

**Vineyard Christian Fellowship-Bellefontaine  
Bellefontaine, Ohio**

**Code of Regulations**

**(Adopted by the church membership, November 15, 2015)**

(changes highlighted in yellow)

**ARTICLE I. Name, Principal Office**

The name of this church is Vineyard Christian Fellowship-Bellefontaine which formed an Ohio nonprofit corporation by filing Articles of Incorporation in the office of the Ohio Secretary of State on July 20, 1978. The principal office of the corporation is in Bellefontaine, Ohio.

**ARTICLE II. Purpose**

The purpose of this church shall be to glorify God through obedience to His commandments, as found in the Bible. This includes:

Section 1. Strengthening fellow believers through worship (devotion and dedication to God, observance of ordinances), teaching (discipleship in doctrinal and practical areas), fellowship (interaction with other Christians), and ministry (serving Christ through serving others).

Section 2. Reaching out to those outside the church with the goal of introducing them to Jesus and encouraging them to trust in Him as Savior and Lord.

**ARTICLE III. Association**

While maintaining local autonomy in matters of church governance, this church may voluntarily enter into spiritual fellowship with other ministries of like precious faith and into affiliation with church associations when it seems in the will of God to do so.

Vineyard Christian Fellowship as a member of the Vineyard Association of Churches.

Vineyard Christian Fellowship acknowledges that it has operated as an affiliated church with the Association of Vineyard Churches (also known as Vineyard USA, VUSA) and will strive to maintain the unity of faith by seeking to establish bonds of fellowship and cooperation. Vineyard Christian Fellowship acknowledges the VineyardUSA National Leadership Handbook (Handbook) and the procedures and policies contained therein as the authority providing guidance and instruction on matters defining the relationship between Vineyard USA, Vineyard pastors, and

Vineyard churches. Where this Church's bylaws and the Handbook require reconciliation, the spirit and intent of the Handbook shall establish the standards expected of this Church as a member of Vineyard USA.

Regarding matters that currently define the relationship between Vineyard USA, Vineyard pastors, and Vineyard churches:

**LOCAL CHURCH GOVERNANCE** - Vineyard USA affirms the right of this Church to govern its affairs in a spirit of unity and with the awareness of its interdependence on and connection to Vineyard USA and the Body of Christ.

**TRADEMARK LICENSE** - The commitments as previously agreed to in the Trademark License shall remain in effect until and/or unless explicitly revised and ratified as required by the Handbook. These commitments include:

**CONDUCT:** Conduct consistent with Vineyard USA's "core values," "statement of faith," and any other formal or informal theological or ecclesiastical position taken by Vineyard USA,

**LOGO AGREEMENT:** Having authorization to use the logo of the national association in the provision of those services and wherever the name "Vineyard" is used or displayed provided this Church complies with the terms and conditions set out in the Trade Name and Trademark License Agreement.

**REQUIRED INSURANCE COVERAGE:** Submitting a certificate of general liability insurance coverage upon request by Vineyard USA. In any circumstance when this Church is not covered by a general liability insurance policy, it will provide Vineyard USA with documentation indicating why it has been denied coverage.

**3% CONTRIBUTION:** This Church shall contribute 3% of its general fund to Vineyard USA (VUSA) annually.

**PROPERTY** - All property, both real and personal, owned by this Church now and in the future, is and shall be solely and exclusively owned by this Church and, consistent with respective state law, shall not be subject to any trust interest or any other claim of ownership by Vineyard USA or any other ecclesiastical jurisdiction to which this Church may now or in the future be subject.

**STATEMENT OF FAITH** - The Handbook delegates authority to the Leadership Council to ratify changes to the Statement of Faith (SOF). The current SOF remains in effect until and/or unless explicitly revised and ratified by the Council.

**POSITION PAPERS** - Positions Papers previously published by Vineyard USA continue to provide guidance and instruction until and/or unless explicitly revised.

## **ARTICLE IV. Statement of Faith**

The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of VCF's faith, doctrine, practice, policy, and discipline, our Elder's Board is VCF's final interpretive authority on the Bible's meaning and application.

Section 1. We believe the Bible to be the inspired, authoritative Word of God and is therefore our infallible rule of faith and practice (II Timothy 3:16-17).

Section 2. We believe that there is one God eternally and self-existent in three persons, Father, Son and Holy Spirit.

Section 3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.

