdom (*1 Peter 2:9; Ephesians 3:20-21; John 13:34-35; 1 Thessalonians 2:12*).

## **Section 9. Last Things**

We believe the hope for all of history is Jesus Christ, the Lord (*Revelation 4-5*), and that all of history is building to His eternal exaltation (*Philippians 2:5-11*). We believe in the imminent return of Jesus Himself for His people to establish His eternal kingdom (*Zechariah 14:4-11; 1 Thessalonians 1:10; 4:13-18; 5:9; Revelation 3:10; 19:11-16; 20:1-6*). We believe in the bodily resurrection of all people: those who believe in Jesus receive eternal life and will reign with Him forever and ever (*Luke 23:43; 2 Corinthians 5:8; Philippians 1:23; 3:21; Revelation 20:4-6*) and those who refuse to believe in Jesus receive eternal judgment, resulting in a punishment separated from God in everlasting torment (*Matthew 25:41-46; Mark 9:43-48; Luke 16:19-26; 2 Thessalonians 1:7-9; Jude 1:6-7; Revelation 20:11-15*).

## **Article IV. TENETS**

## **Section 1. Associations.**

This Church will only sanction, support, or become a member of alliances which share similar foundations for truth founded on the Gospel. The Gospel will be the ground for our unity with any other group.

## **Section 2. Membership.**

We believe a commitment to the local church to be a Biblical concept and will encourage such an association through membership in accordance with Article V of these Bylaws.

## **Section 3. Solicitations.**

Believing it is the responsibility of our members to financially support the work of ministry at Crestview, we will uphold Scriptural teaching on giving.

## **Section 4. Civil Government.**

This church believes that God has given authority to the civil government and we should live in subjection to its authority. This includes the government's responsibility to punish evil and protect good. We should also respond by obediently paying our taxes. (*Romans 13:1-7*) We, therefore, consider it a duty to pray for the authority God has raised in government (*1 Timothy 2:1-3*), and to be submissive and obedient to their authority, unless civil regulations conflict with God's revelation provided to us through His Word. (*Acts 4:19-20; Acts 5:27-32; Titus 3:1; 1 Peter 2:13-17*)

## **Section 5. Church Unity.**

Believing that the Bible commands Christians to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (*Matthew 18:15-20; 1 Corinthians 6:1-8*), the church shall require its members to resolve conflict among themselves according to biblically based principles, without reliance on the secular courts. Consistent with its call to peacemaking, the church shall encourage the use of biblically based principles and the avoidance of suits of law to resolve disputes between itself and those outside the church, whether Christian or pagan and whether individuals or corporate entities. The Council of Elders (Article VII, Section 5) shall adopt policies and procedures to effect these requirements and aspirations.

## **Section 6. Marriage.**

A. We believe God ordained marriage as a sacred institution and "a good thing" between one man and one woman (*Genesis 2:18-24; Proverbs 18:22*). This union should be entered into with Godly reverence, wisdom, love and purity, since it demonstrates the love of Christ for the church (*Matthew 19:4-9; Malachi 2:16; Ephesians 5:22-33*). Because of what God has said about marriage in His Word, we will seek to preserve Godly marriages (*Hebrews 13:4*).

B. Furthermore, God has forbidden in His Word that a believer unite with an unbeliever in marriage. (*2 Corinthians 6:14-16*)

## **ARTICLE V. MEMBERSHIP**

### **Section 1. Definition.**

Membership at Crestview Bible Church identifies a believer in Christ who is already a member of the Church universal. By becoming a member of this local church, one is identifying themselves as a believer in Christ united with other believers at Crestview in faith, love and doctrine.

### **Section 2. Eligibility.**

A candidate eligible for church membership must confess with their mouth and believe in their heart Jesus Christ as Savior and Lord (*Romans 10:9-13*), have been baptized after their confession of faith in Jesus (*Acts 8:35-39*), and hold to the fundamentals of the Christian faith as revealed in the Bible and reflected in our Doctrinal Statement (Article III).

Members must also be willing to associate themselves with their fellow believers at Crestview by adhering to the admonitions we require for members in Article V, Section 5.

