

1 **CROSSROADS BIBLE CHURCH OF THE TRI-CITIES**

2  
3 **BYLAWS**

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6 **Article I – Membership**

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8 **Section 1 – Introduction**

9 Church Membership shall consist of persons who have trusted in and publicly professed Jesus  
10 Christ as Lord and Savior and whose character and conduct honor the Lord. Any such person  
11 who considers Crossroads Bible Church to be their church home is encouraged to publicly  
12 identify himself/herself with this local body through Church Membership.

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14 **Section 2 – Admission**

15 Persons desiring to apply for Church Membership shall make their request known to a member  
16 of the Board of Elders. Such persons shall be given a copy of the Statement of Faith,  
17 Constitution, and Bylaws of the Church that the applicant shall read before being interviewed.  
18 An application form for Membership may be developed by the Board of Elders which the  
19 applicant shall complete and submit to the Board of Elders at the initial request for  
20 Membership. A Membership class or series of classes may be developed by the Board of Elders  
21 to assist in the application process.

22 Each applicant for Church Membership shall be interviewed by at least two Elders who shall  
23 inquire about the applicant’s faith in Jesus Christ and life of commitment to His Word. The  
24 Elders shall answer any questions the applicant may have concerning Church government and  
25 beliefs.

26 When the Board of Elders is confident of the applicant's faith in Christ, assurance of salvation,  
27 desire to live the Christian life, and willingness to participate in the fellowship and discipline of  
28 the Church, the Board of Elders shall announce at two consecutive weekly Church services that  
29 such persons have been recommended for Church Membership.

1 Acceptance of the applicant to Church Membership shall be by a vote of the Church  
2 Membership at an Annual Business Meeting or Special Church Meeting announced and  
3 conducted in accordance with Article V of these Bylaws.

4 Pastors and their wives shall automatically become Members with full voting privileges on  
5 receipt and acceptance of a call from the Church. Staff members and their spouses, if the hiring  
6 process included comparable examination of both spouses, shall likewise become Members at  
7 the point of hire.

8 The list of Church Members existing on the date of initial approval of these Bylaws shall not be  
9 required to reapply for Membership.

10 **Section 3 – Regular Members**

11 Members who have attained the age of eighteen are considered Regular Members. Regular  
12 Members may make motions, vote at business meetings, vote to approve applicants for Church  
13 Membership, vote to approve Church Officers, and hold a Church Office.

14 **Section 4 – Associate Members**

15 Associate Members are those Members under the age of eighteen. Associate Members may  
16 speak at and participate in Congregational Meetings but are ineligible to vote or hold Church  
17 Office.

18 **Section 5 - Responsibilities**

19 By the grace and mercy of God and by the power of the Holy Spirit all Members shall strive:

- 20
- To live according to the principles established in God's Word, the Bible. (2 Peter 1:19;  
21 Psalm 119:89-116)
  - To walk together in Christian love through the power of the Holy Spirit. (John 13:34-35;  
22 Romans 12:10; 1 Corinthians 13)  
23



1                   **Section 7 – Unity, Reconciliation of Offenses, and Disciplinary Action**

2           Unity in the Church:

3           All Church Members are expected to give diligent effort to maintain the unity of the Spirit, to be  
4           careful to guard the state of oneness in Christian purpose, and to support the bonds of peace  
5           that make the body of Christ distinct among all human institutions. (Ephesians 4:1-6)

6           Reconciliation of Offenses:

7           If a brother or sister in the Lord commits an act that offends another the offended party shall  
8           first and immediately go to the offender in private and clearly explain the offense. The offended  
9           party shall act toward the offender with the love and forgiveness that Christ Jesus has shown  
10          toward us. (Romans 12:10, John 13:34, 1 Peter 1:22) If the offender listens to and understands  
11          the offence and takes the appropriate steps to correct the offense, it is to be carried no further.  
12          (Matthew 18:15)

