

FILLMORE CHRISTIAN CHURCH CONSTITUTION & BY-LAWS



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Sign Name

Print Name

FOR EXAMPLE ONLY

Please place your name and
sign Master copy located at the Church.

FILLMORE CHRISTIAN CHURCH CONSTITUTION

ARTICLE I - NAME & LOCATION

The name of this Church Body/congregation shall be "FILLMORE CHRISTIAN CHURCH". It's principal place of address is 310 N. Florence St, Fillmore, Missouri 64449.

ARTICLE II - MISSION AND PURPOSE

SECTION 1: MISSION AND PURPOSE, GENERAL

The purpose of FILLMORE CHRISTIAN CHURCH is to help people know and become like Jesus and to reflect His love to others.

SECTION 2: MISSION AND PURPOSE, 501 C 3 STATUS

This congregation is organized as a Church, defined exclusively for charitable, religious, and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Revenue Code or Law), including, but not limited to, the establishment and maintaining of religious worship; the building, maintaining, and operating of Churches, parsonages, schools, chapels, radio stations, rescue missions, print shops, day-care centers, camps and nursing homes.

ARTICLE III - STATEMENT OF FAITH

SECTION 1: WE BELIEVE

A. THE BIBLE- The Bible is the authoritative reference on how to live and is the basis for Christian belief. The Bible is without error in its original writings. It is composed of sixty-six books of the old and new testaments. It is God's inspired word, written by men, but guided by the Holy Spirit. It is the source for Christian beliefs and living and is our "instruction book" for life.

B. GOD AND THE TRINITY- The one God is the creator and ruler of the universe, perfect in love and righteous in all His ways. God exists eternally in three persons (the Trinity): Father, Son, and Holy Spirit.

C. JESUS- Jesus, having been born of the virgin Mary, is God in flesh. Jesus is fully God and fully man. On earth, He lived a sinless, perfect life and offered his life on the cross as a sacrifice for the sins of man so that we could have salvation. On the third day after his crucifixion, He physically rose from the grave to demonstrate His power over sin and death. Jesus ascended to Heaven where He intercedes for us. Jesus will return to earth at His Second Coming at a future time. Jesus Christ is the only mediator between God and man.

D. HOLY SPIRIT- Christ lives and works inside of the believer through the Holy Spirit. The Holy Spirit provides the Christian with power for living, understanding for spiritual truth, and guidance for doing what is right. When Christ ascended to heaven He did not leave the Christian on his/her own; He sent the Holy Spirit to guide the believer. It is through the ministry of the Holy Spirit in the believer's life, that he/she is enabled to live a Godly life characterized by the fruits of the Spirit.

E. MAN AND SIN- Man was created in the image of God to have a relationship with Him. However, man fell into sin, thereby being separated from God. Each person is born with a sin nature and falls short of God's standard. One is unable through human effort apart from the working of the Holy Spirit to please God and save himself/herself from the consequences of his/her sin.

F. SALVATION- One is saved by faith alone. Only by accepting Jesus Christ as God's sacrifice to pay the penalty for sins can one have eternal salvation. The Christian is not saved by works or deeds or by participating in religious activities. Only by God's grace is one saved from the wages of sin which is death.

G. CHRISTIAN GROWTH- After the initial salvation experience, the Christian is to continue to grow in the knowledge of Jesus Christ and to experience Him as a daily reality. Through the Holy Spirit's working in one's life, the Christian is to work on obedience to Scripture. The Christian is not merely to understand Christ's teachings, but is also to live and demonstrate them.

H. ORDINANCES-

An Ordinance is an out word rite appointed by Christ to be administered in the Church as a visible sign of the saving truth of the Christian faith.

1. **Baptism-** Baptism is an outward symbol of an inward transformation which begins when one receives Jesus Christ into his/her life. Water is used as a symbol of the cleansing of sin.

2. **Lord's Supper-** We also celebrate the Lord's Supper which serves as a symbolic remembrance of what Jesus Christ accomplished on the Cross.

I. ETERNAL STATUS- Jesus Christ will come again to judge all people. Those who have believed will enter into everlasting joy with the Lord (heaven); those who have not believed will enter into everlasting punishment (hell).

ARTICLE IV - PROPERTY

SECTION 1. STATUS OF PROPERTY

This Church shall have the power to receive, either by gift or purchase, and to hold such real, personal, or mixed property and shall have the power to dispose of such property by mortgage, deed, or otherwise. All such property shall be held in the name of the Church.

