

ARTICLES OF INCORPORATION OF LEXINGTON COMMUNITY CHURCH LEXINGTON, ILLINOIS

Last Revised: July 9 , 2015

Article I: Name

The name of the Church shall be Lexington Community Church (formerly known as The First Baptist Church of Lexington)

Article II: Purpose

The purpose of this church is to glorify God and to exalt the name of Jesus Christ through our sacrificial and unconditional love for God and others.

Article III: Polity

The government of this church is vested in the body which composes its membership. It is subject to no other body.

Article IV: Membership

The membership of this church shall consist of those who have accepted Jesus Christ as their personal Savior, and who have been baptized by immersion after repentance. Members are received and dismissed as defined and provided in the By-laws.

Article V: Doctrine (See Appendix)

Article VI: Incorporation

The title to any and all properties, both real and otherwise, of this church, shall be vested in the corporation consisting of the members of Lexington Community Church, Lexington, Illinois acting through the Board of Trustees under the Articles of Incorporation under the laws of the State of Illinois.

Article VII: Amendments

The Articles of Incorporation may be amended at any annual or special business meeting of the church by a four-fifths (80%) vote of the members in good standing present and voting. Notice of such meeting and the object for which the meeting is called shall be given from the pulpit at least two consecutive Sundays in advance of the meeting date. Proposed changes will be made available in writing two weeks prior to said meeting.

APPENDIX - “What We Believe”

The Scriptures

We accept the Bible, including the 39 books of the Old Testament and the 27 books of the New Testament, as the written Word of God. The Bible is the only essential and infallible record of God's self-disclosure to mankind. It leads us to salvation through faith in Jesus Christ. Being given by God, the Scriptures are both fully and verbally inspired by God. Therefore, as originally given, the Bible is free of error in all it teaches. Each book is to be interpreted according to its context and purpose and in reverent obedience to the Lord who speaks through it in living power. All believers are exhorted to study the Scriptures and diligently apply them to their lives. The Scriptures are the authoritative and normative rule and guide of all Christian life, practice, and doctrine. They are totally sufficient and must not be added to, superseded, or changed by later tradition, extra-biblical revelation, or worldly wisdom. Every doctrinal formulation, whether of creed, confession, or theology must be put to the test of the full counsel of God in Holy Scripture.

God is Triune

There is one God: infinite, eternal, almighty, and perfect in holiness, truth, and love. In the unity of the godhead there are three persons, Father, Son and Holy Spirit, co-existent, co-equal, co-eternal. The Father is not the Son and the Son is not the Holy Spirit, yet each is truly Deity. One God--Father, Son and Holy Spirit --is the foundation of Christian faith and life.

God the Father

God the Father is the Creator of heaven and earth. By His word and for His glory, He freely and supernaturally created the world from nothing. Through the same Word He daily sustains all His creatures. He rules over all and is the only Sovereign. His plans and purposes cannot be thwarted. He is faithful to every promise, works all things together for good to those who love Him, and in His unfathomable grace gave His Son, Jesus Christ, for mankind's redemption. He made man for fellowship with Himself, and intended that all creation should live to the praise of His glory.

Jesus Christ

Jesus Christ, the only begotten Son of God, was the eternal Word made flesh, supernaturally conceived by the Holy Spirit, born of the Virgin Mary. He was perfect in nature, teaching, and obedience. He is fully God and fully man. He was always with

God and is God. Through Him all things came into being and were created. He was before all things and in Him all things hold together by the word of His power. He is the image of the invisible God, the first-born of all creation, and in Him dwells the fullness of the godhead bodily. He is the only Savior for the sins of the world, having shed His blood and died a vicarious death on Calvary's cross. By His death in our place, He revealed the divine love and upheld divine justice, removing our guilt and reconciling us to God. Having redeemed us from sin, the third day He rose bodily from the grave, victorious over death and the powers of darkness, and for a period of 40 days appeared to more than 500 witnesses, performing many convincing proofs of His resurrection. He ascended into heaven where, at God's right hand, He intercedes for His people and rules as Lord over all. He is the Head of His body, the Church, and should be adored, loved, served, and obeyed by all.

