Constitution and By-Laws

Crossroads Evangelical Free Church of Albert Lea, MN

Constitution and By-Laws revised August 2004
Constitution and By-Laws revised December 2006
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Constitution revised Dec 2009
Constitution and By-Laws revised December 2013
CROSSROADS CHURCH CONSTITUTION

ARTICLE I: NAME

The legal name of this church shall be Crossroads Evangelical Free Church of Albert Lea, Minnesota.

ARTICLE II: PURPOSE

The purpose of Crossroads Church is to prayerfully introduce people to Jesus, grow them to be like Jesus, care for others, minister to others, and to glorify God.

ARTICLE III: AFFILIATION

This church shall be a member of the North Central District Association of the Evangelical Free Church of America.

ARTICLE IV: STATEMENT OF FAITH

1. **God:** We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.

2. **The Bible:** We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

3. **The Human Condition:** We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God’s saving work in Jesus Christ can we be rescued, reconciled and renewed.

4. **Jesus Christ:** We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus—Israel’s promised Messiah—was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.

5. **The Work of Christ:** We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

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6. *The Holy Spirit:* We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service.

7. *The Church:* We believe that the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated two ordinances, baptism and the Lord’s Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

8. *Christian Living:* We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God’s Word, the Spirit’s power, and fervent prayer in Christ’s name, we are to combat the spiritual forces of evil. In obedience to Christ’s commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

9. *Christ’s Return:* We believe in the personal, bodily and premillennial return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.

10. *Response and Eternal Destiny:* We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

**ARTICLE V: MEMBERSHIP**

Section 1  Qualification

Any person who confesses faith in the Lord Jesus Christ, who has the assurance of salvation, whose conduct is in accord with his confession, who subscribes to the above Statement of Faith and who is willing to support the church with faithful attendance, prayer and contributions may become a member of this church, as provided for in the By-Laws.
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Section 2 Pastoral Staff

The calling of a Senior Pastor or other pastoral staff member, including their spouse, into ministry in the church shall concurrently include acceptance into membership in the church.

ARTICLE VI: AUTHORITY

The body of members who compose this church is the legislative and governing entity of this organization, as provided for in the By-Laws.

ARTICLE VII: GOVERNMENT

Section 1 Annual Business Meeting

The Annual Business Meeting shall be held within one month prior to the end of the fiscal year.

Section 2 Business Meetings

A. Regular business meetings of the church shall be held annually, and at such times as are designated in the By-Laws.

B. Special meetings of the church may be called at any time by the Church Chair, by the Church Board, or by members of the church, according to the procedures set out in the By-Laws.

C. All business meetings of the church and of the Church Board shall be governed with common sense and Christian charity.

Section 3 Leadership

A. The primary elected leaders of the church shall be the Church Board.

B. The responsibility of the Board, on behalf of the Congregation, is to see to it that the church (1) achieves its purpose and (2) observes biblical standards.

ARTICLE VIII: PROPERTY

Section 1

This church shall have the power to receive, either by gift or purchase, and to hold such real, personal, or mixed property as is authorized by the laws of the state of Minnesota, and is deemed necessary for the business of the church, and shall have the power to dispose of property by mortgage, deed or otherwise.

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All such property shall be held in the name of the church. The Church Board shall have the power to receive, purchase, acquire, sell, lease, convey, mortgage, deed, or otherwise transfer REAL property of the church, but only after having been authorized by the Membership at a duly called business meeting. All contracts, notes, mortgage conveyances, assignments, leases, releases, and other documents and papers in behalf of the church shall be executed by the Church Board.

Personal property shall be received and disbursed at the discretion of the Church Board.

Section 2

In case of a division of the church (from which we pray God by His mercy to preserve us), the property of the church shall belong to those who abide by this Constitution.

Section 3

In case of dissolution of the church organization, the property shall be assigned to the North Central District of the Evangelical Free Church of America. The church shall be considered dissolved if so decided by the organization or when the church has not held an annual meeting for two (2) years.

ARTICLE IX: PROVISION FOR BY-LAWS

This church shall provide By-Laws for its government and administration. They shall not conflict with the Word of God or with this Constitution.

ARTICLE X: AMENDMENTS

Section 1

The Congregation may make changes or additions to the Constitution only at the Annual Business Meeting. Such changes must be submitted to the members in writing and adopted as a preliminary step at an annual meeting of the Congregation. At the Annual Business Meeting one (1) year following, the changes or additions may be fully adopted without change by a two-thirds (2/3) majority of the votes cast.