13          If the offender refuses to correct the offense, the offended party shall take one or two mature  
14          believers to talk with the offender. They are witnesses to the process and may recommend  
15          corrective action to either of the parties. If the offender listens to and understands the offense  
16          and takes the appropriate steps to correct the offense, no further action shall be taken.  
17          (Matthew 18:16)

18          If the offender still refuses to correct the offense, the offense shall be taken to the Church  
19          leadership which is the Board of Elders. (Matthew 18:17) They shall seek to interview all parties  
20          to the offense with the purpose of restoring the parties to fellowship and help the offender  
21          correct his/her offense and restore him/her to fellowship with the Lord and with his/her  
22          brothers and sisters in Christ. If the offender listens to and understands the offense and takes  
23          the appropriate steps to correct the offense, no further action shall be taken.

24          If the offender refuses to correct the offense, the Board of Elders shall take the offense to the  
25          full Church Membership. If the offender listens to and understands the offense and takes the  
26          appropriate steps to correct the offense, no further action shall be taken.

27          If the offender refuses to correct the offense, disciplinary action shall be taken as provided  
28          below.

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Disciplinary Action:

The primary biblical cause for disciplinary action is persistence in sin on a continuous or repeated basis. Isolated acts of offense shall be handled according to the above reconciliation process. God's people are to be characterized by holiness as that standard is defined in His Word. Refusal to conform to God's standards is a serious offense against God and must be dealt with by His people. (1 Corinthians 5:2; 2 Thessalonians 3:6; 1 Timothy 5:20-21; 2 Timothy 3:1-5)

Any activity which is harmful to the Church is also a biblical reason for discipline. Such activities include but are not limited to:

- Teaching doctrines which contradict biblical truth. (1 Timothy 1:3, 20; 2 Timothy 2:17-18)
- Provoking divisions and quarrels within the Church. (Romans 16:17; Titus 3:10-11; 2 Thessalonians 3:6)
- Failure to reconcile an offense as provided above. (Matthew 18:15-17)

When a Church Member has continuously and repeatedly acted in a manner that is harmful to the Church or to another Member, it is the responsibility of the other Church Members to seek his/her restoration. Disciplinary action is not meant as a means to accuse or condemn another but to bring about the restoration of unity in the body of Christ.

If the Board of Elders determines that a Church Member has acted in a manner that requires disciplinary action they shall take one or more of the following steps:

- Request that the parties involved in a conflict participate in mediation or binding arbitration as provided in Article IX of the Church Constitution.
- Suspend the offender from Membership and from participation in the activities of the Church. A suspended Member does not have voting rights and may not hold any ministry position, either elected or appointed. A suspended Member will be asked to refrain from taking the Lord's Supper until they are restored to the Church.





- 1 • Willing to serve (Mark 10:43-45).
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- 3
- 4 • Men who meet the qualifications established in 1 Timothy 3, Titus 1, and 1 Peter 5.
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6 Elders must adhere to the Statement of Faith, Constitution, and Bylaws of the Church. (Romans  
7 2:21-23)

8 A training process for Elders may be established and conducted by the board of Elders.

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10 **Section 3 – Term and Selection**

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12 Elders shall serve an indefinite term. The appointment of new Elders shall be made at the  
13 Annual Business Meeting or Special Church Meeting . The Board or Elders shall establish a  
14 process for regular evaluations, sabbaticals, and temporary terms.

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16 Elder candidates may be nominated by the congregation, Board of Elders, or by the candidate  
17 himself. The submission of names to the Board of Elders shall be in writing. (Acts 6:5; Titus 1:5;  
18 1 Timothy 3:1)

19

20 Elder candidates may remove their names from the list of nominees if they know they do not  
21 meet the qualifications set forth in Scripture or are not willing to serve.

22

23 Church Members shall express concern about an elder candidate to the Board of Elders in  
24 writing. It should be kept in mind no human being is perfect; an attempt to find a candidate  
25 without flaw is impossible. Elder candidates shall be spiritually mature and have lives marked by  
26 balance, consistency, and self-control.