### **Section 3. Examination**

Candidates for membership can contact an elder, deacon or the church office and obtain an application for membership. Upon submission of this membership application, a candidate will meet with one of the elders to be examined, seeing, as best as possible, if genuine conversion manifested through a changed life exists. (*2 Corinthians 5:17*)

Assuming all membership requirements are met, after this meeting, the examining elder will recommend to the Council of Elders this candidate for membership. If approved, the Council of Elders will recommend this candidate to the church as a prospective member.

If available, a letter from the candidate's previous church should be presented in the examination process.

### **Section 4. Admission of New Members.**

A candidate for membership shall have their name announced or published in any regular Church service one week prior to their admission as a member to assure no grievance exists which would disqualify the candidate from membership.

Applicants admitted to membership will be presented at a worship service by an elder and be publicly acknowledged as a member.

### **Section 5. Responsibilities of Members.**

Recognizing that each member has a vital function within the local church, each member should purpose to serve others in a spirit of humility, building each other up, esteeming others ahead of self, in accordance with the spiritual gifts that God has sovereignly bestowed. (*Ephesians 4:7-16; 1 Corinthians 12:12-26; John 13:12-17; Philippians 2:1-4*) Some specific ways service is manifested towards others are:

A) Attend Regularly. Hebrews 10:25 instructs us to not forsake the assembling of ourselves together. This means that we require the regular attendance to the weekly worship services of the church.

B) Particularly to Attend Communion. The Lord's Supper is a wonderful time of celebration, both remembering our Lord's death and proclaiming it until He returns. (*1 Corinthians 11:23-26*) We also believe the time for examining oneself is a vital time for our members to look at their relationship to God and others. (*1 Corinthians 11:27-34*). Therefore, we strongly encourage attendance at this event.

C) Attend Member's Meetings. These important times keep communication open between leadership and members and are therefore vital to the ministry of Crestview.

D) Pray Regularly. 1 Thessalonians 5:17 encourages prayer without ceasing. We expect members to be praying people.

E) Give Regularly. Scripture assumes that giving will be a regular activity for us. (*Proverbs 3:9; Malachi 3:10; Luke 6:38; 1 Corinthians 16:1b-2; 2 Corinthians 9:7*). Members are expected to support the ministry of Crestview.

### **Section 6. Standing**

A member is considered to be in good standing when he/she is living in accordance with the responsibilities of members as outlined in these Articles. A member is not in good standing when he/she is not fulfilling his/her responsibilities as a member (see Article V, Section 5).

Active members in good standing with the Church are entitled to hold office and have the right and privilege to vote and participate in all regularly and specially called Church business meetings. A member not in good standing forfeits the above stated privileges.

### **Section 7. Removal or Transfer of Membership**

Members may be removed from membership at their own request by informing the Council of Elders of their intention to withdraw and the reasons therefore. If a member requests to withdraw because of specific problems or disappointments with the church, the Council of Elders shall attempt to resolve those matters so that the member may remain in the church and enjoy greater fruitfulness and personal spiritual growth. If the Council of Elders is unable to resolve those matters, it shall offer to assist the member in locating a church of like faith and practice that can respond more effectively to his/her gifts and needs. If it appears to the Council of Elders that a member has requested removal merely to avoid church discipline, that request shall not be given effect until the disciplinary process has been properly concluded.

### **Section 8. Discipline of Members.**

Just as a good shepherd will go after a sheep that has wandered from the flock (*Matthew 18:12-14; Ezekiel 34:4,8,16*), so shall the elders and members of this church seek to restore a wandering member to the Lord through biblical discipline. Therefore, discipline may be instituted or continued either before or after a member seeks to withdraw from membership if the Council of Elders determines that such discipline may serve to guard and preserve the honor of God, protect the purity of the church, or restore the wandering member to the Lord (see Section 7). While the church cannot force a withdrawing person to remain in this congregation, the church has the right and the responsibility to encourage restoration, to bring the disciplinary process to an orderly conclusion, and to make a final determination as to the person's membership status at the time withdrawal is sought or acknowledged. In doing so, the Council of Elders, at its discretion, may temporarily suspend further disciplinary proceedings, dismiss any or all charges pending against the accused, or proceed with discipline and pronounce an appropriate censure. There shall be no appeal to any court from that decision.

## **Article VI. CONGREGATIONAL MEETINGS.**

### **Section 1. Weekly Meetings.**

Worship services will be held the first day of the week (Sunday), and may be held throughout the week as determined by the Council of Elders.