Section 2

The contents of Article IV cannot be changed, except in the event that the Evangelical Free Church of America should change its doctrinal statement.
CROSSROADS CHURCH BY-LAWS

ARTICLE I: MEMBERSHIP

Section 1  Admission

A. Qualification: Admission to membership in this church shall be according to the standards set forth in Article V of the Church Constitution, plus the following procedures and responsibilities.

B. Procedure: Each person desiring membership with the church must meet the following requirements:

1. Be at least 18 years old,
2. Complete the Membership Class,
3. Complete a written application, and
4. Appear before the Membership Committee appointed by the Elders.

The Elders shall submit to the church membership a list of the names of the applicants at least one week prior to Board action on the applicant’s request for membership. If any member has a valid, scriptural reason for the non-acceptance of an applicant, he/she shall appear immediately before the Elders to state such objections. All satisfactory candidates shall be recommended by the Elders to any Board meeting of the church for approval and admission. They shall be confirmed to membership by a majority of the Board members present.

The applicant shall not be present in the Church Board meeting while his/her application is being considered.

The accepted applicant shall be publicly accepted and welcomed into the membership at a subsequent regular worship service of the church.

C. Responsibility & Authority: All members should regard it their part and privilege to attend the services of the church as regularly as possible, and to use their gifts, spiritual and material, for the furtherance of the work of the church. The specific authorities given to membership to be exercised at business meetings are as follows:

1. Calling of Pastoral Staff
2. Confirmation of Elders, Church Board Members, Nominating Committee Members and Senior Pastor Search Committee Members
3. Ratification of the Annual Budget and Budget Increases
4. Approval of the sale, purchase, or mortgage of real property
5. Amendments to the Constitution and Bylaws
Section 2 Removal

A. Request for Removal:

A member of the church may request removal of his/her membership. After consultation with the member by a pastor or Elder, the Elders shall grant the request.

B. Inactive Membership:

1. Any member of this church, who, has not attended the regular services and supported the work of the church for a period of one year, shall be put on an Inactive Membership list. After one year on the inactive list, they shall be removed from membership. An inactive member shall not have voting privileges.

2. Whenever such inactive members shall again participate in the regular activities of the church for six (6) months, they shall have their names restored to the Active Membership roll upon the agreement and discretion of the Elders.

C. Church Discipline:

1. The Church Board shall develop a policy and process of church discipline for members, lay-leaders and ministerial staff based upon the scriptures. The Elders will implement the policy and process as needed.

2. All ministerial staff and confirmed leaders shall be disciplined according to the policy on church discipline. Any ministerial staff member or confirmed leader deprived of their membership shall immediately stop all functions of their position.

ARTICLE II: ORGANIZATION

Section 1 Church Board

A. The Church Board shall be confirmed by and be accountable to the Membership. It shall act as the representative policy-making body of the church and shall be responsible for the administration and operation of the church, except for matters reserved for the Elders and matters delegated to the staff. At all times the Church Board will assume the highest level of concern for their own spiritual growth and for the spiritual health and welfare of the Congregation.

B. The Church Board shall consist of eight (8) voting members.
By-Laws

1. They shall be individuals of mature spiritual experience and discipline, shall possess biblical qualities of leadership and character, and shall be people of prayer. Confirmed members shall be confirmed to terms of three (3) years, in such a manner that one-third (1/3) of the confirmed Board members are confirmed each year.

2. The membership of the Church Board
   a. Shall consist of four (4) Elders including the Senior Pastor, the Senior Associate Pastor, and two (2) additional male Elders from the Membership and confirmed by the Membership.
   b. Shall consist of four (4) additional Board Members from the Membership and confirmed by the Membership. Two (2) Board members shall be male and two (2) Board members shall be female.

C. The Church Board shall organize itself annually, choosing from among the Elders the positions of Church Chairman and Church Vice-Chairman and from among any of the remaining Church Board Members the position of Treasurer.

D. Resting Elder: An Elder whose term of service has expired will continue to be recognized as an Elder in a non-voting capacity and may be called upon by the Elders or Board as needed for wisdom and to anoint the sick with oil.

E. Limitations on Consecutive Years of Service
   1. No person shall serve more than six (6) consecutive years in the same confirmed office of the church. Nine (9) months or more of service during a fiscal year of the church shall constitute a year of service for purposes of this limitation on consecutive years of service.
   2. Persons ineligible to serve in a position as a result of having served six (6) consecutive years in that position shall again become eligible to serve in that position for up to six (6) consecutive years after being out of office for at least one (1) full year.