27

28 The Board of Elders will submit the names of the approved Elder candidate(s) in writing to the  
29 congregation four weeks prior to the Annual Business Meeting or Special Church Meeting.

30 Approval of an applicant for Elder shall be by a vote of the Church Membership at the Annual  
31 Business Meeting announced and conducted in accordance with Article V of these Bylaws.

32 The Senior Pastor shall be deemed an Elder upon his call by the Church and shall not be subject  
33 to the above Term and Selection procedures.



#### Section 4 – Responsibilities

Elders will seek the Lord’s leading in their duties and oversee the functions of the Church including but not limited to teaching, finances, legal affairs, special ministries, and discipline. They shall be especially devoted to prayer and ministry of the Word. (Acts 6:4) The Board of Elders shall seek to delegate other responsibilities to faithful and responsible people within the Church. (Acts 6:1-7) The Board of Elders shall appoint such Corporate Officers as is required to comply with State and Federal laws and regulations.

Elders, individually and/or corporately, will be:

Gifted. He must be spiritually gifted to lead and feed the congregation. He is to seek to equip believers for the work of service and to build up the body of Christ. He must be able to think biblically, be discerning, and express shepherding care. (Acts 20:28; Ephesians 4:11-12; Titus 1:7-9; 1 Peter 5:2-3)

Growing Believer. He must be a maturing Christian whose life is marked by spiritual fruitfulness. (John 15:2-8; Galatians 5:16-25; 1 Timothy 4:15)

An Example. He shall serve as an example of servant leadership. (1 Corinthians 11:1; Philippians 3:17; 1 Peter 2:21)

Accountable. He shall be accountable to the Church and to Jesus Christ for actions and decisions. Elders are encouraged to evaluate each other on an informal, ongoing basis as part of their love and commitment to one another. These efforts can also be accomplished with other Church leaders. (Acts 20:28; Hebrews 13:17; Ephesians 5:21)

#### Section 5 – Resignation and Dismissal

An Elder may resign at any time during his term. He has the freedom to do so by his own initiative and without pressure. This could result from acknowledged, persistent, unrepentant

1 sinful behavior, is unwilling or unable to carry out the responsibility, poor physical/mental  
2 health, or departure from the local community.

3  
4 An Elder shall be dismissed by the congregation if he ceases to fulfill the biblical qualifications of  
5 an Elder or the responsibilities of his office as described in these Bylaws. He may also be asked  
6 to step down if Church oversight responsibilities add too much pressure to his personal life. The  
7 dismissal process will be overseen by the Board of Elders in accordance with the established  
8 discipline procedures for Members.

### 9 10 **Section 6 – Meetings**

11  
12 The Board of Elders shall meet as needed to oversee the Church. A simple majority of Elders  
13 shall be sufficient to conduct Church business. The congregation will be notified of open  
14 meetings and encouraged to attend. The Board of Elders will notify the congregation of  
15 meetings by verbal or written announcement so information is available at least one week in  
16 advance of the meeting. The Board of Elders may at its discretion conduct closed meetings to  
17 discuss sensitive matters that are not deemed appropriate for attendance by the congregation.

### 18 19 **Section 7 – Leadership Council**

20  
21 A temporary Leadership Council shall replace the Board of Elders when two or fewer Elders hold  
22 office for a period exceeding six months. Whenever such a situation occurs, the Leadership  
23 Council shall be substituted for the Board of Elders wherever the Board of Elders is mentioned in  
24 these Bylaws. The Leadership Council shall be comprised of any remaining Elders and additional  
25 non-Elder Council members who exhibit Christian maturity, the ability, and willingness to assist  
26 in Church leadership. Since these non-Elder Council members are not Elders their character  
27 qualifications shall be measured against those of Deacons. The minimum number of persons to  
28 constitute the Leadership Council shall be three. Non-Elder Council members shall be appointed  
29 and function in the same manner as Deacons (See Article IV, Section 3).