The Holy Spirit

The Holy Spirit, the Lord and Giver of life, convicts the world of sin, righteousness, and judgment. Through the proclamation of the gospel He persuades men to repent of their sins and confess Jesus as Lord. By the same Spirit a person is led to trust in divine mercy. The Holy Spirit unites believers to Jesus Christ in faith, brings about the new birth, and dwells within the regenerate. The Holy Spirit has come to glorify the Son, who in turn came to glorify the Father. He will lead the Church into a right understanding and rich application of the truth of God's Word. He is to be respected, honored, and worshiped as God the Third Person of the Trinity.

Man

God made man --male and female-- in his own image, as the crown of creation, that man might have fellowship with Him. The institution of marriage was created by God to be one man and one woman, united to become "one flesh". (Matt 19:4-6, Hebrews 13:4, 1 Cor. 6:9-10). Tempted by Satan, man rebelled against God. Being estranged from his Maker, yet responsible to Him, He became subject to divine wrath, inwardly depraved and, apart from a special work of grace, utterly incapable of returning to God. This depravity is radical and pervasive. It extends to his mind, will, and affections. Unregenerate man lives under the dominion of sin and Satan. He is at enmity with God, hostile toward God, and hateful of God. Fallen, sinful people, whatever their character or attainments, are lost and without hope apart from the salvation in Christ.

The Gospel

Jesus Christ is the gospel. The good news is revealed in His birth, life, and death, resurrection, and ascension. Christ's crucifixion is the heart of the gospel, His

resurrection is the power of the gospel, and His ascension is the glory of the gospel. Christ's death is a substitutionary and propitiatory sacrifice to God for our sins. It satisfies the demands of God's holy justice and appeases His holy wrath. It also demonstrates His mysterious love and reveals His amazing grace. Jesus Christ is the only mediator between God and man. There is no other name by which men must be saved. At the heart of all sound doctrine is the cross of Jesus Christ and the infinite privilege that redeemed sinners have of glorifying God because of what He has accomplished. Therefore, we want all that takes place in our hearts, churches, and ministries to proceed from and be related to the cross.

Man's Response to the Gospel

Man's response to the gospel is rooted and grounded in the free and unconditional election of God for His own pleasure and glory. It is also true that the message of the gospel is only effectual to those who genuinely repent of their sins and, by God's grace, put saving faith in Christ. This gospel of grace is to be sincerely preached to all men in all nations. Biblical repentance is characterized by a changed life, and saving faith is evidenced by kingdom service or works. While neither repentance nor works save, unless a person is willing to deny himself, pick up his cross, and follow Christ, he cannot become His disciple.

Man's Inheritance Through the Gospel

Salvation, the free gift of God, is provided by grace alone, through faith alone, because of Christ alone, for the glory of God alone. Anyone turning from sin in repentance and looking to Christ and His substitutionary death receives the gift of eternal life and is declared righteous by God as a free gift. The righteousness of Christ is imputed to him. He is justified and fully accepted by God. Through Christ's atonement for sin an individual is reconciled to God as Father and becomes His child. The believer is forgiven the debt of his sin and, via the miracle of regeneration, liberated from the law of sin and death into the freedom of God's Spirit.

Sanctification

The Holy Spirit is the active agent in our sanctification and seeks to produce His fruit in us as our minds are renewed and we are conformed to the image of Christ. Though indwelling sin remains a reality, as we are led by the Spirit we grow in the knowledge of the Lord, freely keeping His commandments and endeavoring to so live in the world that all people may see our good works and glorify our Father who is in heaven. All believers are exhorted to persevere in the faith, knowing they will have to give an account to God for their every thought, word, and deed. The spiritual disciplines,

especially Bible study, prayer, worship and confession, are a vital means of grace in this regard. Nevertheless, the believer's ultimate confidence to persevere is based in the sure promise of God to preserve His people until the end, which is most certain.

Empowered by the Spirit

In addition to effecting regeneration and sanctification, the Holy Spirit also empowers believers for Christian witness and service. While all genuine believers are indwelt by the Holy Spirit at conversion, the New Testament indicates the importance of an ongoing, empowering work of the Spirit subsequent to conversion as well. Being indwelt by the Spirit and being filled with the Spirit are theologically distinct experiences. The Holy Spirit desires to fill each believer continually with increased power for Christian life and witness, and imparts His supernatural gifts for the edification of the Body and for various works of ministry in the world. All the gifts of the Holy Spirit at work in the church of the first-century are available today, are vital for the mission of the church, and are to be earnestly desired and practiced.

