

BYLAWS
OF
Church On the Hill

As ratified by congregational vote on _____ and revised by congregational vote on _____.

Article I. AUTHORITY AND FAITH AND DOCTRINAL STATEMENT AND CORE VALUES

Church on the Hill, also referred to as the Church, shall be committed to the historic orthodoxy of the Christian faith. This faith includes the full and final authority of the Bible, the doctrine of the Trinity, the deity of Jesus Christ, and the gospel of salvation by grace through faith in Christ alone. This faith affirms the dignity of all human life and the need of every person to experience forgiveness of sin through a new birth into the family of God. Additional exposition of Christian teaching shall be a responsibility of the Lead Pastor and Church Leaders.

DOCTRINAL STATEMENT

1. We believe that the Bible is the inspired and authoritative Word of God with all wording and sentences infallible and all content and meaning inerrant for their respective purposes.
2. We believe that God is Spirit, infinite, eternal and unchangeable in His Being, Wisdom, Power, Holiness, Justice, Love, and Truth. We believe He is eternal, exists in three persons: Father, Son, and Holy Spirit.
3. We believe that Jesus Christ was conceived of the Holy Spirit, born of a virgin, lived a sinless life, died as a substitutionary propitiation for our sins, arose bodily from the grave, ascended into Heaven, where He is now our advocate and High Priest, and will personally and visibly return to establish a millennial kingdom on this earth.
4. We believe that the Holy Spirit came forth from God to convict the world of sin, of righteousness, of judgment, and to regenerate, baptize, indwell, sanctify, empower, bestow gifts, and seal forever those who believe in Jesus Christ.
5. We believe that all men by nature and by choice are sinners, but that "God so loved the world that He gave His only begotten Son that whosoever believeth in Him should not perish but have everlasting life." We believe therefore, that those who accept Christ as Lord and Savior by faith, and who have repented of their sins, will rejoice forever in God's presence. Those who refuse to accept Christ as Lord and Savior will be forever separated from God.

6. We believe that a local church is composed of believers in Jesus Christ for worship, edification, fellowship, and evangelism. We believe that to these local churches were committed the ordinances of baptism by immersion and the Lord's Supper.
7. Marriage is between a biological man and a biological woman as defined in the Bible and we affirm that human sexuality is designed for physical expression only in the bonds of biblical marriage. Therefore, we will uphold biblical marriage and sexuality as the standard for staff, membership, and ministry while also affirming the value of singles for staff, membership, and ministry. (Please see Appendix 2 for further clarification.)

CHURCH ON THE HILL CORE VALUES (What We Cherish the Most)

1. We are committed to the infallible, inerrant Word of God and therefore the message of the Bible shall be central in all our preaching and teaching.
2. Making disciples was a final command of Jesus and we will endeavor to help all believers grow in the grace and knowledge of the Savior.
3. We believe in the missions focus of the church and will support this evangelistic effort both at home and abroad.
4. The worship and praise of our triune God is a central part of the life of our church family.
5. Prayer is a gift from God and is practiced in every ministry of our church.
6. The gathering together of God's people in fellowship is crucial to the health and well-being of our church family.
7. Godly leaders are essential for biblical accuracy, church unity, direction, organization, and the care of our people.
8. We love new faces and will not only welcome our guests, but we shall seek to assimilate them into the life of our church.
9. We cherish our children and recognize they are the future of our church and will minister to them in every way possible.

**Article II. THE PURPOSE AND VISION OF CHURCH ON THE HILL
(Why We Exist According to God's Word)**

Out of our love and devotion to God we purpose to:

1. Worship Him in Spirit and in truth.
2. Nurture the relationships we have with one another.
3. Develop mature Disciples of Christ.
4. Prepare our people for works of service.
5. Reach our world with the love of Jesus.

VISION STATEMENT

Having a Heart for God and for People:

We will prayerfully reflect the saving Grace of Jesus to a world in desperate need of Love, Truth, and Forgiveness by making Disciples.

Article III. ORGANIZATIONAL STRUCTURE

It is the purpose of these Bylaws to provide a stable and effective organizational structure to aid this Church in accomplishing its purposes. The sections that follow specify a model that keeps the roles of Lead Pastor (also referred to simply as the Pastor), Elder Board (also referred to as simply the Board), Ministry Leaders, and Congregation, distinct and effective for church health and church growth.

- a. The role of the Congregation is to serve as the primary ministers of the Church.
- b. The role of the Board is to establish counsel and direction for the Pastor's leadership.
- c. The role of the Pastor is to lead the Church to accomplish its purposes.
- d. The role of the Ministry Leaders is to manage the ministries of the Church under the direction of the Pastor.