SECTION 2. DISSOLUTION OR MERGER

Dissolution or merger of the Church may occur after a 2/3's majority vote of Members present at a meeting properly called for that purpose. Subsequent notice will be given to the State of Missouri in accordance with current law, including the effective date of dissolution or merger. Upon dissolution or merger and payment of creditors, any assets of the Church Body shall be distributed to one or more organizations recognized by the Internal Revenue Service as not-for-profit, and similar to the Church in faith and practice.

SECTION 3. MONETARY & GIFT STATUS

No part of the net earnings and/or receipts and gifts of this Church Body shall ever inure to the benefit of any donor, Member, director, officer of the Church or any private individual; and no donor, Member, director, officer of the Church, or any private individual shall be entitled to share in the distribution of any of the Church assets.

ARTICLE V - AUTHORITY**SECTION 1. GENERAL**

Jesus is the head of this Church. Each Member of this Church shall be responsible to follow Him in accordance with Scripture. The government of this Church is vested in this

Church Body comprised of believers and is executed through the Leadership Team who shall have oversight of the Church according to the authority given within this Constitution and Bylaws.

ARTICLE VI - AMENDMENTS**SECTION 1. AMENDMENTS TO CONSTITUTION**

Amendments to this Constitution shall be proposed by the Leadership Team and upon approval by them shall be submitted to the Church Body at any duly called business meeting. They shall be effective upon 2/3's vote of the membership at any duly called Business meeting.

FILLMORE CHRISTIAN CHURCH BY-LAWS

ARTICLE 1 - MEMBERSHIP**SECTION 1: QUALIFICATIONS &****MEMBERSHIP ADMISSION**

Membership in this Church Body shall be open to any person who confesses personal faith in Jesus Christ as Savior, and Lord, has been baptized and earnestly desires to live in obedience to Scripture, is in agreement with the purposes of this Church, and is willing to abide by the provisions of this Constitution and Bylaws. A person desiring membership in this Church Body shall present themselves to the Church during any worship service. Upon presentation to the Church Body those Members present that day shall mutually recognize the membership of that person.

A. GENERAL- All persons who have been baptized as a believer in Christ regardless of the method qualify for membership without re-baptism.

B. SUMMARY- If the person has not been baptized previous to recognition of membership such membership will be pending baptism. In this situation the mode of Baptism shall preferably be immersion. In certain situations, as approved by the Elders, Baptism may be considered by other modes.

SECTION 2: ACCOUNTABILITY

The Leadership Team in consultation with the Elders shall have the responsibility for insuring accountability of Members to the principles of the following passages: Matthew 18:15-18, Galatians 6:1-2, 1st Corinthians 5. Acceptance of membership into the congregation, as well as regular attendance at this Church, implies consent to be placed under accountability guidelines.

SECTION 3: TERMINATION OF MEMBERSHIP

A Member may be removed from the Church membership for any one of the following reasons:

A. DEATH- Death of member.

B. CHURCH DISCIPLINE- Exclusion as the result of Church discipline. It is right to exclude from this fellowship any person who holds false and heretical doctrine, or who

lives inconsistently with Christian practice, or any person who would disturb the peace and unity of the Church (1st Corinthians 5:11, 2nd Thessalonians 3:6, Titus 3:10-11, Matthew 18:15-18).

C. MEMBER REQUEST- Written request from Member.

D. ABSENCE- Habitual absence for six months without plausible reason or privilege.

E. SUMMARY- Should termination be determined according to any reason given above the Elders shall report this to the Leadership Team who shall vote upon their recommendation. The Church secretary, if termination is approved, shall then remove the person from membership and include this in the yearly report to the Church Body.

SECTION 4: STATUS

A. MEMBER- Anyone who has satisfied the requirements for membership per this Constitution and Bylaws and who is 18 years or older of age.

B. ASSOCIATE MEMBER- Anyone who has satisfied the requirements for membership and (1) who is younger than 18 years of age OR (2) who maintains an affiliation with another Church as a home Church. Associate Members have all the rights and privileges of Member, except they are not eligible to vote.

ARTICLE II - GOVERNMENT**SECTION 1: GENERAL STRUCTURE**

A. BASIC GOVERNMENTAL STRUCTURE- The affairs of this Church Body is ultimately vested in the congregation which grants the Leadership Team day to day oversight. The Leadership Team, in all endeavors, is accountable to the Church Body.

The Leadership Team is made of up of the following Leadership Groups: Elders, Deacons/Deaconesses, Trustees, Church Secretary, and Treasurer (see Article II, Section 3). The afore mentioned Leadership Groups shall be responsible for all designated areas as defined within this Constitution and Bylaws.

B. MINIMUM QUALIFICATIONS FOR ALL LEADERSHIP POSITIONS-

1. All persons in leadership positions shall meet the below qualifications. In some situations these may be greater in scope such as Elders and Deacons/Deaconesses.