30  
31 If no Elder remains on the Leadership Council the Church shall seek to raise an Elder in  
32 accordance with Bylaws Article II, Sections 2 and 3. If the Church does not elect an Elder within

1 one year the Leadership Council shall dissolve the Church with assets and real property  
2 distributed to the EFCA Northern Mountain District.

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4 **Article III - Pastoral Staff**

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6 **Section 1 – Qualifications**

7  
8 Pastoral Staff shall have been called by the will of God into the ministry of serving God,  
9 proclaiming the Gospel of Jesus Christ, and edifying the people of God. Each shall be a mature,  
10 godly person of outstanding character whose reputation is beyond reproach. He must display  
11 the spiritual and personal qualities required of leaders set forth in Scripture. (1 Timothy 3:1-13;  
12 Titus 1:5-9; Matthew 20:25-28) In addition, he shall subscribe to and live in accordance with the  
13 Statement of Faith, Constitution, and Bylaws of the Church.

14  
15 **Section 2 – Selection**

16  
17 When the need for Pastoral Staff arises the Board of Elders shall evaluate the needs of the  
18 Church and present a recommendation to the congregation which identifies the nature of the  
19 staff position to be filled. Approval of the staff position shall be by a vote of the Church  
20 Membership at the Annual Business Meeting or Special Church Meeting announced and  
21 conducted in accordance with Article V of these Bylaws.

22  
23 Upon receiving Church Membership approval of this recommendation the Board of Elders will  
24 proceed to name a search committee.

25  
26 The Search Committee for Senior Pastor shall consist of Regular Members who are mature  
27 discerning believers, representing as broad a spectrum as possible within the Church body and  
28 shall include at least two Elders.

29  
30 The Search Committee for an Associate Pastor shall consist of mature discerning believers,  
31 representing as broad a spectrum as is possible within the Church body and the sphere of

1 ministry which the Associate Pastor will attend. The members of a committee or board related  
2 to the ministry of an Associate Pastor may be named to the Search Committee for that position.

3  
4 The Senior Pastor will be a member of all Associate Pastor Search Committees.

5  
6 An outgoing pastor may not be a member of the Search Committee seeking his replacement but  
7 may serve as a consultant.

8  
9 All Search Committees will consult with the Board of Elders and solicit recommendations from  
10 other Members to establish a prioritized list of qualifications in selecting a candidate to fill the  
11 specific position under consideration.

12  
13 The Search Committee shall solicit names of candidates from the Pastoral Staff, the national and  
14 district staff of the EFCA, the congregation, and other sources. The Search Committee shall be  
15 responsible for investigating the background and qualifications of candidates.

16  
17 Those candidates who meet the criteria established by these Bylaws and the Search Committee  
18 shall be placed on a list from which one candidate will be selected and invited for more  
19 thorough interviews and evaluations.

20  
21 After being selected by the Search Committee, the candidate shall be presented to the Board of  
22 Elders for approval. Both the Search Committee and the Board of Elders must approve the  
23 candidate by no less than a 3/4 (75%) majority vote before the person may be presented to the  
24 congregation for affirmation.

25  
26 Information about the approved candidate must be presented to the congregation for no less  
27 than two weeks previous to a personal visit by the candidate and his family. Congregational  
28 evaluation shall include opportunities for personal contact, preaching, or other activities  
29 appropriate for the position being filled.

30 Acceptance of the candidate for Pastoral Staff shall be by a vote of the Church Membership at  
31 an Annual Business Meeting or Special Church Meeting announced and conducted in

1 accordance with Article V of these Bylaws. Those who are accepted as Pastoral Staff shall be  
2 formally presented to the congregation.

3 All Pastoral Staff members shall be called for an indefinite term of service and shall, with their  
4 spouse, become Regular Church Members upon acceptance of a Pastoral Staff position.