Article IV. CONGREGATIONAL MEMBERSHIP

The Congregation of Church on the Hill for purposes of these Bylaws shall consist of baptized believers in Jesus Christ who are at least 18 years of age who make the following commitments:

- a. To participate in an introductory class or classes conducted by the Pastor and/or Elders, if applying for membership. Applicants must give a testimony of their faith in Jesus and must assent to the purpose, vision, and core values of the church to the Pastor and one other Board Member. They must have been baptized by immersion. Then they will be affirmed into membership by the Congregation at a worship service.

- b. To participate regularly in worship and training of the Church in order to grow in their faith. Regular worship is defined as at least 2 times per month in attendance.
- c. To serve faithfully in the ministries and outreach activities of the Church.
- d. To support the purposes of the Church and the leadership needed to accomplish that purpose.
- e. To seek resolution of differences in the Church privately and graciously, as Scripture requires.
- f. To give generously and regularly to the financial costs of achieving the purposes of the Church.
- g. Baptized children up to age 17 are considered non-voting members.
- h. Watchcare Members are those who cannot attend due to illness or incapacity.
- i. Inactive Members are considered to be non-active in worship attendance and/or financial support for 6 months or more.

Maintaining an accurate roll of the church membership is necessary so that an accurate count can be used to determine quorum at church business meetings. Termination of church membership shall be automatic in the case of death, in the case of any member who unites with another church, and upon request by the member.

The Board may also determine if and when to terminate church membership in the following cases:

- a) After a period of prolonged inactivity by a member apart from reasonable grounds. "Prolonged inactivity" is defined as six months to a year without attendance at worship services, participation in sponsored ministries/activities of the church, and/or financial support of the church. "Reasonable grounds" for a period of inactivity may include illness, injury, temporary relocation, etc.
- b) In cases of church discipline. The guidelines of Matthew 18:15-18 shall be adhered to with restoration as the goal. Membership will be terminated if restoration is not forthcoming in a timely manner.

Article V CONGREGATIONAL ROLE

The primary role of the Members shall be to serve as the ministers of the Church: reaching out to unchurched people and caring for the needs of one another within the Church.

The following decisions of the Church shall require the approval of the Congregation by a simple majority (with the exception of (a) below) of those Active Members present and voting:

- (a) Calling or dismissing the Lead Pastor by a 75% majority.
- (b) Amending the Articles of Incorporation or the Bylaws
- (c) Selecting men to serve on the Board
- (d) Ratifying the annual budget in broad categories

- (e) Purchasing or selling the primary Church facilities
- (f) Dissolving the corporation
- (g) The Board shall not approve general fund expenditures over 2% of the Annual Budget without approval of the Congregation (with the exception of designated funds)
- (h) Anything else that the Pastor or the Board deem sufficiently important to require a Congregational vote

The Congregation shall be given at least two weeks' notice of any vote by announcement at regular services and by electronic or postal mail. A vote may be taken either in a meeting or else by written or electronic means. If taken in a meeting, votes may be cast by verbal, visual, or written sign. If there is no meeting and votes are collected by written or electronic means, the "presence" of the Members shall be defined as the direct receipt of their vote within a time period set by the Board, no shorter than twenty-four hours and no longer than seven days. Twenty-five percent of the current Members shall constitute a quorum. No abstentions or votes by proxy shall be counted. Members who have been inactive for 6 months or more as defined above in Article IV (i) shall be ineligible to vote. The Board may also bring to the Congregation decisions not listed above for a nonbinding vote or a less formal expression of support, as they deem appropriate. Meetings of the Congregation for voting shall occur annually and at special times as needed when called by the Board.

Article VI ELDER BOARD SELECTION

The Board shall consist of at least five Elders (equivalent to Directors in state law), including the Lead Pastor. These Elders (see Appendix 1) shall be active Church Members selected for two-year terms by the following process:

- (a) Any active Member of the Church may submit a signed letter to recommend a potential Elder of good character and commitment to the mission of the Church. In addition, the board may seek input from members as to a potential Elder's qualifications for leadership.
- (b) Potential Elders must successfully complete a training course taught by the Lead Pastor covering the purposes, vision, and structure of the Church.
- (c) Potential Elders must agree to uphold the highest standards of participation, service, supportiveness, and tithing with regard to the Church.
- (d) The Elders shall present to the Congregation for approval a selection of candidates that have been certified by the Board as qualified to serve as Board Members.

Each Board Member may serve a maximum of two consecutive two-year terms and may serve again after a break of one year or more. The term of a Board Member may be vacated by resignation, by removal as a Church Member, or by action of the Board. The remainder of a vacated term shall be filled by recommendation and approval of the Board and shall not be counted toward the limit of two consecutive terms.

