

FOOTS CREEK CHAPEL

CONSTITUTION AND BYLAWS

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ARTICLE I - NAME

This organization shall be known as Foots Creek Chapel. The Church is an independent, fundamental Bible Church and shall remain as such. The Church fellowships with the American Missionary Fellowship, whose home offices are in Villanova, Pennsylvania.

ARTICLE II - PURPOSE OF THIS ORGANIZATION

1. To provide regular opportunities to worship and serve God.
2. To preach, teach and study the Holy Scriptures.
3. To lead people to personal faith and belief in Christ as Savior and Lord, and encourage their growth and maturity. (John 3:16)
4. To encourage fellowship of the saints.
5. To participate in local and world-wide mission.

ARTICLE III - COVENANT

Having received the Lord Jesus Christ as our personal Savior, and on profession of our faith, we do now in the presence of God and this assembly, most solemnly and joyfully enter into covenant with one another, as one body in Christ.

We purpose, therefore, by the power of the Holy Spirit, to walk together in Christian love; to strive for the advancement of this Church in knowledge and holiness; to promote its spirituality; to sustain its worship, ordinances, discipline and doctrine; to contribute cheerfully and regularly to the support of its ministry; and to work together in its effort to spread the Gospel to all nations.

We will endeavor to maintain family and personal devotions; to train our children in the fear and admonition of the Lord; to seek the salvation of our friends and loved ones; to walk circumspectly before the world; to be just in our dealings, faithful in our engagements, and exemplary in our behavior, and zealous in our efforts to advance the work of the Gospel.

We will seek to watch over one another in brotherly love; to remember each other in prayer; to aid one another in times of sickness and distress; to be slow to take offense, but always ready for reconciliation.

ARTICLE IV - MEMBERSHIP

1. ADMISSION

Due to the interdenominational nature of this organization, the custom of receiving members shall be by confession of their faith in Christ. The Pastor and/or Elders shall provide for examination of each candidate for membership. Qualifications for membership shall consist of satisfactory evidence of regeneration and a wholehearted acceptance of the doctrines and purposes outlined in the Covenant and Constitution. Church letters will be sent for upon request.

2. CLASSIFICATION

A. Active Members - Are those members, as defined in the Church's Covenant, who shall be faithful in all the spiritual responsibilities essential to the Christian life, attend regularly the services of this Church, give regularly for its support and wider interests, and share in its organized work. An active member roll shall be revised quarterly by the Pastor and Elders. Every effort will be made to encourage the individuals' active participation in our Church's life and ministry.

B. Inactive Members - Are those who absent themselves from the regular public meetings of this Church for a period of six (6) months as determined by the Pastor and Elders, without notifying someone in leadership in the church. An inactive member roll will be revised annually. Every effort will be made to encourage the individuals' active participation in our Church's life and ministry.

C. Reactivate Membership – To move from inactive to active membership, one must:

- 1) Attend regular worship for minimum of 6 weeks
- 2) Assume active member responsibilities as noted in letter "A" above.
- 3) Any exceptions to be approved by Elders

3. PRIVILEGES

Those members in active standing may vote on the transactions of the Church, serve as elected officers and serve Christ and this body of believers with their gifts and talents. Members may call a congregational meeting by written request signed by twenty-five (25%) percent of the active voting members. This request must be honored by the Official Church Board. All special meetings shall be called and conducted in accordance with Article XII - CONGREGATIONAL MEETINGS.

4. CONFLICT RESOLUTION

A. Interpersonal conflicts shall be resolved according to the mandates of Matt. 5:21-25; 18:15-20; I Cor. 5:1-13; Gal. 6:1; and 1 Tim. 5:1; 17-21.

B. Members who are in disagreement with the general operation of any element of this Church or with the Doctrinal Statement shall make their case known to the Pastor and/or Elders. The Pastor and Elders shall make every effort to facilitate an agreement that is in keeping with the Articles of Faith and Constitution. (Rom. 14:19)

C. Because of the Biblical principle found in 1 Cor. 6:1-8, no member shall pursue legal action or sue any other member of this Church.