The Church

God by His Word and Spirit creates the Church, calling sinful men out of the whole human race into the fellowship of Christ's Body. By the same Word and Spirit, He guides and preserves that new redeemed humanity. The Church is not a religious institution or denomination. Rather, the Church universal is made up of those who have become genuine followers of Jesus Christ and have personally appropriated the gospel. The Church exists to worship and glorify God as Father, Son, and Holy Spirit. It also exists to serve Him by faithfully doing His will in the earth. This involves a commitment to see the gospel preached and churches planted in all the world for a testimony. The ultimate mission of the Church is the making of disciples through the preaching of the gospel. When God transforms human nature, this then becomes the chief means of society's transformation. Upon conversion, newly redeemed men and women are added to a local church, in which they devote themselves to teaching, fellowship, the Lord's Supper, and prayer.

All members of the Church universal are to be a vital and committed part of a local church. In this context they are called to walk out the New Covenant as the people of God, and demonstrate the reality of the kingdom of God. The ascended Christ has given gift ministries to the church (including apostles, prophets, evangelists, pastors and teachers) for the equipping of Christ's body that it might mature and grow. Through the gift ministries, all members of the Church are to be nurtured and equipped for the work of ministry. Women play a vital role in the life of the church, but in keeping with God's created design they are not permitted "to teach or to exercise authority over a man" (1 Ti. 2:12 ESV). Leadership in the church is male. In the context of the local church,

God's people receive pastoral care and leadership and the opportunity to employ their God-given gifts in His service in relation to one another and to the world.

Sacraments of the Church

Water baptism is intended only for the individual who has received the saving benefits of Christ's atoning work and become His disciple. Therefore, in obedience to Christ's command and as a testimony to God, the Church, oneself, and the world, a believer should be immersed in water in the name of the Father, Son and Holy Spirit. Water baptism is a visual demonstration of a person's union with Christ in the likeness of His death and resurrection. It signifies that His former way of life has been put to death, and vividly depicts a person's release from the mastery of sin.

As with the water baptism, the Lord's Supper is to be observed only by those who have become genuine followers of Christ. This ordinance symbolizes the breaking of Christ's body and the shedding of His blood on our behalf, and is to be observed repeatedly throughout the Christian life as a sign of continued participation in the atoning benefits of Christ's death. As we partake of the Lord's Supper with an attitude of faith and self-examination, we remember and proclaim the death of Christ, receive spiritual nourishment for our souls, and signify our unity with other members of Christ's body.

The Consummation

The Consummation of all things includes the visible, personal and glorious return of Jesus Christ, the resurrection of the dead and the translation of those alive in Christ, the judgment of the just and the unjust, and the fulfillment of Christ's kingdom in the new heavens and the new earth. In the Consummation, Satan with his hosts and all those outside Christ are finally separated from the benevolent presence of God, enduring eternal punishment, but the righteous, in glorious bodies, shall live and reign with Him forever, serving Him and giving Him unending praise and glory. Then shall the eager expectation of creation be fulfilled and the whole earth shall proclaim the glory of God who makes all things new.

CONSTITUTION (BY-LAWS) OF LEXINGTON COMMUNITY CHURCH LEXINGTON, ILLINOIS

Last Revised: July 9, 2015

Article I: Covenant

A covenant between fellow church members is an agreement that each member pledges to all the other church members to fulfill God's Word. In its simplest form a covenant says, "You can count on me!"

Those who are led by God to be members of Lexington Community Church are in agreement that the goal of this church body is to glorify God in all that we say and do (1 Corinthians 10:31). We desire to be conformed into the image of the Lord Jesus Christ, which was the Father's reason for calling us unto Himself (Romans 8:29). We also desire to use our gifts for the benefit of our church family (1 Corinthians 1:7). We also seek to stir one another up unto love and good works as we meet together for worship (Hebrews 10:24-25). Lastly, we determine to financially support this ministry with hearts of gratitude and devotion.

Article II: Membership

Section 1. Admission of Members

Anyone desiring membership in Lexington Community Church must complete the doctrine class and meet with two churchelders to determine whether or not that person has met the requirements for local membership, which are faith in the Lord Jesus Christ, baptism by immersion, and agree with our doctrine. If one is determined to have met these requirements then they will be presented before the body for approval into the local membership.