### 5 **Section 3 – Responsibilities**

6

7 Senior Pastor:

8 The Senior Pastor shall be responsible for his area of ministry as defined by the Board of Elders  
9 and approved by the congregation. These duties include:

10

- 11 • He shall preach regularly at scheduled services, administer the ordinances of the  
12 Church, care for the spiritual needs of the Church, and train its Members for  
13 Christian living and for the work of the ministry. (Acts 6:4; Ephesians 4:11-12; 2  
14 Timothy 4:2-5; Ephesians 4:11-13; 1 Peter 5:1-3)
- 15 • He shall be responsible for coordinating the ministries of the Deacons and the  
16 Pastoral Staff.
- 17 • He shall be a member of the Board of Elders and an ex-officio member of all other  
18 boards, committees, and organizations. He cannot be elected to any other Office in  
19 the Church. He may delegate his ex-officio status to another member of the  
20 Pastoral Staff or the Board of Elders for participation in any meeting.
- 21 • He shall present a written report at each Annual Business Meeting summarizing the  
22 progress of the Church during the past year and proposing goals for the future  
23 development of the ministry.
- 24
- 25 • He shall perform such other duties in connection with the work of the Church as  
26 shall be delegated to him by the Board of Elders.

27

28 When neither a Board of Elders nor the Leadership Council has been constituted he shall select a  
29 committee to evaluate the candidate(s) for Elder and/or non-Elder Council member and submit

1 the names of candidates for such offices to the Church Membership.

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3 Associate Pastors:

4 An Associate Pastor shall be responsible for the area(s) of ministry as defined by the Board of  
5 Elders and approved by the Church Membership.

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#### **Section 4 – Accountability**

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9 Each member of the Pastoral Staff shall abide by the Word of God in his life, teaching and  
10 preaching, and guard his conduct so as to be esteemed a mature and godly person respected in  
11 the congregation and in the community. (1 Corinthians 3:10; Ephesians 5:15; 1 Timothy 4:16;  
12 Luke 2:52)

13

14 He shall be careful to carry out his assigned responsibilities to the best of his ability, according to  
15 the abilities which God has given him. (Luke 12:48; 1 Timothy 6:20; Colossians 1:25-29)

16

17 He shall be accountable to the Board of Elders for his personal walk with God, his character, and  
18 for encouraging the growth and spiritual development of the Church. (2 Timothy 1:14; Proverbs  
19 18:1; Colossians 1:28; Ephesians 4:15)

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#### **Section 5 – Resignation**

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25 A Pastoral Staff Member may resign upon ninety days notification in writing by the Staff  
26 Member to the Board of Elders. By mutual agreement of the Staff Member and the Board of  
27 Elders the notification period may be shortened. Consideration shall be given by the Board of  
28 Elders to the cause and alternatives prior to accepting a resignation. Resignations shall be  
29 considered final when accepted by the Board of Elders. Any Member of the Pastoral Staff who is  
30 unable to fulfill the duties of his office or does not regularly attend the services of the Church  
31 shall be asked to resign by the Board of Elders.

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**Section 6 – Dismissal**

All action to dismiss a member of the pastoral staff shall be directed to the Board of Elders for its consideration. Any recommendation for dismissal by the Board of Elders shall be presented to the Church Membership for its consideration at a Special Church Meeting. Approval of the dismissal of a member of the pastoral staff shall be by a vote of the Church Membership at a Special Church Meeting announced and conducted in accordance with Article V of these Bylaws. The Board of Elders shall immediately notify the congregation and affected pastoral staff of the dismissal. The staff member shall not be present at this meeting.

The member of the pastoral Staff may submit his resignation to the Board of Elders at any time during the proceedings.

In the case of serious disciplinary problems the Board of Elders shall be empowered to relieve the staff member of his duties until the dismissal process is completed.

**Section 7 - Interim Senior Pastor**

When a vacancy occurs in the Senior Pastorate, an Interim Pastor may be named by the Board of Elders to provide continuity of pastoral and teaching ministry. The Interim Pastor will assume the regular responsibilities of the Senior Pastor during the interim period. Temporary changes in procedures or staffing may be necessary and shall be presented by the Interim Pastor to the Board of Elders for their consideration and action.