F. Conflicts of Interest
   1. No one shall hold more than one confirmed office simultaneously, except that the Church Vice-chairman, by his office, will also serve on the Nominating Committee while serving on the Church Board.
   2. Members of the Church Board shall not be directly related to another member of the Nominating Committee, member of the Church Board, or Staff.
By-Laws

Section 2 Church Officers:

The officers of this church shall be the Church Chairman, Church Vice-Chairman, Secretary and Treasurer. They shall represent the church in all legal matters.

A. Church Chairman: The Church Chairman shall preside at all meetings of the Church Board, Elders, and at all Business Meetings. He will assure the integrity and fulfillment of the Board’s process and, when necessary, may represent the Board to the Congregation and to outside parties. The job of the Chairman is to see that the Board operates consistently within its own rules and those legitimately imposed upon it from outside the organization. The Chairman has the responsibility and authority to set the agenda for meetings of the Elders and the Board.

B. Church Vice-Chairman: The Church Vice-Chairman shall be vice-chairman of the Elders, vice-chairman of the Church Board, a member of the Nominating Committee, and shall assume other duties as assigned by the Church Chairman. In the absence of the Church Chairman, he shall preside at meetings of the Church Board and Business Meetings.

C. Secretary: The Secretary shall keep the minutes of all business meetings of the church, be in charge of all church correspondence, and keep in good order such minutes, correspondence, and records as pertain to the office.

D. Treasurer: The Treasurer of the church shall maintain accounts showing the receipts, expenditures, and balances of each of the several funds of the church. In the absence of the Treasurer, the Church Board shall appoint an acting Treasurer. The Church Board will select some of their own as signatories. Signatories shall not be the Treasurer, or the Senior Pastor.

Section 3 Nominating Committee

Candidates for the Nominating Committee shall be nominated by the Church Board and confirmed at the Annual Business Meeting. The purpose and duty of the Nominating Committee is to present to the Membership the name of a qualified candidate for each confirmed office of the church, except the Nominating Committee. The Nominating Committee, at all times, is to serve to further the best interests of the church. The Nominating Committee shall be a standing committee and shall be comprised of Active Members in good standing.
ARTICLE III
CONFIRMATION OF CHURCH BOARD AND NOMINATING COMMITTEE

Section 1 Terms and Start of Office

A. Church Board members shall have three (3) year terms. There terms shall begin their term the first day of the month following the Annual Business Meeting.

B. Nominating Committee members shall have two (2) year terms. Terms shall begin their terms immediately following the Annual Business Meeting.

Section 2 The Nominating Committee

A. The Nominating Committee shall consist of five (5) members of the church, including the Church Vice-Chairman. Each member of the Nominating Committee, with the exception of the Church Vice-Chairman, shall be confirmed by the Membership for a term of two (2) years. Confirmed members of the Nominating Committee shall not be directly related to another member of the Nominating Committee, member of the Church Board, or Staff. The terms of the individual members of the Nominating Committee shall be staggered in such a manner that two new members are confirmed at the Annual Business Meeting of the church. The Church Vice-Chair shall call the first meeting of the Nominating Committee following the Annual Business Meeting at which time the Committee shall select its own Chair.

B. No confirmed member of the Nominating Committee will be permitted to serve two (2) consecutive two-year terms on the Committee. Should, however, a premature or otherwise unexpected vacancy occur on the Committee, an individual confirmed by the Membership to fill that vacancy may have served the prior term on the Committee. Provided that, in no event, will any individual be permitted to serve more than three (3) consecutive years on the Committee.

C. The Church Board shall present to the Membership the nominations for the Nominating Committee no later than two (2) Sundays prior to the Annual Business Meeting.

D. No current member of the Nominating Committee, with the exception of the Church Vice-Chairman, shall be eligible for nomination to any position in the church.

E. In the event of a vacancy, the Church Board will appoint an acting member to the Nominating Committee until the next Annual Business Meeting.
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Section 3 Confirmation Procedures for the Church Board

A. The Nominating Committee shall present to the Membership the name of a candidate for each office no later than two (2) Sundays prior to the Annual Business Meeting.

B. Once an initial gathering of candidates is completed, their names shall be submitted to the Pastoral Staff and the Church Board for review. The Pastoral Staff shall have advise and consent authority, and the Church Board shall have full veto power over each name.

C. All candidates shall have given their permission to place their names in nomination. The ballot shall clearly indicate the term of office for which nominations have been made. Once the final ballot has been posted publicly, no changes will be permitted, either prior to the Annual Business Meeting, or at the Annual Business Meeting in the form of nominations from the floor.