Section 2. Members in Good Standing

Members in Good Standing are those who attend regularly, "not neglecting to meet together as is the habit of some..." (Hebrews 10:25). They also honor the doctrine of LCC's local church body.

Section 3. Dismissal of Members

Members may be dismissed from Lexington Community Church by the following means:

1. **Death**
2. **Exclusion:** Should any member become an offense to the church by reason of their conduct, or by consistent breach of covenant vows, membership shall be terminated by the body after the elder board gives due notice, a hearing before the Elder Board, and after Biblical efforts have been made to bring such member to repentance and restoration.
3. **Erasure:** Any member may request by letter to have their name removed from the membership of the church. This request may be submitted to the church office or to one of the Elders. If that member is in good standing with the church a letter of transfer may be granted to them.

Article III: Officers and Employees

Section 1. Elder Board

God calls a man to be a pastor, and all pastors/elders are equal in authority in God's eyes, but they may fulfill different roles in the church based upon spiritual gifts and the needs of the church.

The elder board will consist of the vocational and non-vocational elders. As a matter of practice, decisions made by this board will be acted on only if there is unanimous consent.

- a. Non-Vocational Elders
 - i. **Responsibilities.** The elders will serve by providing personal accountability for one another, giving spiritual direction to the church, guarding the church and the pulpit and the gospel from apostasy and worldly influences, praying constantly, overseeing adult Christian education and church discipline.
 - ii. **Selection.** The elders shall choose each additional elder as God leads. New elders will be presented before the body for approval. A vote of four-fifths (80%) of the members in good standing present and voting shall be necessary to become an elder.
 - iii. **Dismissal / Resignation.** Each elder may serve as long as he is Biblically qualified (1 Timothy 3; Titus 2). If an elder should become unqualified, then he will be removed from the elder board by the remaining qualified elders. An elder may voluntarily step down at any time.
- b. Lead Pastor

- i. **Responsibilities.** The lead pastor is responsible for preaching the Gospel, administering the ordinances, and casting vision from the Lord for the body. The lead pastor with the elder board will develop and organize the strengths and gifts of the congregation for the glory of God and the edification of the body.

- ii. **Selection.**
 - (1) **Pastoral Search Team.** Following the notice of termination or resignation of the lead pastor, the moderator shall call a special business meeting of the church for the purpose of selecting a Pastoral Search Team. This team shall consist of the elders and three members at large. Volunteers shall submit their names to the elders who will compile a list of members in good standing from which the church membership will vote at a special business meeting to determine the three additional members. The search team shall be responsible for choosing the chair of the team. The team shall take the necessary steps to present a lead pastor candidate to the membership.

 - (2) **Call.** The call of the lead pastor shall come before the church at a special meeting, notice of such meeting and its purpose having been read from the pulpit on two successive Sundays. Only one candidate at a time shall be considered. A vote of four-fifths (80%) of the members in good standing present and voting shall be necessary to extend a call.

- iii. **Resignation / Dismissal.** The lead pastor may resign by giving 30 days notice to the elder board.

Dismissal of the lead pastor shall be based upon recommendation of the elder board and voted upon at a special business meeting. Notice of said meeting and its purposes will be read from the pulpit two successive Sundays prior to the vote. A simple majority vote of members in good standing present is necessary to make dismissal valid.

b. Associate Pastor(s)

- i. **Responsibilities.** An associate pastor shall work together with the lead pastor and elders in ministering to the church as assigned by the elder board.

- ii. **Selection.** The elder board shall interview all candidates for an associate pastor, regardless of the pastoral role. If they are unanimous, then the candidate will be brought before the church for approval. A vote of four-fifths

(80%) of the members in good standing present and voting shall be necessary to extend a call.

- iii. **Resignation / Dismissal.** The associate pastor may resign by giving 30 days notice to the elder board.

Dismissal of the associate pastor shall be based upon recommendation of the elder board and voted upon at a special business meeting. Notice of said meeting and its purposes will be read from the pulpit two successive Sundays prior to the vote. A simple majority vote of members in good standing present is necessary to make dismissal valid.