Article VII ELDER BOARD ROLE

The Elder Board is responsible for the spiritual care of the congregation and management of the Church. (1 Peter 5:2, Acts 20:28-31, 1 Timothy 5:17) The qualities of the Elders are found in 1 Timothy 3:1-7 and Titus 1:5-16.

One of the rules of the Board (the elders) shall be to provide accountability, protection, and support for the Pastor.

The Board shall conduct an annual evaluation of the Lead Pastor to help him achieve the goals of his ministry and to encourage personal growth and development. The Board shall influence all operating and financial decisions. Action of the Board shall be by simple majority of all Board Members. Voting shall be conducted in a similar manner as a congregational vote, described in Article V of these Bylaws, or as required by state law. A majority of the Board present, which includes participation by electronic means, shall constitute a quorum for action by the Board. Board meetings shall occur monthly and at other special times as needed when called by the Pastor or the Chairperson. All Board Members shall be sent a notice of every meeting by electronic, verbal, or written means. However, such notice may be waived by unanimous consent.

Article VIII EMERGENCY OPERATIONS

Responsibilities of Elders and Church Leaders

1. The Elders and other elected Church Leaders are expected to act on their own best judgement to protect the Congregation and Church Property in the event an emergency is impending or in progress.
2. While time is of essence to effect such protection, the Elders and Church Leaders are authorized to deploy the resources necessary to meet the need for immediate action.
3. Church Leaders shall take appropriate actions and notify the Senior Pastor or an Elder, who will take charge of emergency operations upon arrival. As soon as possible, after the need for immediate action passes, the Elder Board shall report their actions to the Congregation and request any funds and resources necessary to restore operations of the Church.
4. This provision is intended to deal with on-going or impending emergencies that threaten the Congregation with death, injury, misery, or severe property damage. No Elder or Pastor or Paid Staff is authorized to use this provision to transact routine or urgent Church Business for which there is adequate time to call for a meeting of the Elder Board or the Congregation in accordance with the constitution and its by-laws.

Article IX ELDER BOARD OFFICERS

Each year the Board shall appoint a Chairperson, Vice Chairperson, and Secretary. To fulfill state law, the Pastor shall routinely be designated as President of the corporation and the Board Secretary shall routinely be designated as Secretary and Chief Financial Officer of the corporation; these designations shall in no way alter the functioning of the Board as defined in these Bylaws. The Chairperson shall lead the Board in all discussions. The Secretary shall maintain and distribute the minutes of all board meetings. Any Board Member may sign legal documents on behalf of the corporation if so directed by the Pastor and subject to congregational approval when required by Article V of these Bylaws.

Article X CALL OF A LEAD PASTOR

When it is necessary to call a Lead Pastor, the Board shall provide the leadership direction for the Pastoral Search Team, (PST), and shall call upon other members of the congregation to be a part of the PST. It shall be the duty of the PST to organize itself and take the necessary steps to select a candidate for the Lead Pastorate. The PST shall seek advice and guidance of other pastors and the Rocky Mountain Church Network (RMCN) (formerly RMCBA) as appropriate. The PST shall investigate the merits of every man under consideration in regard to his personal character, ministerial record, preaching ability, and doctrinal soundness in determining his fitness for the pastorate. When a suitable man is found, the PST shall extend an invitation to him to come to the church as a candidate. The PST shall bring to the church for consideration only one candidate at a time. The church shall vote upon the recommendation of the PST as soon as possible after the candidate's visit to the church. Procedures for the meeting notice and for voting on the candidate are specified in Article V Congregational Role. Such notice may be given before the candidate visits so there will be no undue delay.

The Lead Pastor shall be called for an indefinite period of time. His compensation package shall be established at the time of his call and shall be communicated in writing.

The Board shall also have the authority to call an interim pastor until a permanent pastor is installed.

Dismissing the Lead Pastor shall require a majority vote by the Board to bring the action before the Congregation. A 75% vote by the Congregation as defined in Article V is required for dismissal.

In the event of a resignation or dismissal of the Lead Pastor, a severance package may be provided based on the Pastor's past service, reason for leaving, and cooperative spirit. In the event of death or retirement, a comparable gift shall be provided to the Pastor or his family.

Article XI LEAD PASTOR ROLE

The role of the Lead Pastor is to lead the Church to accomplish its purposes. The Pastor shall lead the Congregation by teaching biblical truth, casting vision, and advancing the purposes.

The Pastor shall supervise the Ministry Leaders by directing them in their management of all Church operations. With regard to job retention and approval of major decisions, the Pastor shall be accountable to the Congregation. The Pastor and Board shall have the responsibility to hire, direct, compensate, and dismiss any and all Church Ministry Leaders.