2. Qualifications-

He/She shall be at least 18 years old and exhibit the following Characteristics:

- a. ...must be a participating Member of Fillmore Christian Church.
- b. ...must also have an understanding and be in agreement with the Statement of Faith, Constitution and By-Laws of Fillmore Christian Church.
- c. ...is trustworthy, respected in the community, and exemplifies Christ in his/her daily life.
- d. ...should possess a servanthood attitude toward God and others.
- e. ...must see others as valuable to the Lord and basically equal in His sight.

C. CHURCH RECOGNITION OF LEADERSHIP- The Leadership Groups which include, Elders, Deacons/Deaconesses, Trustees, Church Secretary, and Treasurer shall be recognized with prayer yearly at any worship service as soon after the first of each calendar year as possible.

SECTION 2: LEADERSHIP TEAM

A. OVERSIGHT- The Leadership Team is responsible for the day to day management of the Church which includes, but is not limited to all financial decisions, obligations and budgets. The Leadership Team shall be comprised of the Elders, Deacons/Deaconesses, Trustees, Church Secretary and Treasurer.

B. SELECTION- The Elder(s) and Deacon(s) will submit names of qualified persons for the selection of all leadership positions to the Leadership Team who shall vote on each person. Those persons names who are approved by the Leadership Team based upon simple majority will then be submitted to the Church Body at any called meeting of the congregation. The Church Body will vote on each person by written ballot. Selection approval of the process of voting is based upon a simple majority. This shall be accomplished yearly for all Members of Leadership Groups.

C. MEETINGS- The Leadership Team shall meet at the minimum every other month but may meet more often as needed. All persons of the Leadership Team shall be notified prior to any meeting being held.

1. Members of the congregation may attend meetings of the Leadership Team but will not have voting privileges. If a meeting of the Leadership Team contains a matter of confidential nature, or is sensitive in nature, those person(s) not part of Leadership Team shall be asked to vacate the meeting area during that time.

2. Decisions by the Leadership Team shall be by consensus unless a vote is required. In case of a vote a simple majority shall rule.

3. Chairperson & Vice-Chairperson- The Leadership Team shall yearly by nomination and vote select a Chairperson &

Vice-Chairperson. The Chairperson shall moderate at all called meetings and in that persons absence the Vice-Chairperson shall perform that responsibility. The person moderating will not have a vote but shall be allowed to vote in the event of tie.

a. The meeting shall consist of: Prayer, short devotion, reports of Elders (including Pastor's report), Deacons/Deaconesses, Trustees, Church Secretary, Treasurer (financial) and Pastor/Staff, old business, new business and any other items so deemed important.

b. Notes of each meeting shall be taken and posted for Members of the Church Body in a prominent location within the Church building.

SECTION 3: LEADERSHIP GROUPS

A. ELDERS-

1. Explanation: When Elders are mentioned in the Scriptures it is always in a multiplicity sense. They were also the Spiritual leaders. This Church recognizes this fact and therefore the Elders will have the Spiritual care and keeping responsibilities of the Church Body. As a body they operate in unison as servant leaders of the Church. The Pastor(s) is included in the Elders classification according to the Scriptures and therefore is part of this body. No one person, including the Pastor, is more important than the other as all are equal in this position as each person has unique gifts to fulfill the work of the ministry.

2. Qualifications: Elders shall meet both the minimum qualifications (see- Article II, Sec 1, B, 2) and those given in the Scriptures (see 1 Timothy 3 & Titus 1).

3. Number: The number of Elders will be determined by the Elders and the Leadership Team based upon need and persons who are qualified to serve in those capacities as defined within this Constitution and By-Laws. This will be assessed, at a minimum, on a yearly basis.

4. Responsibilities:

a. To oversee and guide the Spiritual direction of all aspects of the ministry. This may include, but not be limited to: teaching, discipling, counseling, encouraging and praying as each person is gifted by the Holy Spirit for the edification of the Church Body.

b. To establish and oversee ministry teams and/or persons as deemed necessary to fulfill the ministry of the Church. This would include but not be limited to Education, calling, etc. This will be done in cooperation with the Deacons/Deaconesses.

c. To examine and guide all aspect of the ministry of the Church to ensure faithfulness to the Scripture.

d. To review the offices of the Church on at least a yearly basis to determine whether they are adequately staffed. If the number of individuals is not sufficient they will seek qualified candidates and select those persons for approval as follows: (1. they will be presented to the Leadership Team and if passed...

(2. will be presented to the congregation for approval on a simple majority.