Section 2. Deacon Board

- a. **Responsibilities.** The deacons have been called by God to lead members of LCC to meet the physical needs of our body as they arise. The deacons will also utilize the benevolent fund to aid that task. They will provide insight to the Building and Grounds and Helps Ministry teams. The deacons shall disperse the elements of the Lord's Supper and aid in its administration.
- b. **Selection.** The deacons shall consist of men who meet the biblical requirements cited in 1 Timothy 3:8-13. The congregation shall suggest such men to the elder board for examination. Upon approval of the elder board the proposed names will be presented to the church at a business meeting for approval by the church. A vote of four-fifths (80%) of the members in good standing present and voting shall be necessary to become a deacon.
- c. **Resignation / Dismissal.** Each deacon may serve as long as he is Biblically qualified. If a deacon should become unqualified, then he will be removed from the deacon board by the elders. A deacon may voluntarily step down at any time.

Section 3. Moderator. A Moderator shall be elected at each annual meeting to serve one year. The Moderator shall preside at all business meetings of the church.

Section 4. Accountant. The accountant will work in conjunction with the Finance Ministry Team, but need not be on the Finance Team. The Accountant shall have custody of the funds of the church and all deposits made in the name of the church, and all checks drawn by the Accountant shall be in the name of the church. The Accountant shall keep a separate account of all funds raised or contributed for particular purposes, and no funds shall be distributed by the Accountant except for the purpose for which they were raised or contributed. The books shall be audited if and when any member requests provided there is a majority vote of the church body supporting the request. The Accountant shall make such other financial reports as may be desired by the church. The

Accountant shall deliver immediately to his or her successor all books and records pertaining to his or her office.

Section 5. Financial Secretary. It shall be the secretary's duty to furnish envelopes for contribution to church expense and benevolence; to collect all funds contributed and keep a current account thereof between the church and its members. The Finance secretary and a Finance Team member shall count and deposit such collections weekly, in the bank selected by the Finance Team, and render a statement thereof to the Accountant. The Financial Secretary does not have to be a member of the Finance Ministry Team.

Section 6. Trustees. The Board of Trustees will be made up of an elder, selected by the elder board, the Chairperson of Finance Ministry Team, and the Chairperson of Building and Grounds Ministry Team. The Board of Trustees shall hold in trust all the properties of the church and shall take all necessary measures for its protection, management, and upkeep. It shall have power to buy, mortgage, lease, or transfer any property by a four-fifths (80%) vote of the members in good standing present and voting at the business meeting. The Board of Trustees will sign all legal documents associated with the sale or purchase of land and or buildings as approved by the church.

Section 7. Employees. All non-pastoral employees shall be under the supervision of the Lead Pastor. The elder board has full authority to evaluate, direct the responsibilities, and the process of termination for each employee.

Article IV: Standing Ministry Teams

Each standing Ministry Team shall be composed of members in good standing and meet as needed. . One of the elders shall be assigned to each Ministry Team of the church and its auxiliary organizations. Each Ministry Team is responsible to inform their assigned elder of said meetings as soon as possible. Any member in good standing that desires to serve on one of the ministry teams will be interviewed by one of the elders to identify their gifts and where they might best serve the Lord. The proposed ministry team members and their chairpersons will be presented to the Church body for a vote of approval at the annual business meeting. The elders will handle any changes that happen throughout the year.

Section 1. Missions Ministry Team

- a. **Selection.** The Missions Ministry Team shall consist of a chairperson, and an unlimited number of volunteers from the church membership approved by the church body at the annual business meeting.

- b. **Duties.** The Missions Team shall be responsible for developing mission education programs, educating the congregation about our mission work around the world, promoting special missions offerings, and making the church body aware of mission opportunities as they arise; communicating with each missionary, making recommendations for new missionaries, reporting to the church body and bring missionary prospects before the church.

Section 2. Worship Ministry Team

- a. **Selection.** The Worship Ministry Team shall consist of a chairperson, and an unlimited number of volunteers from the church membership approved by the church body at the annual business meeting.
- b. **Duties.** The Worship Ministry Team shall be responsible for the worship activities of the church. The Worship Ministry Team will work with the elders to coordinate and promote the worship activities of the church. The Worship Ministry Team will coordinate auditions with those who desire to participate in leading worship after prospects have met with an elder. An elder and the Worship Ministry Team will then determine whether or not they are qualified to serve.

Section 3. Family Ministry Team

- a. **Selection.** The Family Ministry Team shall consist of a chairperson, and an unlimited number of volunteers from the church membership approved by the church at the annual business meeting.
- b. **Duties.** The Family Ministry Team shall be responsible to supervise and coordinate ministries designed for children and their families..