Article XII MINISTRY LEADERS

A Ministry Leader will be appointed by the Elders to manage each area of Church operation, including property and finance. The term "Ministry Leader" shall apply to positions appointed for this management purpose, whether they are unpaid, part-time, or full-time with regard to compensation. Among these appointments shall be the annually elected positions of a Treasurer for disbursements, a Financial Secretary for receipts, and a Church Clerk to record membership actions. Deacons (See appendix 1) who manage the facility will be appointed by the elders to two-year terms as per the terms for elders in Article VI. Deaconesses (see appendix 1) serving the needs of the church will be appointed by the Elders in cooperation with current Deaconesses recommendations to two-year terms as per terms for Elders in Article VI. The aforementioned Ministry Leader positions shall be created, filled, vacated, or discontinued based on how effectively they accomplish designated parts of our Core Values. All such decisions are the responsibility and prerogative of the Elder Board.

Article XIII AMENDMENTS

These Bylaws shall be reviewed periodically for any changes to the structure that may increase the effectiveness of the Pastor and the Church.

These Bylaws may be repealed, amended, or added to at any business meeting (annual or special) of the church. The following requirements must be followed to amend the Bylaws.

- (a) The amendment is proposed by the Elder Board, or a petition signed by one-third of the active Members of the Congregation.
- (b) The Congregation is given at least two weeks' notice of the vote by announcement at regular services and by electronic or postal mail.
- (c) The Congregation votes to approve the amendment in accordance with normal voting procedures described in Article V of these Bylaws.

Article XIV REVISION HISTORY

Version 1 refers to all previous versions of these Bylaws will be labeled by the date they are amended.

CERTIFICATE

This is to certify that the foregoing is a true and correct copy of the Bylaws of the corporation named in the title thereto and that such Bylaws were adopted after due process by the Board of said corporation on the date set forth below.

Dated: _____
_____, Secretary

Appendix 1 Definitions and additional information

Church on the Hill uses the term Elder for our position of Biblical Leadership which is one of the following terms used in the New Testament to describe this office.

Elders – The basic definitions for each:

Elder: (Over 200 results in the OT and NT) NT – Greek *presbyteros* a person of responsibility and authority in matters of socio-religious concerns, both in Jewish and Christian societies

Overseer: Greek *episkopos* in translating episkopos, it is important to try to combine the concepts of both service and leadership, in other words, the responsibility of caring for the needs of a congregation as well as directing the activities of the membership. In some translations an equivalent may be ‘helper and leader.

Shepherd: Greek *poimaino* to herd and tend flocks of sheep or goats— ‘to shepherd, to take care of, to tend, to pasture.’

Thus, an elder in the church must demonstrate aptitude and a willingness to learn and grow as a leader. Since the above terms are often used interchangeably, we consider them to constitute one office of leadership. The elder is responsible for the spiritual care of the congregation. Moreover, he must be a man of humility so he can serve, lead and govern the congregation.

Deacons – A deacon is the Greek *diakonos* (one who serves as a deacon), with responsibility to care for the needs of believers— ‘deacon, one who helps the believers.’ Since a deacon is to be tested first, we believe it is a lower-level leadership position so that the overseers, elders and shepherds can be freed up to lead the church. The deacons’ basic function is to serve the needs of the congregation as in Acts 6. They were never called deacons in that chapter, but they performed the function of deacons. Thus, the deacon is perceived as a training position for later appointment to the position of elder.

Deaconess is a serving position within the church as directed by the pastor and the board. They assist with baptisms and communion, provide meals and do visitation to persons in need. They help coordinate church meals and help with the maintenance and cleanup of the kitchens. The only occurrences of deaconess in the Bible is Romans 16:1 in referring to deaconess Phoebe and in 1 Tim. 3:11 where the word is translated as “women” but has been variously interpreted as “deacon’s wives” or “women who are deacons.” Deaconesses must be members of the church and must adhere to the purposes, vision, and core values of the church.

Appendix 2 – Church on the Hill Statement on Marriage, Gender, and Sexuality

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27) Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor 6:18; 7:2-5; Heb 13:4) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt 15:18-20; 1 Cor 6:9-10)

We believe that in order to preserve the function and integrity of Church on the Hill as the local Body of Christ, and to provide a biblical role model to the Church on the Hill members and the community, it is imperative that all persons employed by Church on the Hill in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matt 5:16; Phil 2:14-16; 1 Thess 5:22)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom 10:9-10; 1 Cor 6:9-11)

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31; Luke 6:31) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Church on the Hill.