### **Section 2. Member's Meetings.**

In every meeting together, members shall act in a spirit of mutual trust, openness and loving consideration, which is appropriate within the Body of Christ.

There will be a regular member's meeting annually, at which elders and deacons will be affirmed, positions filled, and a budget approved by the membership, which will take place no less than two weeks after its announcement.

Provided all Bylaw provisions for notification have been met, a quorum is required to be met by the members present. This quorum shall consist of 1/3 of the resident membership aged 18 and older in good standing. If a quorum is not met, the presiding officer shall announce a time for meeting within 2 weeks of the meeting. All votes shall be tallied based on the number of votes cast by members present.

Special member's meetings may be called, as required, by the Council of Elders. The date, time, and purpose of any special meeting shall be announced either from the pulpit or by publication no less than two weeks prior to the meeting.

## **ARTICLE VII. LEADERSHIP.**

### **Section 1. Summary.**

The Biblical leaders of the church, under the authority of Jesus Christ and the Word of God, are elders and deacons.

## **Section 2. Vocational Pastors.**

Vocational pastors are those, who in response to God's call, have devoted their vocational lives to the ministry of the Word and prayer in the service of the church. The church in return for this labor supports vocational pastors financially.

These vocational pastors will perform the duties determined by the Council of Elders. The duties will be in writing at the time of the call to service. The church's call of a vocational pastor is a call to the eldership of the church. Therefore, vocational pastors will be members of the Council of Elders, have all the Biblical qualifications of an elder, and be in full agreement with the church's purpose and doctrinal statement (Articles II & III). The Council of Elders will oversee the process of the call of a vocational pastor and will present the candidate to the church. The church members will call vocational pastors (1) by a unanimous recommendation of the Council of Elders and (2) by at least a seventy-five percent (75%) majority vote of the members present and voting at a members' meeting called in accordance with Article VI, Section 2 of these Bylaws.

Vocational pastors may at anytime they deem appropriate resign from their position. One month's notice must be given prior to resignation. A lesser time must be approved through the mutual agreement of the Pastor and the Council of Elders. A letter of resignation will be submitted to the Council of Elders after which it may be read to the congregation.

Where a grievance exists against a vocational pastor either due to his preaching or teaching contrary to the beliefs of this church as set forth in the statement of faith or to an alleged pattern of conduct on his part unfitting an elder, such grievance may be brought before the Council of Elders by any two members in good standing, following the procedure prescribed in 1 Timothy 5:19-20. If the Council, after thorough investigation and consideration, believes the grievance to be true and substantial, then the vocational call of the pastor may be terminated at any church meeting upon the unanimous recommendation of the remaining Council of Elders when supported by at least a seventy-five percent (75%) majority vote of the members present and voting at a members' meeting called in accordance with Article VI, Section 2 of these Bylaws. Oral and/or written notice of any such meeting, stating its object, shall be given on two successive Sundays preceding the meeting.

If the vocational pastor is unable or unwilling to perform his duties as written at the time of the call to service this may also constitute a grievance against him.

In matters of licensing and/or ordination, the church shall follow the procedure set forth by the Council of Elders.

## **Section 3. The Senior Pastor**

The Senior Pastor shall be considered a vocational pastor. He shall perform the duties of an elder described in Section 5, below, but shall be recognized by the church as particularly gifted and called to the full-time ministry of preaching and teaching.

He shall preach in worship services, administer the ordinances of baptism and communion, and perform such other duties as usually pertain to that office, or as set forth in these bylaws.

In the absence or incapacity of the Senior Pastor, the elders shall assume responsibility for his duties, any of which can be delegated.

## **Section 4. Lay Elders.**

Lay elders are those elders that are non-vocational elders of the church. Lay elders will be members of the Council of Elders and have all the Biblical qualifications, functions, and authority of an elder. A lay elder must also be in full agreement with the church's purpose and doctrinal statement (Articles II & III).

The Council of Elders shall recognize, interview, and investigate candidates for lay elder. The Council may provide for individual members of the church to nominate men to the Council as candidates and for the Council's further investigation.