Section 4. Helps Ministry Team

- a. **Selection.** The Helps Ministry Team shall be composed of a chairperson and an unlimited number of volunteers from the church membership approved by the church body at the annual business meeting.
- b. **Duties.** The Helps Ministry Team shall be responsible for coordinating funeral dinners, scheduling workers to help with and promote fellowship and social events. This includes set up and clean up of said events throughout the year.

Section 5. Building and Grounds Ministry Team

- a. **Selection.** The Building and Grounds Ministry Team shall consist of a chairperson and an unlimited number of volunteers from the church membership approved by the church at the annual business meeting.
- b. **Duties:** The Building and Grounds Team shall perform duties as needed by the church or as imposed by the state. The team will determine a list of objectives and plans for the coming year based upon needs. These plans should include all major expenses anticipated for the coming year. They are also responsible to oversee maintenance of all buildings and grounds.

Section 6. Finance Ministry Team

- a. **Selection.** The Finance Team shall consist of a chairperson and an unlimited number of volunteers from the church membership approved by the church at the annual business meeting.
- b. **Duties.** The Finance Team shall be entrusted with proposing the annual church budget after consultation with the elders and all other ministry teams, auxiliary organizations, and ministry program leaders. The Finance Team along with the non-vocational elders will propose wages and benefits for all employees and outside vendors to be included in the annual budget. The team will then present said budget to the church two weeks prior to the church's annual business meeting. They are also to monitor the financial condition of the church and regularly reporting its findings to the Church body. The Finance Team shall designate the bank where the church's funds shall be held. The Financial Secretary and one member of the finance team shall count and deposit all offerings. The team shall present to the church an itemized report of receipts and disbursements, showing the actual financial condition of the church at each annual meeting. The Finance Team shall be in charge of all securities, investments, title papers, and other valuable documents of the church..

Article V. Meetings

Section 1. Worship Service. Public services shall be held on each Lord's Day and any other day as fixed and approved by the Elder Board. Other special services may be scheduled by the elders or by vote of the church.

- a. **Baptism.** The ordinance of believer's baptism shall be administered when needed either in a regular worship service or in a special service as called by the elders.
- b. **Lord's Supper.** The Lord's Supper, or Communion, shall be celebrated on the first Sunday of the month, unless there is a conflict at which time the elders may postpone it until the next month or change its date. Lexington Community Church celebrates an open communion, which means that any believer that has put their faith in the Lord Jesus Christ and has repented of their sins is welcome to join LCC members in their celebration of the Lord's Supper.

Section 2. Business Meetings

- a. **Annual Meetings.** The annual business meeting shall be held in early December for the purpose of approving the annual budget for the following year, the confirmation of proposed ministry team members and chairpersons, election of the moderator. Notice of the annual meeting shall be given to the church from the pulpit at least two consecutive Sundays in advance of the date of the meeting. Names of each proposed ministry team member, chairpersons, and moderator shall also be given to the church in writing at least two consecutive Sundays. A simple majority of the votes cast are necessary for election or approval. For all other business refer to the applicable Article/By-Law for voting procedure.
- b. **Special Business Meetings.** Special business meetings may be called at any time by the elders. Notice of such meeting, and the object for which the meeting is called, shall be given from the pulpit at least two consecutive Sundays in advance of the date of the meeting.
- c. **Qualifications of Voters.** All matters pertaining to the purchase of land, sale, or mortgaging of property shall be voted on only by members in good standing who are seventeen years of age or older. On all other matters members in good standing are entitled to vote.
- d. **Conduct.** All business sessions shall be conducted according to Robert's Rules of Order, providing such conduct is consistent with the Constitution and By-Laws of the church. No new business presented from the floor shall be voted on in the business session in which it is presented. New business from the floor shall be referred to the appropriate ministry team or the elders.
- e. **Church Year.** The fiscal year of the church shall be the calendar year.

Article VI: Amendments

The By-Laws may be amended at any annual or special business meeting of the church by a four-fifths (80%) vote of the members in good standing present and voting. Notice of such meeting and the object for which the meeting is called shall be given from the pulpit at least two consecutive Sundays in advance of the meeting date. Proposed changes will be made available in writing two weeks prior to said meeting.