Section 4. We believe that for the salvation of lost and sinful man, spiritual regeneration by the Holy Spirit is absolutely essential, and that this salvation is received only through repentance and faith in Jesus Christ as Messiah, Savior and Lord, and not as a result of good works (Ephesians 2:8-9).

Section 5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life; that the fullness of the Holy Spirit is to be every believer's experience and that it is God's will that both the fruit of the Spirit (Galatians 5:22-23) and the gifts of the Spirit (Romans 12:6-8; 1 Corinthians 12:7-11, 28) be manifested through the believer's life.

Section 6. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.

Section 7. We believe that all Christians should be committed to the fulfilling of the Great Commission as set forth in Matthew 28:18-20, thus making it possible for the gospel to be preached to all the peoples of the world.

Section 8. We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Genesis 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

Section 9. We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Corinthians 6:18; 7:2-5; Hebrews 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

Section 10. We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matthew 15:18-20; 1 Corinthians 6:9-10).

Section 11. We believe that in order to preserve the function and integrity of VCF as the local Body of Christ, and to provide a biblical role model to the VCF members and the community, it is imperative that all persons employed by VCF in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality (Matthew 5:16; Philippians 2:14-16; 1 Thessalonians 5:22).

Section 12. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Romans 10:9-10; 1 Corinthians 6:9-11).

Section 13. We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of VCF.

## **ARTICLE V. Ordinances and Admonitions**

Section 1. The ordinance of Baptism by immersion in water (Matthew 28:19) shall be administered to all those who have repented of their sins and who have believed on the Lord Jesus Christ to the saving of their souls, and who give clear evidence of their salvation (Matthew 28:19, Acts 2:38).

Section 2. The Lord's Supper shall be observed regularly. The bread represents His body and the cup represents the New Covenant in His blood. By eating and drinking we proclaim the Lord's death until He comes again. All who have trusted in Jesus as Savior and Lord are invited to participate. Before participating, all should examine themselves to see if they have any sin for which they need to repent and renounce. This admonishment is important because we recognize that whoever eats the bread and drinks the cup in an unworthy manner shall be guilty of dishonoring the body and the blood of the Lord and shall bring judgment upon himself (1 Corinthians 11:23-31).

Section 3. Believers shall be admonished to give biblical expression to their faith through the request of anointing with oil and prayer by the elders of the church when sick (James 5:14), the public blessing of Christ-honoring marriage by the church and its leaders (II Corinthians 6:14), and the dedication of children to the Lord (Luke 18:15-16).

## **ARTICLE VI. Property Rights**

Section 1. All property of the church shall be contracted for, purchased, received or held in the corporate name of the church, and it shall accept the title and possession of all lands, deeds and other assurances in the law therefore in its name.

Section 2. The governing board of the church shall be the legal representatives of and for the membership, and, at the direction of the membership, shall act in legal matters pertaining to church properties.

## **ARTICLE VII. Facility Use**

Section 1. The church's facilities were provided through God's benevolence and by the sacrificial generosity of church members. The church desires that its facilities be used for the fellowship of the Body of Christ and to bring God glory. Although the facilities are not generally open to the public, we may make our facilities available to approved non-members as a witness to our faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice. But facility use will not be permitted to persons or groups holding, advancing, or advocating beliefs or practices that conflict with the church's faith or moral teachings, which are summarized in, among other places, the church's Code of Regulations. Nor may church facilities be used for activities that contradict, or are deemed inconsistent with, the church's faith or moral teachings. The pastor, or his official designee, is the final decision-maker concerning use of church facilities.

Section 2. This restricted facility use policy is necessary for two important reasons. First, the church may not in good conscience materially cooperate in activities or beliefs that are contrary to its faith. Allowing its facilities to be used for purposes that contradict the church's beliefs would be material cooperation with that activity, and would be a grave violation of the church's faith and religious practice (2 Corinthians 6:14; 1 Thessalonians 5:22). Second, it is very important that the church present a consistent message to the community, and that the church staff and members conscientiously maintain that message as part of their witness to the Gospel of Jesus Christ. Allowing facilities to be used by groups or persons who express beliefs or engage in practices contrary to the church's faith would have a severe, negative impact on the message that the church strives to promote. It could also cause confusion and scandal to church members and the community because they may reasonably perceive that by allowing use of our

facilities, the church agrees with the beliefs or practices of the persons or groups using its facilities. Therefore, in no event shall persons or groups who hold, advance, or advocate beliefs, or advance, advocate, or engage in practices that contradict the church's faith use any church facility. Nor may church facilities be used in any way that contradicts the church's faith. This policy applies to all church facilities, regardless of whether the facilities are connected to the church's sanctuary, because the church sees all of its property as holy and set apart to worship God (Colossians 3:17).