The Council of Elders shall present a ballot of candidates for calling or reaffirmation as lay elders to the congregation at the Annual Member's Meeting. The Council of Elders may also nominate candidates for affirmation at any special Member's

meeting, provided that the reason for the meeting is announced either orally and/or in writing at least two consecutive Sundays in advance of the meeting. The church shall call lay elders for a normal term of three years or fewer. Affirmation of a lay elder shall be by at least a seventy-five percent (75%) majority vote of the members present and voting at a members' meeting called in accordance with Article VI, Section 2 of these Bylaws. Lay elders shall serve no more than two consecutive terms. Following two consecutive terms, the elder will not serve actively in office for a period of one year. Following this period, they are again eligible for nomination as an elder. For purposes of this provision, a term during which an elder serves less than one year shall not be considered a term of office.

A lay elder may resign his office at any time if he finds he is no longer able to discharge the duties of the office. A written letter of resignation will be submitted to the Council of Elders after which it may be read to the congregation.

Where a grievance exists against a lay elder of the church either due to the adherence to and propagation of beliefs contrary to the beliefs of the church as set forth in the Statement of Faith or to an alleged pattern of conduct on his part unfitting an elder, such grievance may be brought before the Council of Elders by any two members in good standing, following the procedures prescribed in 1 Timothy 5:19-20. If the Council, after thorough investigation and consideration, believes the grievance to be true and substantial, then the elder shall be removed from office upon the unanimous recommendation of the remaining Council of Elders when supported by at least a seventy-five percent (75%) majority vote of the members present and voting at a members' meeting called in accordance with Article VI, Section 2 of these Bylaws. Oral and/or written notice of any such meeting, stating its object, shall be given on two successive Sundays preceding the meeting.

### **Section 5. Council of Elders**

The Council of Elders shall be comprised of at least three men (with a minimum proportion of 2 lay elders to every 1 vocational pastor) who satisfy the qualifications for the office of the elder set forth in 1 Timothy 3:1-7 and Titus 1:6-9. No elder shall hold the office of deacon during his tenure.

The elders shall oversee the ministry and resources of the church. In keeping with the principles set forth in Acts 6:1-6 and 1 Peter 5:1-4, the elders shall devote their time to prayer, the ministry of the Word (by teaching and encouraging sound doctrine) and shepherding God's flock. The church shall recognize men gifted and willing to serve in this calling, in accordance with the Bylaw provisions on affirmation. These men shall be received as gifts of Christ to the church and set apart as elders.

The elders shall take particular responsibility to examine and instruct prospective members, examine and recommend all prospective candidates for offices and positions, oversee the work of the deacons and appointed church agents and committees, conduct worship services, administer the ordinances of baptism and communion, equip the membership of the work of the ministry, encourage sound doctrine and practice, admonish and correct error, oversee the process of church discipline, coordinate and promote the ministries of the church, and mobilize the church for world missions. The elders are further to ensure that all who minister the Word to the congregation, including outside speakers, teach only those things consistent with the Doctrinal Statement (Article III).

The elders may establish ministry positions or committees to assist them in fulfilling their responsibilities. The elders have the authority to delegate any specified aspect of such positions and committees. The elders have the authority to dissolve any committee or position, which it created. The elders may also propose paid staff positions, and elders shall present a job description for each position to membership. The elders may approve all candidates to fulfill such positions or may delegate the approval on a position-by-position basis to the membership.

The elders shall have primary responsibility for the employment, supervision, and evaluation of staff members, which are employed. This responsibility may, on a case-by-case basis, be delegated to the deacons or other staff member.

Decisions shall be reached after prayerful consideration by unanimous consent in a spirit of humility, with each elder regarding one another before himself. In the case of a grievance, Article VII, Sections 2 & 4 shall govern decisions.

### **Section 6. Deacons**

The office of deacon is described in 1 Timothy 3:8-13 and Acts 6:1-7. The church shall recognize, in accordance with the Bylaw provisions on affirmation, men who are giving themselves in service to the church, who possess gifts of leadership,

and who are called to further service. These members shall be received as gifts of Christ to His church and set apart as deacons. They shall be affirmed to one term lasting for a maximum of three years and shall serve no more than two consecutive terms. Following two consecutive terms, deacons will not serve actively in office for a period of one year. Following this period, they are again eligible for nomination as a deacon. For purposes of this provision a term during which a deacon serves less than one year shall not be considered a term of office.