**Article IV – Deacons**

**Section 1 – Definition**

The title Deacon is derived from the Greek word *diakonos*, meaning *servant*. In principle, a Deacon’s role is drawn from Acts 6:2-6, where Elders appointed others to assist the church in

1 meeting needs so they might devote themselves to prayer and ministry of the Word. Types of  
2 ministries that may be managed or led by Deacons include:

- 3
- 4 • Benevolence Ministry
- 5 • Missions and Outreach
- 6 • Treasurer and Finance Assistant
- 7 • Care for widows
- 8 • Usher and Communion Preparation
- 9 • Building and Property Maintenance
- 10 • Hospital Visitation

## 11 **Section 2 – Qualifications**

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13  
14 Deacons shall be Members who subscribe to and live in accordance with biblical principles.

15 Deacons will be:

- 16
- 17 • Men and/or women
- 18 • Willing to serve (Mark 10:43-45)
- 19 • Meet the character qualifications established in 1 Timothy 3.

20  
21 Deacons must adhere to the Statement of Faith, Constitution, and Bylaws of the Church.

22 A training process for Deacons may be established and conducted by the Board of Elders or the  
23 current Deacons.

## 24 **Section 3 – Term and Selection**

25  
26  
27 Deacons shall serve an indefinite term. The approval of new Deacons shall be made at the  
28 Annual Business Meeting or Special Church Meeting. The Board of Elders shall establish a  
29 process for regular evaluations, sabbaticals, and temporary terms.

30  
31 Deacon candidates may be nominated by the congregation, the Board of Elders, or by the  
32 candidates. The submission of names to the Board of Elders shall be in writing.



1  
2 Deacon candidates may remove their names from the list of nominees if they know they do not  
3 meet the qualifications set forth in Scripture or are not willing to serve.

4  
5 Members shall express concern about a Deacon candidate to the Board of Elders in writing. It  
6 should be kept in mind no human being is perfect; an attempt to find a candidate without flaw is  
7 impossible. Deacon candidates shall be spiritually mature and have lives marked by balance,  
8 consistency, and self-control.

9  
10 The Board of Elders will submit the names of the approved Deacon candidate(s) in writing to the  
11 congregation four weeks prior to the Annual Business Meeting or Special Church Meeting.

12 Appointment of an applicant for Deacon shall be by a vote of the Church Membership at the  
13 Annual Business Meeting or Special Church Meeting announced and conducted in accordance  
14 with Article V of these Bylaws.

#### 15 **Section 4 – Responsibilities**

16  
17 Deacons will seek the Lord’s leading as they serve the Church. Deacons shall partner with Elders  
18 to accomplish ministry tasks, as needed.

19 Deacons, individually and/or corporately, will be:

20  
21 Gifted. He/She must be spiritually gifted to serve the Church. He/She shall be wise,  
22 dignified, and a tested individual. (Acts 6:3; 1 Timothy 3:8-10)

23 Growing Believer. He/She must be a maturing Christian whose life is marked by spiritual  
24 fruitfulness. (Galatians 5:16-25)

25 An Example. He/She shall serve as an example of servant leadership. (1 Corinthians  
26 11:1; Philippians 3:17; 1 Peter 2:21)

27 Accountable. He/She shall be accountable to the Board of Elders as the senior  
28 leadership of the Church, to the Church, and to Jesus Christ for actions and decisions.

29 Deacons are encouraged to evaluate each other on an informal ongoing basis as part of  
30 their love and commitment to one another. These efforts can also be accomplished  
31 with other Church leaders. (Ephesians 5:21)

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**Section 5 – Resignation and Dismissal**

A Deacon may resign at any time during his/her term; he/she has the freedom to do so by his/her own initiative and without pressure. This could result from acknowledged persistent and unrepentant sinful behavior, is unwilling or unable to carry out the responsibility, poor physical/mental health, or departure from the local community.