5. DISCIPLINE OF MEMBERS

A. Members whose conduct or beliefs are contrary to Biblical principles and disruptive to true fellowship shall be dealt with according to the scriptural procedures delineated in the Scriptures listed in 4A above. All church discipline is intended for the sake of restoration.

B. A member may be restored to full fellowship by an expression of repentance and a request for forgiveness in the presence of the largest group concerned with his/her offense. Due to the nature of the offense, all ministry opportunities may not still be available. This will be determined by the Pastor and Elders.

ARTICLE V - PASTOR

Section 1. Qualifications: The Pastor shall meet the Biblical qualifications of 1 Tim. 3:1-13 and Titus 1:5-9. He must be called of God and well trained to teach the Word of God and equip the saints to do the work of the ministry. He must be a man who has compassion and respect, without prejudice, towards all. The Pastor shall be in full and complete agreement with all points of the Church's Covenant and Doctrinal statements.

Section 2. Duties: He shall have the general oversight of the work of the Church. He shall perform those duties as set forth in the Word of God, endeavoring always the proclamation of the preeminence of Christ, the salvation of the lost, the spiritual oneness of the believers, and the restoration of those members out of fellowship. He shall always seek to be an example to all in speech, life, love, faith, and in purity. (I Tim. 4:12) He shall be an ex-officio member of the Official Board and all committees.

Section 3. Calling: The candidate for Pastor as recommended by the Pulpit Committee, (see Art. XI) shall be called by a vote of seventy-five percent (75%) of ballots cast of those members of the congregation present at a meeting which was announced on not less than two previous Sundays. (Vacations and other benefits are listed under ART. XI - PULPIT COMMITTEE)

Section 4. Resignation: The Pastor shall submit a thirty (30) day notice in writing and dated with the specific date of resignation, which shall precede the severance of relationship between the Pastor and the Church, unless waived by the Official Board.

Section 5. Removal from Office:

A. Accusations against a pastor shall be brought before the Elders and shall be handled in accordance with I Tim 5:19-20. All efforts of restoration shall be the ultimate goal of this Board.

B. Termination from the Office of Pastor will be immediate in the case of gross moral, civil or criminal misconduct, as determined by the Elders.

C. Any action towards termination not covered by Item B. (above) must be presented to the Church by the Official Board or by congregationally called special meeting, ref. ART. IV, MEMBERSHIP, Sec. 3, Privileges. A majority vote of those members present and voting is necessary to terminate a Pastor's/ministry relationship.

In the absence of Pastoral leadership, and until such time as a new Pastor has been installed and has assumed his responsibilities at the Church, the Elders of the Church shall be responsible for the pulpit supply and spiritual needs of the Church.

ARTICLE VI - MINISTRY STAFF

Section 1 - Qualifications: Will be the same as those outlined above for any Pastoral candidates to this Church.

Section 2 - Calling: All Ministry Staff shall be called upon the recommendation of the Pastor and Elders, and with approval of the Official Church Board. At a special called congregational meeting, a vote of seventy-five percent (75%) of ballots cast of the members of the congregation present, shall be required, which meeting has been announced not less than two previous Sundays. Salary, vacation time and other benefits will be included in the letter detailing their Call to ministry.

Section 3 - Duties: The Ministry Staff, in cooperation with the Pastor, will supervise, develop, promote, and administer his or her designated program area in cooperation with other staff. A more detailed job description shall be completed and agreed upon with each staff person and put on file with the Church Secretary or in the Church files. He or she is to be responsible to the Pastor and will be a voting member with the Official Church Board at its regular monthly meetings.

Section 4 - Removal from Office: Same as that for Pastor in Section 5 above.