Realizing the deacon's role as a servant-leader, the deacons meet periodically for fellowship, accountability, and other administrative functions, as necessary for fulfilling their task. A report of these meetings will be submitted to the Council of Elders.

Deacons shall care for the temporal needs of members, attend to the accommodations for public worship, oversee the financial activities and properties of the church, and support those with gifts of administration.

Each year the deacons, with the approval of the Council of Elders, shall present to the church an itemized budget at least two weeks preceding the annual members' meeting. This budget shall be presented and called for approval at the annual members' meeting.

The deacons shall also be responsible for presenting regular reports to the membership of the account balances, revenues, and expenses of the church. They shall receive, hold, and disburse a fund for benevolence, reporting on its use to the Council of Elders at their request, and reporting to the church its total receipts and total disbursements only.

The deacons, with the approval of the Council of Elders, may establish unpaid administrative positions or committees of members to assist them in fulfilling their responsibilities in the church.

## **ARTICLE VIII. THE OFFICERS OF THE CORPORATION**

### **Section 1. Definition**

The officers of the corporation shall be the Chairman, Secretary and Treasurer. No person shall be eligible to serve as an officer of the corporation unless they are actively serving on either the Council of Elders or as a deacon.

### **Section 2. Election and Removal**

All officers of the corporation shall be appointed by the Council of Elders for a term not to exceed one year and shall hold that office until the new term is filled. An officer may be removed by a unanimous vote of the Council of Elders at any time. If an elder is the officer to be removed, he may be removed by a unanimous vote of the remaining Council of Elders.

### **Section 3. The Chairman (President)**

The Council of Elders shall elect a Chairman who shall serve as chairman of elder's meetings and as moderator for member's meetings. In his absence, the Council of Elders shall appoint another elder to fulfill these duties. For purposes of compliance with the nonprofit corporation laws of the state of Kansas, the Chairman of the Council of Elders shall serve as President of the corporation.

### **Section 4. The Secretary**

It shall be the duty of the Secretary to record the minutes of all members' meetings of the church, to preserve an accurate roll of membership, to render reports as requested by the pastor, the elders, the deacons, or the church, and to notify the membership of meetings, in accordance with Bylaw provisions on meetings, including the time, place and what is to be approved.

In the absence or incapacity of the Secretary, the Council of Elders shall appoint a member to perform the duties of the Secretary.

For the purposes of compliance with the nonprofit corporation laws of the state of Kansas, the Secretary shall serve as Secretary of the corporation, with all the duties pertaining to this office.



The Secretary shall ensure that dated copies of the most recent revision of these Bylaws shall be available for all church members.

### **Section 5. The Treasurer**

The treasurer shall ensure that all funds and securities of the church are properly secured in such banks, financial institutions, or depositories as the Council of Elders shall designate as a depository. The treasurer shall also ensure that full and accurate accounts of receipts and disbursements are kept in records belonging to the church, and that adequate controls are implemented to guarantee that all funds belonging to the church are appropriately handled by any officer, employee, or agent of the church. The treasurer shall render to the Council of Elders annually, or whenever they may require it, an account of all transactions and of the financial condition of the church.

## **ARTICLE IX. AFFIRMATION**

### **Section 1. Principles**

The process for affirmation of leaders shall be interpreted and carried out to fulfill the following principles: Substantial prayer should be an integral part of the affirmation process. Nominees will be presented with the unanimous support of the Council of Elders. All candidates should be treated with the grace, kindness, and honesty appropriate in evaluating fellow members. The affirmation process shall express that spirit of mutual trust, openness, and loving consideration, which is appropriate within the body of our Lord Jesus Christ.

### **Section 2. Selection of Leaders**

The affirmation of leaders (defined as elders and deacons in Article VII, Section 1) shall be held at the Annual Members' Meeting of the church. Nominee(s) to serve in leadership shall be presented by the Council of Elders, in accordance with proper notification for an annual meeting, and the affirmation shall proceed as directed by the moderator.

The Council of Elders should seek recommendations and involvement from the general membership in the nomination process. Any member with reason to believe that a nominee is unqualified for leadership should express such concern to the elders. Members intending to speak in opposition to a candidate should express their objection to the elders as far in advance as possible before the relevant members' meeting.