D. Voting shall be by closed ballot.

E. Members will have the opportunity to vote "yes" or "no" for each nominee. The nominee will be confirmed if he or she receives an affirmative vote from a majority of those who vote.

Section 4 Vacancies on the Church Board

A. Vacancies in office may be caused by resignation, by death, or by removal in accordance with the policy on church discipline.

B. In the event of a vacancy on the Church Board, the Nominating Committee shall nominate candidates for the confirmation to fill the vacancy.
ARTICLE IV
DUTIES AND RESPONSIBILITIES OF THE ELDERS AND CHURCH BOARD

Section 1 Elders

A. Shepherding the Flock

1. Pray for the church and anoint the sick with oil when called upon to do so.
2. Oversee the spiritual condition of the church.
3. Oversee membership process.
4. Oversee church discipline and sensitive matters within the church.
5. Serve as last appeal in resolving conflict and disagreements in the church.

B. Leading the Church

1. Provide overall direction for the church.
2. Able to protect, clarify, determine, and teach doctrinal beliefs.
3. Serve as members of the Church Board.
4. Provide counsel and support for the call, ministry, and leadership of the Senior Pastor.

Section 2 Board Members

A. Policy: Establish policies that govern the functioning of the church.

B. Human Resources

1. In the absence of a Senior Pastor, oversee the selection process of the Senior Pastor and provide for the fulfillment of the Senior Pastor’s duties.
2. Oversee the selection process of pastoral staff in cooperation with the Senior Pastor or his designee.
3. Provide supervision of, accountability for, and protection of, the Senior Pastor.
4. Hire Ministry Directors in cooperation with the Senior Pastor and Senior Associate Pastor.
5. Establish fair compensation and benefits for all Staff in cooperation with the Senior Pastor and Senior Associate Pastor.
6. Non-pastoral Board members shall serve as a Council of Appeal for members of the church staff who are supervised by the Senior Pastor or Senior Associate Pastor.
By-Laws

C. Finances

1. The Church Board will present a balanced budget proposal, based on realistic and historical giving projections, to the Annual Business Meeting of the Membership. The Church Board may also present a tiered budget to demonstrate budget priorities should congregational giving be greater than anticipated.

2. The Church Board may not sell or mortgage any real property of the church without membership approval.

3. The Church Board may not sign any instruments of indebtedness in excess of 7% of the total annual budget without membership approval; nor shall the cumulative total of such instruments exceed 7% of the total annual budget without membership approval.

4. When the Church Board does sign an instrument of indebtedness of any amount, they shall notify the members of their action.

5. The Church Board may not make loans to any individual or organization of any kind without membership approval.

D. The Church Board will act as a Board of Trustees in such matters as required by the State of Minnesota or federal law.

E. Self Governance

1. The Church Board will enforce policy relative to its own members’ attendance, preparation, policy-making principles, respect of roles, and ensuring continuance of leadership capability.

2. Individual Church Board members are neither representatives of, nor overseers of, certain individuals or groups within the Congregation.

ARTICLE V: BUSINESS MEETINGS

Section 1 Regular Business Meetings

A. The Annual Business Meeting: The Annual Business Meeting of the church shall be held in the month of August. Notice of the Annual Business Meeting shall be publicized by the Church Board at least two (2) Sundays in advance of the meeting.

B. The Semi-annual Business Meeting: The Semi-annual business meeting shall be held in the month of February. Notice of the Semi-annual business meeting shall be publicized by the Church Board at least two (2) Sundays in advance of the meeting.
Section 2  Special Business Meetings

Special business meetings may be called by the Senior Pastor, the Church Chairman, by the Church Board, or by the members of the church through a petition signed by fifteen percent (15%) of the members of the church. The time, place, and purpose of such a special business meeting shall be communicated to all members of record, one (1) week in advance of the date of the proposed meeting.

Section 3  General Business Procedures

A. Fiscal Year: The fiscal year shall be September 1 to August 31.

B. Quorum Requirements and the Conducting of Business at Business Meetings: Twenty (20) or more of the Active Members of the church shall constitute a quorum necessary for the transaction of business at any business meeting called according to the provisions of the Constitution and the By-Laws of the church.

C. The Annual Business Meeting

1. The Annual Business Meeting’s agenda shall be set by the Church Board and shall include a financial review and ministry review of the church's previous year.