A Deacon shall be dismissed if he/she ceases to fulfill the biblical qualifications of a Deacon or the responsibilities of his/her office described in the Bylaws. He/she may also be asked to step down if Church oversight responsibilities add too much pressure to personal life. The dismissal process will be overseen by the Board of Elders.

**Section 6 – Meetings**

Deacons may organize meetings for the purpose of discussing Church ministries. No regular meetings are required except the frequency shall be sufficient to accomplish assigned tasks. Deacons, either individually or corporately, may be periodically asked to meet with the Board of Elders. The congregation will be notified of open meetings and encouraged to attend. The Board of Elders will notify the congregation of meetings by providing verbal or written announcements so information is available at least one week in advance of the meeting.

**Article V – Congregational Meetings**

**Section 1 – Annual Business Meeting**

There shall be an Annual Business Meeting held in January of each year. The date and time of such meeting shall be set by the Board of Elders so as to allow for the preparation of annual reports to the Church. The date and proposed agenda of the Annual Business Meeting shall be announced in advance at four consecutive weekly Church services.

1 The purposes of the Annual Business Meeting are:  
2

- 3 • To vote on the acceptance of new Church Members.
- 4 • To vote on the appointment of Elders.
- 5 • To vote on the acceptance or dismissal of Pastoral Staff.
- 6 • To vote on the acceptance of Deacons.
- 7 • To vote on approval of the annual Church budget.
- 8 • To hear annual reports from such Boards, committees, or individuals deemed  
9 necessary by the Board of Elders.
- 10 • To hear or vote on any other matter deemed necessary by the Board of Elders.

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13 **Section 2 – Special Church Meetings**

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15 A Special Church Meeting may be called by the Board of Elders as provided for in these Bylaws  
16 or to hear or vote on other matters that the Board of Elders deem necessary to address before  
17 the next Annual Business Meeting. The time and proposed agenda for such meetings shall be  
18 announced in advance at two consecutive weekly Church services.

19  
20 **Section 3 – Conduct of Meetings**

21  
22 The Annual Business Meeting and all Special Church Meetings shall be presided over by the  
23 Senior Pastor or other individual appointed by the Board of Elders. A quorum of Regular Church  
24 Members must be present in order to conduct any official Church business. The quorum for a  
25 meeting will be determined by the Elders at the meeting. Only Regular Church Members may  
26 vote on official Church business. Such votes shall be taken by secret ballot. A separate list  
27 containing the names and signatures of those voting shall be maintained. The positive vote of  
28 2/3 (66%) of the Regular Members present at any Church meeting shall be necessary to  
29 constitute a vote of approval on any issue. Votes by proxy will only be allowed by approval of  
30 the Elders prior to the meeting. Proxy votes will be submitted in writing.

31  
32 All participants at the Annual Business Meeting and Special Church Meetings shall conduct  
33 themselves in an orderly and scriptural manner. Church Members and non-members may  
34 attend the Annual Business Meeting, Special Church Meetings, and may participate in  
35 discussions related to any item under consideration.

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**Article VI – Church Budget**

An annual Church budget shall be prepared with the assistance of the Church Treasurer and Stewardship Team to be presented by the Board of Elders to Church Membership for approval at the Annual Business Meeting. A vote on the budget shall be announced and conducted in accordance with Article V of these Bylaws. The budget shall be published and made available to the Church at four consecutive weekly Church services in advance of the Annual Business Meeting. Any concerns by the congregation regarding the proposed budget shall be made in writing to the Board of Elders at least one week prior to the Annual Business Meeting.

After approval of the annual budget, the Board of Elders may at its discretion reallocate amounts in budgeted line items by increasing or decreasing the budgeted line item by no more than ten percent of that line item’s original amount. Such reallocation shall be accomplished by matching any amount of increase to an equal amount of decrease in another line item so that there is no overall increase in the total budgeted annual expenditure. Any such reallocations shall be published and made available to the Church as soon as is practicable.

Any reallocation of budgeted line items in excess of the above described amounts or any increase in the overall Church budget shall require the approval of Church Membership at a Special Church Meeting as provided in Article V.