ARTICLE VII - OFFICIAL BOARD

The Official Board shall consist of the Pastor and Ministry Staff and all elected officers of the Church. This Board shall hold a meeting at least once a month. The Board shall elect its own Chairman at the first meeting following the annual elections. The Chairman shall also act as Moderator at all Church business meetings. This Board shall have the responsibility for the disbursement of all Church moneys, with the exception of the encumbrance of any real estate property. All business pertaining to the Church will be handled by the Official Board. The components of Ministry Staff remuneration shall be reviewed annually, or as needed by this Board. The Chairman of the Board is the Registered Agent of the Corporation.

This Board shall be responsible for the oversight of all ministries of the Church, except those expressly given to the Elders under Article VIII, Section A, 3 - Duties. The Chairman or two other members of the Board may call for a special Board meeting by contacting all the members of the Board. This meeting shall be held as soon as a majority of the Board members are available. A majority of the

Board shall be required to be present to conduct the business at hand. Any and all responsibilities not otherwise stated by this Constitution shall be under the supervision of the Board. In the event of a vacancy during the calendar year, it will be filled by appointment of the Official Church Board. "In the event of accusations against any member of the Board, he/she shall be placed on leave of absence from the Board until the Elders and Pastor have time to research those accusations, in a timely manner. At the conclusion of those deliberations, the accused will either be restored to office or removed from office as the guidelines in ART. V, Section 5 give direction."

ARTICLE VIII - OFFICERS

Elders, Trustees, Sunday School Superintendent, Assistant Sunday School Superintendent, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer.

A. ELDERS

Section 1 - Qualifications - Shall meet qualifications as found in I Tim. 3:1-7, and Titus 1:6-9. Must be in good standing and an active member of this Church for a period of at least one (1) year.

Section 2 - Term of Office - Depending upon the number of men on the Elder Board, their term of office shall overlap, so that continuity of leadership may be maintained each year. Elders shall be added to the Board by the Church as warranted through growth and need. Removal from office is same as that for Pastor under ART. V, Section 5.

Section 3 - Duties - The Elders shall be responsible, with the Pastor, for the spiritual welfare of the Church; they shall assist in ministering the ordinances of the Church and shall make the necessary provisions for the same. They shall be expected to visit the sick and sorrowing of the Church and endeavor to address any spiritual weakness in the lives of its members pursuant to directions as given in Matt. 18:15-20, Gal. 6:1.

B. TRUSTEES

Section 1 - Qualification - Shall meet qualifications as found in I Tim. 3:8-10, and Titus 2:2, evidencing the servant's spirit as found in Acts 6:1-5. Must be in good standing and an active member of this Church for a period of at least one (1) year.

Section 2 - Term of Office - There shall be a minimum of three (3) Trustees, and depending upon the number of men appointed, their term of office shall overlap, so that continuity of leadership may be maintained each year. Term of office for each is four years.

Section 3 - Duties - The Trustees shall hold title to the property and shall have the responsibility for upkeep and management of the physical plant and grounds. They shall not sell nor encumber any real estate or church property unless authorized by the Church at a meeting called for the purpose of considering such business. The Trustees shall have the responsibility to see that there is an annual auditing of the Treasurer's records and books.

C. SUNDAY SCHOOL SUPERINTENDENT:

The Sunday School Superintendent shall be responsible for the general affairs of the Sunday school, punctually open and close the sessions, and preserve good order. The Sunday School Superintendent, in cooperation with the Pastor and Elders, shall appoint teachers subject to the approval of the Official Church Board; and shall encourage, help and consult with them and preside at teachers' meetings, as well as plan and facilitate training seminars for teachers.

D. ASSISTANT SUNDAY SCHOOL SUPERINTENDENT:

The Assistant Sunday School Superintendent shall aid the Sunday School Superintendent in the duties of that office and shall officiate in the absence of the Sunday School Superintendent.

E. SECRETARY:

The Secretary shall keep the minutes and attendance of the Church meetings and of the Official Church Board meetings. The Secretary shall keep the membership roll, a copy of which shall be given to the Pastor, and shall conduct the correspondence of the Church upon the vote of the Official Church Board. These records shall be the property of the Church. This individual should not be confused with the Pastor's Secretary.