Section 3. Approved Users and Priority of Use - The pastor or official designee must approve all uses of church facilities. Generally, priority shall be given to church members, their immediate families, and organized groups that are part of the ministry, organization, or sponsored activities of the church Church facilities and equipment may be made available to non-members or outside groups meeting the following qualifications:

1. Groups or persons requesting facility use must affirm that their beliefs and practices and planned uses of the facilities are consistent with the church's faith and practice
2. The group or person seeking facility use must submit a signed "Church Facility Reservation Request and Agreement" form.
3. The group or person seeking facility use must be willing to take responsibility for the facilities and equipment used and must agree to abide by the church's rules of conduct for facility use, as stated below and as described in any additional instructions by church staff.

## **ARTICLE VIII. Disposition of Property**

In the event of the dissolution of the church, all assets and property of any kind whatsoever then held by said corporation shall be given to another non-profit religious corporation which shall be decided upon by the membership of this church at the time of dissolution.

## **ARTICLE IX. Membership**

Section 1. Reception of Members. Members of the church shall be those who are defined as such at the time this Code of Regulations is adopted or who are admitted thereafter and who maintain membership in accordance with the Code of Regulations. Candidates for membership, having previously read and being in agreement with the Code of Regulations, and having completed requirements established by the governing board for church membership, shall make application to the senior pastor. Having satisfied himself that the candidates are eligible for membership, the senior pastor shall recommend them for membership to the governing board. Following approval by majority action of the governing board, the candidates will be received into membership.

Section 2. Voting Membership. All members eighteen years of age and older whose

names appear on the membership roll, who are living in accordance with the membership provisions as set forth in the Code of Regulations, shall be entitled to exercise the right to vote.

Section 3. Revision of the Membership Roll. The governing board shall direct the secretary to revise the membership roll of the church as follows:

(a) Remove the name of each member who shall have:

1. Requested that his or her name be transferred from or be removed from the membership roll.
2. Withdrawn from fellowship for a period of six months or more whereby it shall be understood, and may be said by the church, that such member has withdrawn his/her membership.
3. Become deceased.

(b) Change the membership roll as authorized by the membership. (c)

Change the membership roll as provided in Section 4 of this article.

Section 4. Discipline. Members of the church shall be subject to discipline for cause.

(a) Cause for discipline. Each of the following shall constitute a cause for discipline:

1. Hindering the ministry and fellowship of the church (Romans 16:17-18).
2. Heresy in doctrine (II Thessalonians 3:6, 14, 15).
3. Immorality (I Corinthians 5:1-13).

(b) Disciplinary Action. If cause is found to discipline a church member, it is recognized that any other church member has authority and responsibility to approach the offending member privately in order to bring such a person to repentance and to restore such a person to his or her proper place with God and the church. The goal of the church in such matters is always to be restoration. Should initial attempts at restoration by concerned parties be unsuccessful, the senior pastor, or his designated representative, shall endeavor to resolve a matter that may involve a cause for discipline in accordance with scriptural principles (Matthew 18:15-17). Should the member be unwilling to repent for and change the behavior that is cause for discipline, the senior pastor shall present the cause for discipline in writing to the governing board and to the member subject to discipline. Following confirmation of the need for disciplinary action by the governing board, the member subject to discipline will have two weeks to appeal the board's decision. Where restoration to spiritual fellowship or other definite resolution is not achieved, the governing board, following a two-thirds majority vote to do so, shall remove the member subject to discipline from the membership roll. Further communication to the church regarding the removal of a member shall be made at the discretion of the governing board.

(c) Membership Restoration for a Member Subjected to Discipline. A former member whose name has been removed from the membership roll by reason of disciplinary action may again become a member of the church after such a one has presented to the senior pastor satisfactory explanation, and if applicable,

both acceptable evidence of honest repentance and full confession of the wrongdoing. Thereupon, the senior pastor shall make a recommendation to the governing board at a regular or specially called meeting that the name of the former member be again added to the membership roll and accepted into the spiritual fellowship of the church. An affirmative vote of a majority of the governing board members will restore the previously disciplined member.