2. Confirmation of Nominees: Confirmation of nominees shall be held during the Annual Business Meeting. The results of the confirmation vote shall be announced before the meeting is adjourned.

3. The Annual Budget: The annual budget shall be voted on for adoption during the Annual Business Meeting. Prior to its presentation for adoption, the Church Board shall host a town hall meeting to discuss the budget. This meeting shall take place at least two (2) weeks prior to the Annual Business Meeting.

D. Meetings to consider the calling of a Senior Pastor or Associate Pastors shall be called and conducted according to the procedures outlined in Article VI of these By-Laws.

E. Business meetings to consider the sale, purchase or mortgage of real property or the incurring of indebtedness by the church shall be called and conducted in accordance with the laws of the State of Minnesota.

F. Qualification of Voters: All matters of church business shall be voted on by Active Members.
ARTICLE VI: SALARIED PERSONNEL

Section 1  The Senior Pastor

A. Qualification and Responsibilities

1. Spiritual Leadership: The Senior Pastor shall be the spiritual leader of the church. The Senior Pastor shall fulfill the qualifications for office stated in I Timothy 3:1-7 and Titus 1:5-9; and in particular the duties of teaching and exhorting from the Word, leading in public worship and prayer, and providing visionary leadership to the church as it seeks to minister in its community and to reach out into the broader world with the message of Jesus Christ. The Senior Pastor shall administer or supervise the administration of the ordinances of Baptism and the Lord's Supper, and shall lead the members of the church by example by modeling practical Christian living. The Senior Pastor shall be, or shall become, an ordained minister in agreement with the faith and practices of the Evangelical Free Church of America. The Senior Pastor shall have freedom of the pulpit, under guidance of the Holy Spirit.

2. Church Staff Leadership: The Senior Pastor shall direct the pastoral staff, providing counsel, encouragement, and Christian discipline, so far as to assist in the accomplishment of the objectives established for each member of the pastoral staff. The Senior Pastor or his designee shall annually evaluate the performance of the other pastoral staff, as well as the performance of any interns working at the church. The Senior Pastor or his designee shall also direct the non-pastoral staff. The entire pastoral staff and non-pastoral staff of the church shall be responsible to the Senior Pastor, either directly or through another supervising staff member appointed by the Senior Pastor. The Senior Pastor shall represent the staff of the church before the Church Board.

3. Administrative Leadership: The Senior Pastor shall be a voting member of the Church Board and an ex officio member of all committees and all ministries of the church. The Senior Pastor shall faithfully and diligently work toward the establishment and the accomplishment of the objectives of the church, in conjunction with the Church Board, working through the staff, and ministries of the church. The Senior Pastor shall be expected to regularly attend the business meetings of the church, the meetings of the Elders, Church Board, and the meetings of the pastoral staff.

4. The Senior Pastor is directly accountable to the Church Board.
B. Calling a Senior Pastor to the Church

1. Selection of the Pastoral Search Committee: When it is necessary to call a Senior Pastor, a Pastoral Search Committee of seven (7) members shall be formed. The members shall be nominated by the Church Board and confirmed by the Membership. The Church Board shall appoint a chair from among the seven (7) Search Committee Members.

2. Procedure of the Pastoral Search Committee: The Pastoral Search Committee shall compile a list of possible candidates, using whatever resources it may have at its disposal, including suggestions from members of the church; shall investigate the qualifications of the candidates; and shall continue its study and evaluation of the candidates until it reaches a consensus on one candidate for presentation to the church. The Pastoral Search Committee shall give regular reports to the Church Board and the Congregation on its progress. The Search Committee shall plan an opportunity for the Congregation to meet the candidate in person. The service of the members of the Pastoral Search Committee shall be completed after the installation service.

3. Voting to Call a Senior Pastor: The calling of a Senior Pastor shall take place at a specially called business meeting with the time and the purpose of the business meeting announced in a suitable manner and as far in advance as possible. Only one candidate shall appear on any one ballot, and the voting shall be by closed ballot with a vote of 85% in favor of the candidate necessary to constitute a call.

4. The Elements of the Call: The call to serve as the Senior Pastor of the church shall include a position description and conditions of service which shall be prepared by the Church Board. The elements of the call shall be approved by the church at the same time and in the same manner as the candidate.

C. Termination of Service

1. Resignation: When a Senior Pastor chooses to terminate service to the church, the Senior Pastor shall present a letter of resignation to the Church Board. The Church Board shall present a recommendation to the church regarding the acceptance of the resignation, and regarding the effective date and the terms of the dissolution of the relationship between the Senior Pastor and the church.