F. ASSISTANT SECRETARY:

The Assistant Secretary shall aid the Secretary in the duties of that office and shall officiate in the absence of the Secretary.

G. TREASURER:

The Treasurer shall be under the supervision of the Official Church Board and shall be responsible for counting, depositing and maintaining auditable records of all incoming and outgoing receipts of moneys. The Treasurer shall make a monthly financial report to the Official Church Board and a copy shall be posted on the main bulletin board in the Narthex. (Copies will be available upon request)

H. ASSISTANT TREASURER:

The Assistant treasurer shall aid the Treasurer in the duties of that office, by maintaining auditable records of all incoming moneys which records, upon audit, will coincide with the records of the Treasurer.

ARTICLE IX - ELECTION OF OFFICERS

All open position nominees shall be elected annually by the adult members of the church. Public notice of such election shall be given at two regular Sunday Services preceding the election. A written notice shall also be given to the local representative of the American Missionary Fellowship at least two weeks prior to the election. All officers shall continue in office until elected successors are present and

able to enter upon the duties of their respective offices. The Official Church Board will set the January date for the annual election of all officers who will take office on the first Sunday of the following month.

The voting shall be accomplished by a secret written ballot at the annual congregational meeting. In the event of a vacancy during the calendar year, it will be filled by appointment of the Official Church Board. No nominations from the floor will be received at the annual meeting. (See ARTICLE X - THE NOMINATING COMMITTEE) No voting by proxy shall be allowed.

ARTICLE X - THE NOMINATING COMMITTEE -

COMPOSITION - The Official Church Board shall appoint 5 members to the Nominating Committee at least 60 days prior to the designated date for the Annual Meeting of this Church. It shall consist of two (2) Elders, and three (3) active members of the Church. The Church Board shall also appoint two alternates to this committee.

DUTIES - A Chairman and a Secretary shall be elected at the first meeting of this committee. Once this committee is appointed, notification shall be made to the congregation the following Sunday. Members' names will be posted along with a list of the offices to be vacated. Names may be submitted by the Congregation to this committee which shall consider each name and these must be submitted at least thirty (30) days prior to the Annual elections. After the Nominating Committee has prayerfully reviewed and evaluated each name, and has finalized a ballot to be presented to the Congregation, it shall notify the Official Board of its completion. This committee will insure that the list of candidates be posted at least three (3) weeks prior to the annual meeting.

ARTICLE XI - PULPIT COMMITTEE -

Upon a vacancy in the Office of Pastor, the Official Board shall choose two of its own members to join three Elders, chosen from among the Elder Board, to form the Pulpit Committee. This committee shall set forth the qualifications for the candidate and explore thoroughly the field of available candidates. Only one candidate may be considered at a time. This committee shall meet with the candidate and make arrangements for the candidate to preach in this Church. The Pulpit Committee, with approval of the Official Church Board, will make recommendation to the Church of the candidate being explored. Details relating to the specifics of his call; i.e., the initial salary, allowances, and vacation, as well as other considerations deemed advisable, will be stated in the letter giving the terms of call published by this Committee with approval by the Official Church Board.

ARTICLE XII - CONGREGATIONAL MEETINGS -

Any congregational meeting called for the purpose of conducting official business shall be called by majority vote of the Official Church Board, or by church members in accordance with Art. IV, Sec. 3 of this Constitution. Public notice and purpose will be announced from the pulpit two (2) Sundays preceding such meeting. For voting purposes, those eighteen (18) years of age or older shall be considered as adults. A quorum shall consist of those voting members present at any regular or special called congregational business meeting.

ARTICLE XIII - TEACHERS -

The teachers of the Sunday school shall be appointed as hereto provided in ART. VIII, para. C, Sunday School Superintendent. They shall endeavor to prepare themselves thoroughly for their duties, be regular and punctual in their attendance, and cooperate with the Superintendent in all matters relating to the Sunday school. All Sunday school teachers shall use material approved by the Official Board.