5. Special, Pastor(s)-

a. As Pertains To the Senior Pastor & any other Pastor(s) the person shall have a shepherd's heart for the Church and the Savior's heart for the lost, who leads the Church toward maturity in Christ by way of teaching and example. They shall serve as an on-going Member of the Leadership Team and be accountable to the Elder(s), Leadership Team and ultimately to the Church Body according to this Constitution and By-Laws.

b. Qualifications. The Senior Pastor and any other Pastor(s) shall meet the requirements set forth in 1 Timothy 3, Titus 1 & 1 Peter 5:1-7.

c. Selection. The office of the Senior Pastor & any other Pastor(s) shall be filled by a person selected by the Leadership Team and affirmed by a 2/3's majority vote of the congregation. Upon selection of the Pastor(s) by the Leadership Team a written contract between the Pastor(s) and the Church Body shall be drafted and approved by both parties prior to the vote by the congregation. The contract shall be reviewed and approved annually by the Leadership Team.

d. Termination. The Senior Pastor & any other Pastor(s) may resign by giving a 60 day written notice. In case of moral lapse, theological problems or heresy they may be suspended contingent upon the circumstances, with or without pay from active leadership by a 2/3's majority vote of the Leadership Team. This suspension may be upgraded to removal by recommendation of the Leadership Team and a 2/3's majority vote of the membership at a business meeting. Upon termination the Senior Pastor & any other Pastor may be given up to a 90 day notice with or without benefits as agreed upon by the Church Body.

B. DEACONS/DEACONESSES-

1. Explanation: The Deacons/Deaconesses minister/serve under the direction of the Elders. They shall oversee and/or operate ministries of the Church as approved by the Elders.

2. Qualifications: Deacons/Deaconesses shall meet the same qualifications given in Article II, Section 1, B., 2, of the By-Laws

3. Number: The number of Deacons/Deaconesses will be determined by the Elders and approved by the Leadership Team based upon need and persons who are qualified to serve in that capacity according to #2 above. This will be assessed, at a minimum, on a yearly basis.

4. Responsibilities:

The Deacons/Deaconesses shall cooperate with the Elders in promoting the growth and welfare of the Church. They will handle matters as assigned which enable the Elders to fulfill their responsibilities as Spiritual leaders.

C. TRUSTEES-

1. Explanation: The Trustee's are the legal representatives of this Church Body who are entrusted to perform and execute all matters of legal nature as defined below.

2. Qualifications: shall meet the same qualifications given in Article II, Section 3, A, 2, of the By-Laws .

3. Number: The number of Trustees shall be three (3).

4. Responsibilities:

a. The Trustees shall have the right to purchase, hold, lease,

or otherwise acquire or sell any real and personal property by will, gift, or bequest on behalf of the Church. This also pertains to any and all other financial or legal matters including but not limited to borrowing, bonds, indebtedness insurance, ect.

b. The Trustees shall also be listed as signers on the Church check book and any bank accounts.

They shall monthly review the completed bank statements and financial statements as prepared by the Treasurer.

c. The Trustees shall meet as needed to transact business of this Church Body, sign and seal legal documents, and fulfill any other duties required of by the laws of the state of Missouri as Trustees.

D. CHURCH SECRETARY-

1. Explanation: The Church Secretary keeps written records all official meetings of the Church regarding meetings of the Leadership Team and Church Body.

2. Qualifications: shall meet the same qualifications given in Article II, Section 1, B., 2, of the By-Laws.

3. Number: The Church Secretary shall be one in number. In the event the Church Secretary can not attend a meeting one person shall be appointed by the Chairperson of the Leadership Team to fulfill those duties for that specific meeting.

4. Responsibilities:

a. The Church Secretary shall keep written detailed notes of transactions at all meetings of the Church Body and the Leadership Team. These shall be posted within 30 days of a meeting in a prominent place for Members of the congregation to review.

b. This persons shall also keep current a register of the membership of the Church Body showing date and manner of their admission and dismissal including baptism and marriage.

E. TREASURER-

1. Explanation: The Treasurer shall be the principal accounting and financial officer of the Church Body.

2. Qualifications: shall meet the same qualifications given in Article II, Section 1, B., 2, of the By-Laws.

3. Number: The Treasurer shall be one in number.

4. Responsibilities:

a. The Treasurer shall maintain an adequate set of books recording all financial transaction of the Church Body. This person shall be responsible to see that counting and deposit of all monies are accomplished in a safe, prudent and timely manner. Counting of monies shall always be by two persons.

b. The Treasurer shall have checking and savings account authorization. The Treasurer shall acquire approval from the Trustees for any non-specified expenditure in excess of the single purchase limit set within the budget at the Annual Meeting.

c. A monthly financial statement of income and expenses shall be prepared and approved by the Leadership Team. The approved financial statement shall be placed in a prominent place for Members of the Church Body.

d. Yearly an audit or review of the books will be performed at the direction of the Trustees. This may be accomplished by the Trustees or a qualified person chosen by them.