2. Grievances against the Senior Pastor: Any member of the Congregation who has grievances against the Senior Pastor shall first make every effort to follow the biblical guidelines for confronting a brother as presented in Matthew 18:15-17. After confronting the Senior Pastor alone and then
with another, the aggrieved person may present the issue to the Church Board for consideration of the next step. The Church Board, at that time, may form an Ad Hoc Committee to investigate the grievances and report back to the Church Board their findings. After investigation, the Church Board may choose to:

a. Present the matter to the church at a specially called business meeting to which the members of the church have been informed at least one week before the meeting. At the meeting, the Senior Pastor shall be given an opportunity to respond to the matters set out in the grievance. Voting shall be by closed ballot, and a two-thirds majority of the votes cast shall be sufficient to terminate the Senior Pastor's services. Such termination shall occur immediately upon an affirmative vote by the Membership to terminate the Sr. Pastor’s services.

b. Handle it privately, through admonition, counsel, or other non-terminatory actions deemed appropriate by the Church Board.

c. Decide there are insufficient grounds for further action.

3. Gross Negligence: In the case of gross negligence, gross incompetence, moral failure or criminal actions by the Senior Pastor, the Church Board may elect for immediate termination. This will require a two-thirds (2/3) vote of the Church Board, excluding the Senior Pastor. Such termination shall occur immediately upon an affirmative vote by the Church Board to terminate the Senior Pastor’s services. The Membership shall be advised of this Church Board action in writing. For legal reasons, some or all of the specifics of this action may not be divulged to the Membership.

Section 2  Associate Pastors

A. Qualifications and Duties: Pastoral Staff shall meet the qualification as set forth in their job descriptions. Associate Pastors are members of the Ministry Staff. They shall be under the supervision of the Senior Pastor, or his designee, and shall cooperate with the Senior Pastor in carrying out the duties and the privileges of their offices in accordance with the conditions of their calls to office, their job descriptions, the Constitution, and the By-Laws.

B. Calling of Associate Pastors

1. Upon the approval of a budgeted Ministry Staff position, the Senior Pastor, with advise and consent of the Church Board, shall determine the best manner for interviewing for that position and shall also determine the terms of his/her employment and his/her specific job description.
2. The calling of an Associate Pastor shall take place at a specially called business meeting with the time and the purpose of the business meeting announced in a suitable manner and as far in advance as possible. Only one candidate shall appear on any one ballot, and the voting shall be by closed ballot with a vote of 85% in favor of the candidate necessary to constitute a call.

3. Termination of a Ministry Staff position shall be determined by the Senior Pastor with advise and consent of the Church Board.

Section 3 Ministry Directors

A. Qualifications and Duties: Ministry Directors shall meet the qualification as set forth in the job descriptions and are members of the Ministry Staff. They shall be under the supervision of the Senior Pastor, or his designee, and shall cooperate with the Senior Pastor in carrying out the duties and the privileges of their offices in accordance with the conditions of their calls to office, their job descriptions, the Constitution, and the By-Laws.

B. Hiring of Ministry Directors

1. Upon the approval of a budgeted Ministry Director position, the Senior Pastor, with advise and consent of the Church Board, shall determine the best manner for interviewing for that position and shall also determine the terms of his/her employment and his/her specific job description.

2. The hiring of Ministry Staff shall be finalized by the Church Board at the recommendation of the Senior Pastor and Senior Associate Pastor.

3. Termination of a Ministry Staff position shall be determined by the Senior Pastor with advise and consent of the Church Board.

Section 4 Support Staff

Upon the approval of a budgeted Support Staff position, the Senior Pastor, or his designee, shall determine the best manner for interviewing for that position, shall also determine the terms of his/her employment and his/her specific job description, and approve the hiring of the Support Staff member. The Senior Pastor, or his designee shall determine the termination of Support Staff.
ARTICLE VII: AMENDMENTS

Section 1  Proposed Amendments

Amendments to these By-Laws may be proposed through formal motion at any Regular Business Meeting of the church, but may not be voted upon until the next Regular Business Meeting of the church.

Section 2  Informing the Membership

Notice of all proposed amendments to these By-Laws shall be provided to the Membership, along with a copy of the proposed amendments. A copy of the proposed amendments shall be provided to all the Active Members of the church at least two (2) weeks before the meeting at which the amendments shall be voted on.

Section 3  Voting

An affirmative vote by a simple majority of the Active Members present at the meeting shall be required for adoption of the proposed amendments.