ARTICLE XIV - ORDINANCES -

We recognize and practice two (2) ordinances, namely, the Lord's Supper and water baptism. We believe both these privileges are for believers only.

a. The Lord's Supper shall be observed as often as determined by the Pastor and Elders. Announcement shall be made one week prior to the observance. Its administration shall be in the charge of the Pastor and Elders (I Cor. 11:23-24)

b. We believe in baptism of believers by immersion. (Matt. 28:18-20; Acts 8:12)

ARTICLE XV - FINANCES -

1. This Church is organized on the conviction of Phil. 4:19. The Lord's work should be supported by the Lord's people, therefore only the means of tithes and offerings shall be used to defray the expenses in the work of the ministry of this Church. Neither commercialism, nor any other questionable means of raising money shall be permitted. No sales, suppers, solicitation directly of funds, or any appeal to the unsaved, shall be tolerated. Special consideration shall be given to youth projects, as determined by the Official Church Board.

2. All the needs of this work are to be laid before the Lord in earnest, believing prayer. As He has planted this work, we look to Him to maintain it, therefore full expression of all needs, with all necessary explanations, shall be made to the people. There shall be a strict accounting of all funds handled in accordance with responsibilities outlined in ART. VIII - OFFICERS, Sec. G, and H, given for the Treasurer and Assistant Treasurer. The most efficient business methods possible shall be employed in the handling of the funds, in all things seeking to be above question or reproach.

3. This Church will not go into debt.

ARTICLE XVI - AFFILIATION -

1. This congregation, having been in full fellowship with the American Missionary Fellowship since the year 1925, shall remain so until said affiliation shall be terminated by a two-thirds majority vote of the voting membership, by ballot, at a duly called meeting for that purpose; which has been announced three successive Sundays prior to said meeting.

2. The local representative of the American Missionary Fellowship shall be ex-officio member of the Official Church Board.

3. In the event the congregation shall diminish to such a number as to make this Constitution unworkable, the American Missionary Fellowship Constitution shall automatically take effect. (See copy of the American Missionary Fellowship Constitution on file in the Church office. See attached copy of AMF Doctrinal Statement.)

ARTICLE XVII - DISSOLUTION -

1. In the event that this corporation be dissolved, all assets, after all obligations and liabilities of this corporation have been paid, satisfied, discharged, or adequate provision made therefore, shall be distributed to the American Missionary Fellowship, a Pennsylvania corporation, for use in its' Southern Oregon Field.

2. If the American Missionary Fellowship is not in existence or does not have a Southern Oregon field of ministries, after all obligations and liabilities of this corporation have been paid, satisfied, discharged, or adequate provision made therefore, all remaining assets are to go to the Fir Point Bible Conference, an Oregon corporation.

3. In the event none of these is in existence at the time this corporation is dissolved, all assets after all liabilities of the corporation have been paid, satisfied, discharged, or adequate provision made therefore, shall be distributed to a non-profit evangelical Protestant religious corporation which has the same status in regard to federal income tax exemption as has this corporation.

4. The distribution of assets exclusively shall be to such an organization or organizations organized and operated exclusively for charitable, educational, or religious purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 or the corresponding provisions of any future United States Internal Revenue law as the Official Church Board shall determine.

ARTICLE XVIII - AMENDMENTS -

This Constitution (except ARTICLE II, specifying the purposes of this organization) may be amended at the annual meeting, or at a meeting called for that purpose by a two-thirds (2/3) vote of the adult members present at the meeting. A written notice of any proposed amendment shall be read at two regular Sunday services preceding the vote, and a copy sent to the representative of the American Missionary Fellowship, at the time of the reading of the notice to the church.

ARTICLE XIX - ADOPTION -

This Constitution was adopted on May 19th, 1996 and supersedes all previous Constitutions of Foots Creek Chapel. All future Constitutions, and/or amendments must bear an adoption date.

This constitution was updated and approved as of June 1, 2014