SECTION 4: MISCELLANEOUS

A. ORGANIZATION & MINISTRY-

No organization of ministry of this Church Body shall be formed within or considered to be a part of the Church until approved by the Elders in consultation with the Leadership Team. Supervision of such organizations or ministries shall be as defined within this Constitution and By-Laws.

ARTICLE III - MEETINGS

SECTION 1: MEETINGS OF CONGREGATION

A. WORSHIP- Worship and other functions of the Church Body shall be as set by the Elders and approved by the Leadership Team. These shall be posted and/or announced for those attending during worship.

B. VOTING- Regarding voting only duly qualified Members of the congregation (according to this Constitution and By-Laws) shall have voting privileges. Voting must be in person and there shall be no proxy voting. Absentee voting may be allowed if pre-approved by the Leadership Team.

C. BUSINESS MEETINGS OF THE CONGREGATION-

1. All meetings of the Church Body whether annual or special shall be announced in Sunday Worship at least two Sundays prior to such meeting.

2. Types of Meetings-

a. Annual Business meeting: The Annual Business meeting shall be held the first Sunday in November of each year unless properly announced otherwise. At this meeting reports shall be given by Leadership Team, Elders, Deacons/Deaconesses, Trustees, Secretary, Treasurer and others as needed. Voting shall take place in the areas of yearly budget, all Leadership persons per this Constitution and any other business to be discussed and/or approved.

b. Special Business meeting: Special Business meetings may be called with the appropriate announcement as defined within this Constitution and By-Laws.

3. Quorums: After proper announcement of meetings as defined within this Constitution and By-Laws those attending such meetings will be considered a Quorum.

4. Miscellaneous-

a. Calling of Meetings of the Congregation- The Leadership Team shall have the authority to call all Business Meetings of the congregation.

b. Chairperson of Meetings of the Congregation- The Leadership Team Chairperson or Vice-Chairperson shall moderate at all meetings of the congregation (see- Article II, Section 2, C, 3, of the By-Laws).

D. LEADERSHIP TEAM MEETINGS- The Leadership Team shall meet as defined within Article II, Section 2, C, of the By-Laws.

ARTICLE IV - MISSIONS

SECTION 1: CALLING OF THE CHURCH

We believe that God has given the Church a Great Commission to proclaim the Gospel to all nations so there might be a great multitude from every nation, tribe, ethnic

group, and language group who believe on the Lord Jesus Christ. As ambassadors of Christ, we must go to all nations (Matt. 28:19-20; Mk. 16:15; Luke 24:46-48; Jn. 20:21; Acts 1:8; II Cor. 5:20). This Church shall seek to be a mission minded New Testament Church.

ARTICLE V - MISCELLANEOUS

SECTION 1: CHURCH YEAR

The Church year shall coincide with the calendar year beginning Jan first through December thirty first of each year.

SECTION 2: ORDINATION & LICENSING

This Church shall have the power to ordain and license persons to the Gospel ministry when qualified persons are present. This shall be handled through the Elders as approved by the Leadership Team.

SECTION 3: INSURANCE PROTECTION

A. OFFICERS & EMPLOYEES-

The Church shall have the power to purchase and maintain insurance on behalf of the Church Body and/or any person who is or was a Pastor, Elder, Deacon/Deaconesses, Trustee, Treasurer, Secretary, officer, employee, or agent of the Church. This will protect the Church, Church Body and all persons mentioned against any liability while serving in an official capacity arising out of duties of that person's position whether or not such person is indemnified against such liability.

B. ASSETS & PROPERTY-

The Church shall purchase and maintain adequate insurance to cover asset & premise liability. This shall be reviewed annually.

SECTION 4: POLITICAL INVOLVEMENT

No substantial part of the activities of the Church shall be in the carrying on of propaganda or otherwise attempting to influence legislation. The Church shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office.

SECTION 5: RACIAL NON-DISCRIMINATION

This Church shall have a racial nondiscrimination policy and therefore shall not discriminate against Members, applicants, students, and others on the basis of race, color, or national or ethnic origin.

ARTICLE VI - AMENDMENTS

Amendments to these By-Laws shall be proposed by the Leadership Team and upon approval by them shall be submitted to the Church Body at any duly called business meeting. They shall be effective upon 2/3's vote of the Church Body at any duly called Business meeting.