## **ARTICLE X. Meetings of Members**

Section 1. Conduct of Annual Meeting. The membership shall hold an annual meeting during the first quarter of each calendar year. The senior pastor, or his designated alternate board member, shall preside over the annual meeting and all special meetings of the church.

Section 2. Special Meetings. The board secretary shall be presented with written notice of call for such a special meeting of the membership, in which the purpose of such special meeting is set forth. When such a request is made by the membership, the required petition containing the signatures of a majority of the members shall accompany the request.

Section 3. Notice of Meetings. Notice of the date, time and place of the annual meeting and any special meetings of the membership, shall be presented at the regular worship services for two Sundays prior to the meeting or by written notice to the membership mailed at least ten days in advance of the meeting. Notice shall be presented as to the purpose of a special meeting.

Section 4. Order of Membership Meetings. In keeping with the spirit of Christian love, courtesy and fellowship; and in order to facilitate the conduct of business in an orderly and satisfactory manner, membership meetings shall be governed by the usual parliamentary procedure as laid down in "Robert's Rules of Order". The regular order of business at the annual business meeting shall be:

- (a) Opening prayer, call to order.
- (b) Approval of the minutes of the previous annual meeting and any special meetings.
- (c) Reports of officers, governing board, committees and others.
- (d) Unfinished business.
- (e) Elections or confirmations.
- (f) New business.
- (g) Closing prayer and adjournment.

Section 5. Voting Rights of Members. Members will be asked to vote on all matters in the following categories:

- (a) The calling of a new senior pastor or an interim senior pastor.
- (b) The removal of a senior pastor or interim senior pastor.

- (c) The purchase or sale of real property when the purchase or sale price exceeds ten percent (10%) of the general fund gross income for the previous calendar year.
- (d) The confirmation of candidates chosen to serve on the governing board.
- (e) Any other matter upon which the governing board desires to have the church members vote.

Section 6. Decisions. Except as otherwise provided, decisions requiring a vote during all business meetings of the church, shall be reached by a two-thirds majority vote of the participating members present. Each member shall be entitled to one vote on each matter submitted for a vote.

## **ARTICLE XI. Governing Board**

Section 1. The Headship of Christ. The government of the church shall be founded upon the Lordship and direction of Jesus Christ. Everyone in authority shall continually seek His mind and will, through the Word of God and the guidance of the Holy Spirit in all actions and decisions.

Section 2. The Oversight of the Governing Board. The governing board shall process all matters of church business not requiring a vote of the church membership. The governing board shall also provide prayer, advice, counsel and support to the senior pastor regarding the life and ministry of the church.

The board's general responsibilities are as follows:

- (a) Represent the membership in the conduct of the temporal affairs and business of the church.
- (b) Vote on candidates for membership when presented by the senior pastor.
- (c) Manage church property and church funds.
- (d) Provide for an annual audit, to be performed by an appointed committee of not less than three (3) persons, none of whom shall have prepared or maintained the church books or records subject to audit.
- (e) Prepare, adopt and present to the membership the church budget for the next fiscal period.
- (f) Review, not less than annually, the services provided and compensation received by both the pastor and any staff members.
- (g) Report to the membership at the annual membership meeting concerning the discharge of the responsibilities and duties of the governing board.

Section 3. Governing Board Members. The board shall consist of the senior pastor, not less than three elders, and other at large board members as deemed advisable by the majority of board members serving at any point in time. The number of persons serving on the governing board shall not exceed a maximum of twelve at any given time.

Section 4. Appointment and Vacancies. The senior pastor will solicit input from the

church members for potential elder and at large board members. Board members shall be members of the church, nominated by the senior pastor in consultation with the current board members. They shall be individually ratified by a two-thirds majority vote of the governing board, excluding the senior pastor, and a two-thirds majority vote of the members of the church present at a duly called meeting of the church members. Vacancies shall be filled by members of the church, nominated by the senior pastor and ratified by a two-thirds majority vote of the governing board, excluding the senior pastor, even though less than a quorum is present. A successor board member so appointed shall serve for the unexpired term of the predecessor.