The moderator shall declare affirmed all persons receiving at least a seventy-five percent (75%) majority vote of the members present and voting at a members' meeting called in accordance with Article VI, Section 2 of these Bylaws.

The person(s) affirmed shall assume their respective offices at the beginning of the calendar year (unless another date has been specifically designated). Affirmations to fill any vacancies that may occur during the course of the year may be held at any members' meeting (Article VI, Section II), upon recommendation of the elders.

### **Section 3. Calling of the Senior Pastor**

In recognition of God's calling a man to this position, the same basic process of calling an elder must be followed. In addition, however, the church must be given adequate opportunity to assess the preaching gifts of any potential Senior Pastor. The Council of Elders, in recommending a man as Senior Pastor, are expressing their confidence in his wholehearted assent to the Doctrinal Statement. Notice of the nomination of a man to be affirmed to membership and called as Senior Pastor must be given at two Sunday morning services prior to his affirmation at a member's meeting.

## **ARTICLE X. INDEMNIFICATION**

### **Section 1. Indemnification by Corporation of Directors, Officers, Employees and Other Agents**

To the extent that a person who is, or was, a director, officer, employee or other agent of this corporation has been successful on the merits in defense of any civil, criminal, administrative or investigative proceeding brought to procure a judgment against such person by reason of the fact that he or she is, or was, an agent of the corporation, or has been successful in defense of any claim, issue or matter, therein, the corporation shall indemnify such person against expenses actually and reasonably incurred by the person in connection with such proceeding.

If such person either settles any such claim or sustains a judgment against him or her, then indemnification against expenses, judgments, fines, settlements and other amounts reasonably incurred in connection with such proceedings shall be provided by this corporation but only to the extent required by Kansas Statutes KSA 17-6305.

To the extent that a person was or is a party, or is threatened to be made a party, to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that such person is or was a director, officer, employee, or agent of the corporation, regardless of whether said person is successful on the merits in defense of any claim or charge, the corporation may provide a defense including attorneys fees and costs, and may indemnify such person against any liability or judgment incurred, as permitted by law, KSA 17-6305, in the sole discretion of the Council of Elders. Factors the elders may consider include whether the person acted (a) in good faith, (b) with the care an ordinarily prudent person in a similar position would exercise under similar circumstances, and (c) in a manner the person reasonably believed to be in the best interest of the church, and the person had no reasonable cause to believe his or her conduct was unlawful.

## **Section 2. Insurance for Corporate Agents**

The Council of Elders may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation (including a director, officer, employee or other agent of the corporation) against any liability other than for violating provisions of law relating to self-dealing asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the corporation would have the power to indemnify the agent against such liability under the provisions the Kansas Corporation Law.

## **Section 3. Procedure**

If a quorum of the Council of Elders is not available for an indemnification determination because of the number of elders seeking indemnification, the requisite determination may be made by the membership or by special legal counsel appointed by the membership, at a special member's meeting (Article VI, Section II).

## **ARTICLE XI. DISSOLUTION**

Should dissolution of this corporation prove necessary, the Council of Elders shall cause the assets herein to be distributed to another 501(c)(3) corporation with purposes similar to that identified in Article II of these Bylaws after all notes, payables, and similar obligations have been satisfied.

## **ARTICLE XII. PARLIAMENTARY AUTHORITY**

The rules contained in the most current edition of *Robert's Rules of Order* shall govern this corporation in all cases to which they are applicable and in which they are not inconsistent with these Articles and any special rules of order the Council of Elders may adopt on behalf of the corporation.

## **ARTICLE XIII. AMENDMENTS**

The Doctrinal Statement/Statement of Faith (Article 3) of this Church may be amended by at least a seventy-five percent (75%) majority vote of the members present and voting at a members' meeting called in accordance with Article VI, Section 2 of these Bylaws, provided the proposed amendment has been approved by the Council of Elders and that the notice of such meeting stated the proposed amendment.

The Bylaws (Articles 1-2, 4-13) of this Church may be amended by at least a two-thirds (2/3) majority vote of the members present and voting at a members' meeting called in accordance with Article VI, Section 2 of these Bylaws, provided the

proposed amendment has been approved by the Council of Elders and that the notice of such meeting stated the proposed amendment.

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