Section 5. Term of Office of Governing Board Members. The senior pastor shall serve as a board member with a term of office coincident with the pastorship. The term of office for elders shall be two years. Elders may serve unlimited, consecutive terms when appointed and approved according to the procedure stated in the preceding Section 4. At large board members will serve a two year term and may serve a second consecutive two year term when appointed and approved according to the procedure stated in the preceding Section 4. The appointment of all board members shall be approved by a two thirds majority vote of the church membership present in a meeting scheduled for such purpose during the last quarter of each calendar year. The term of office will begin on January 1st the succeeding year.

Section 6. Quorum. The presence of a majority of the governing board members shall constitute a quorum for the transaction of business.

Section 7. Governing Board Meetings. Regular meetings of the governing board shall be held at any place or time that has been designated by the board. The secretary shall record minutes of each meeting which will be made part of a permanent record filed in the church office after approval at a subsequent board meeting. The board will meet a minimum of six (6) times per year. Special meetings of the board for any purpose may be called at any time by the senior pastor or a majority of the board members. Except in special circumstances, as may be deemed appropriate by the governing board, the board meetings will be open to the church membership.

Section 8. Removal. A board member, other than the senior pastor, may be removed from office by the vote of a two-thirds majority of the board membership. The board member being considered for removal may not vote on their own dismissal. Grounds for removal include departure from the confession of faith, serious breach of the Code of Regulations, immoral conduct, serious and ongoing conflict with the senior pastor, or failure to faithfully fulfill the duties of the office.

Section 9. Compensation. The governing board members shall receive no compensation for the services as board members.

Section 10. Resolution of Serious Concerns or Complaints. The governing board has

the responsibility to handle serious complaints from any member of the church when normal efforts to resolve the concern have failed. Members wishing to bring a complaint should provide a written request to the board President (or a board member designated by the board) stating the nature of the issue and efforts undertaken to resolve the concern. The board will determine if there is a reasonable basis for the complaint and that the underlying issue is weighty enough to justify board action, and communicate this determination to the member bringing the complaint. The board will establish and execute a process for handling the complaint, which will be dependent on the nature of the specific complaint, and will communicate this process to the member bringing the complaint. The board shall serve as the final appeal within the church for complaints.

## **ARTICLE XII. Officers**

Section 1. Officers. The corporate officers of the church shall be a president, vice president, secretary, treasurer and such other officers as the governing board may appoint. No two offices may be held by the same person concurrently.

Section 2. Appointment. The governing board shall appoint all officers of the church, other than the president (senior pastor), by a two-thirds majority vote. Vacancies shall be filled by appointment of the governing board.

Section 3. Removal. Any officer, other than the president (senior pastor), may be removed by the governing board at any time by a vote of two-thirds of the board members.

Section 4. Powers and Duties. The officers shall have power to execute documents, contracts and routine legal or financial business as directed by the board. At any time, the governing board may review a financial or legal decision of the officers and may overrule any action by a two-thirds majority vote.

Section 5. Terms of Office. Terms of office shall be two years, with a maximum of two terms, for all officers other than the president (senior pastor). In the event of death, resignation or removal before a term expires, the new officer shall complete the term.

Section 6. President. The senior pastor shall serve as the president of the corporation. The president shall be the principal executive officer of the corporation. The president shall see that the resolutions and directives of the governing board are carried into effect. Except in those instances in which the authority to execute is expressly delegated to another officer or agent of the corporation by the governing board, the president may execute for the corporation any contracts, deeds, or other instruments which the board has authorized. The president may accomplish such execution either individually or with the secretary, or any other officer thereunto authorized by the board, according to the requirements of the form of instrument.

Section 7. Vice President. The vice president shall be appointed from among the elders by the governing board. The vice president shall assist the president in the discharge of duties of the president and shall perform such other duties as may be assigned by the board. In the absence of the president, or when the president is disabled, the vice president shall perform the duties of the president.

Section 8. Secretary. The secretary shall be appointed by the governing board from among the elders and at large governing board members. The secretary shall record the minutes of the governing board and membership meetings, see that all notices are duly given in accordance with the provisions of this Code of Regulations, be custodian of the corporate records, keep a register of the members and their addresses and perform all duties incident to the office of secretary.

Section 9. Treasurer. The treasurer shall be appointed by the governing board from among the elders and at large governing board members. The treasurer shall be authorized to sign checks and disburse church funds and provide oversight accountability for the receiving, counting and depositing of tithes and offerings. The treasurer shall also be responsible to see that an accurate record of church receipts and disbursements is kept and that the checkbook record is reconciled to the bank statement.

### **ARTICLE XIII. Pastors and Staff**

#### Section 1. Senior Pastor.

(a) Duties and Responsibilities. The senior pastor shall serve as president of the church and shall provide spiritual leadership to the church, providing oversight for matters relating to the spiritual health of the church, matters of doctrine and interpretation, matters of spiritual ordinances, direction of the church's ministry, with advice and counsel being received from the governing board. The senior pastor shall oversee the operation of the church on a daily basis and give leadership to the church staff and church ministries. The senior pastor shall provide a regular report to the board addressing the church's ministry and an annual report on the performance of the church staff.

(b) Appointment. The governing board shall seek and nominate a candidate for senior pastor should a vacancy arise in the pastorate. The candidate for senior pastor must be approved by two thirds majority of the board, approved by the regional Vineyard Church overseer and ratified by a two-thirds majority vote of the church membership present at a duly called meeting of the church members.

(c) Termination. Should two-thirds of the governing board and a two-thirds vote of the church membership concur that the senior pastor should terminate his pastorate of the church, the senior pastor shall resign, or his pastorate shall be terminated. Grounds for removal include departure from the confession of faith, serious breach of this Code of Regulations, immoral conduct or failure to faithfully

fulfill the duties of the office.

#### Section 2. Associate Pastor and Other Staff

(a) Duties and Responsibilities. The senior pastor shall define pastoral staff positions in writing as necessary to conduct the ministry of the church, including all positions (paid or unpaid) with budgetary responsibility. Each staff person shall serve under the senior pastor's direction and with the senior pastor in the pastoral care and oversight of the church.

(b) Appointment. Pastoral and support staff shall be nominated by the senior pastor and ratified by a two-thirds majority vote of the governing board. (c) Termination. It shall be the prerogative of the senior pastor, after consulting with the governing board, to require the resignation, or terminate the employment of staff members. In extraordinary circumstances, the board, after consulting with the senior pastor; may by a two-thirds majority vote, require the senior pastor to terminate a staff member.

### **ARTICLE XIV. Ordination**

Section 1. Principles of Ordination. Only our Sovereign Holy God can truly call and ordain His children for service in the ministry of the Gospel of Jesus Christ. The calling of a pastor or other full time minister is not the result of a title, rather the title is a result of God's calling. This calling is recognized as from the true and living God. It is the privilege of the church of Jesus Christ to ratify the ordination of God when such is obviously placed upon a person's life.

Section 2. Process of Ordination. The senior pastor and governing board shall establish and oversee the ordination process along the guidelines specified in the Vineyard USA national leadership handbook.

### **ARTICLE XV. Annual Report and Fiscal Year**

Section 1. Annual Report. At the completion of the fiscal year, written reports shall be submitted by the church officers and other governing board members. Other reports may be requested by the governing board, committees, departments, ministries and organizations from within the church body. Such reports shall include sufficient information to enable the membership to determine whether the responsibilities and duties of those reporting shall have been well and faithfully discharged. These reports shall be assembled and made available to the membership in the form of an annual report prior to the annual membership meeting.

Section 2. Fiscal Year. The fiscal year of this corporation shall extend from January 1 through December 31.

### **ARTICLE XVI. Audit Committee**

Section 1. Appointment. The governing board shall appoint to serve on the audit committee not less than three members, each of whom shall not have prepared or maintained the books and records of the church during the fiscal year audit period.

Section 2. Term. The audit committee members shall serve for a term from the date on which they are appointed until the date on which the audit committee shall have discharged its duties and responsibilities.

Section 3. Responsibilities. The audit committee shall determine whether or not the church has kept required records for the fiscal year audit period, which are: (a) Adequate and correct books and records of all financial accounts. (b) Minutes of the proceedings of its governing board and membership meetings. (c) A record of its members giving names, addresses and date of initiating membership.

Section 4. Duties. The audit committee shall perform such work as the committee deems necessary in order to provide the basis for a representation as to whether or not the church has, for the fiscal year audit period, maintained the required records, and also to provide the basis for recommendation as to whether or not the treasurer's annual report should be accepted. The audit committee shall report concerning the discharge of its duties and responsibilities to the membership at the annual membership meeting

## **ARTICLE XVII. Amendments**

This Code of Regulations may be amended, provided the amendment is adopted by a two-thirds vote of the governing board and a two thirds majority vote of the church membership present for a duly called meeting of the membership.