

**Bull Creek Cowboy Church**  
**COWBOY CHURCH CONSTITUTION AND BYLAWS**  
**Revised 2017**

**PREAMBLE**

Under the guidance and leadership of the Lord Jesus Christ, we the members of Bull Creek Cowboy Church adopt the following constitution in order to declare and preserve the principles of our faith, the freedom of our church, and the rights and responsibilities of our individual members.

**ARTICLE I. NAME**

The name of this church is Bull Creek Cowboy Church and incorporated under the laws of the State of Texas

**ARTICLE II. PURPOSE**

(The church is organized exclusively for the advancement of religious purposes under section 501(c) 3 of the Internal Revenue Service Code. The Church will fulfill the following Mission Purpose Statement. The church is to be a fellowship of baptized believers brought together to carry out the work of Jesus Christ. It is organized and maintained to fulfill the following Mission Purpose Statement: The mission of the Church is to reach the lost and unchurched people in the cowboy culture with the gospel of Jesus Christ and provide a church home where they can become more like Him. The church will accomplish this mission by holding to these values: simplicity, a non-judgmental approach, and practice of biblical Christianity, empowerment of members with accountability and the elimination of barriers to the cowboy culture.

**ARTICLE III. DOCTRINE**

**I. The Scriptures**

The Holy Bible was written by men divinely inspired and is God's revelation of Himself to man. It is a perfect treasure of divine instruction. It has God for its author, salvation for its end, and truth, without any mixture of error, for its matter. Therefore, all Scripture is totally true and trustworthy. It reveals the principles by which God judges us, and therefore is, and will remain to the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and religious opinions should be tried. All Scripture is a testimony to Christ, who is Himself the focus of divine revelation.

**II. God**

There is one and only one living and true God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. God is all powerful and all knowing; and His perfect knowledge extends to all things, past, present, and future, including the future decisions of His free creatures. To Him we owe the highest love, reverence, and

obedience. The eternal triune God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

#### **A. God the Father**

God as Father reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purposes of His grace. He is all powerful, all knowing, all loving, and all wise. God is Father in truth to those who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all men.

#### **B. God the Son**

Christ is the eternal Son of God. In His incarnation as Jesus Christ He was conceived of the Holy Spirit and born of the Virgin Mary. Jesus perfectly revealed and did the will of God, taking upon Himself human nature with its demands and necessities and identifying Himself completely with mankind yet without sin. He honored the divine law by His personal obedience, and in His substitutionary death on the cross He made provision for the redemption of men from sin. He was raised from the dead with a glorified body and appeared to His disciples as the person who was with them before His crucifixion. He ascended into heaven and is now exalted at the right hand of God where He is the One Mediator, fully God, fully man, in whose Person is effected the reconciliation between God and man. He will return in power and glory to judge the world and to consummate His redemptive mission. He now dwells in all believers as the living and ever present Lord.

#### **C. God the Holy Spirit**

The Holy Spirit is the Spirit of God, fully divine. He inspired holy men of old to write the Scriptures. Through illumination He enables men to understand truth. He exalts Christ. He convicts men of sin, of righteousness, and of judgment. He calls men to the Savior, and effects regeneration. At the moment of regeneration He baptizes every believer into the Body of Christ. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through His church. He seals the believer unto the day of final redemption. His presence in the Christian is the guarantee that God will bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the church in worship, evangelism, and service.

### **III. Man**

Man is the special creation of God, made in His own image. He created them male and female as the crowning work of His creation. The gift of gender is thus part of the goodness of God's creation. In the beginning man was innocent of sin and was endowed by his Creator with freedom of choice. By his free choice man sinned against God and brought sin into the human race. Through the temptation of Satan man transgressed the command of God, and fell from his original innocence whereby his posterity inherits a nature and an environment inclined toward sin. Therefore, as soon as they are capable of moral action, they become transgressors and are under condemnation. Only the grace of God can bring man into His holy fellowship and enable man to fulfill the creative purpose of God. The sacredness of human personality is evident in that God created man in His own image, and in that Christ died for man; therefore, every person of every race possesses full dignity and is worthy of respect and Christian love.

#### **IV. Salvation**

Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Savior, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

- A. Regeneration, or the new birth, is a work of God's grace whereby believers become new creatures in Christ Jesus. It is a change of heart wrought by the Holy Spirit through conviction of sin, to which the sinner responds in repentance toward God and faith in the Lord Jesus Christ. Repentance and faith are inseparable experiences of grace. Repentance is a genuine turning from sin toward God. Faith is the acceptance of Jesus Christ and commitment of the entire personality to Him as Lord and Savior.
- B. Justification is God's gracious and full acquittal upon principles of His righteousness of all sinners who repent and believe in Christ. Justification brings the believer unto a relationship of peace and favor with God.
- C. Sanctification is the experience, beginning in regeneration, by which the believer is set apart to God's purposes, and is enabled to progress toward moral and spiritual maturity through the presence and power of the Holy Spirit dwelling in him. Growth in grace should continue throughout the regenerate person's life.
- D. Glorification is the culmination of salvation and is the final blessed and abiding state of the redeemed.

#### **V. God's Purpose of Grace**

Election is the gracious purpose of God, according to which He regenerates, justifies, sanctifies, and glorifies sinners. It is consistent with the free agency of man, and comprehends all the means in connection with the end. It is the glorious display of God's sovereign goodness, and is infinitely wise, holy, and unchangeable. It excludes boasting and promotes humility.

All true believers endure to the end. Those whom God has accepted in Christ, and sanctified by His Spirit, will never fall away from the state of grace, but shall persevere to the end. Believers may fall into sin through neglect and temptation, whereby they grieve the Spirit, impair their graces and comforts, and bring reproach on the cause of Christ and temporal judgments on themselves; yet they shall be kept by the power of God through faith unto salvation.

#### IV. The Family

God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood, or adoption. Marriage is the uniting of one man and one woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the man and the woman in marriage the framework for intimate companionship, the channel of sexual expression according to biblical standards, and the means for procreation of the human race. The husband and wife are of equal worth before God, since both are created in God's image. The marriage relationship models the way God relates to His people. A husband is to love his wife as Christ loved the church. He has the God-given responsibility to provide for, to protect, and to lead his family. A wife is to submit herself graciously to the servant leadership of her husband even as the church willingly submits to the headship of Christ. She, being in the image of God as is her husband and thus equal to him, has the God-given responsibility to respect her husband and to serve as his helper in managing the household and nurturing the next generation. Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children God's pattern for marriage. Parents are to teach their children spiritual and moral values and to lead them, through consistent lifestyle example and loving discipline, to make choices based on biblical truth. Children are to honor and obey their parents.

*Genesis 1:26-28; 2:15-25; 3:1-20; Exodus 20:12; Deuteronomy 6:4-9; Joshua 24:15; 1 Samuel 1:26-28; Psalms 51:5; 78:1-8; 127; 128; 139:13-16; Proverbs 1:8; 5:15-20; 6:20-22; 12:4; 13:24; 14:1; 17:6; 18:22; 22:6,15; 23:13-14; 24:3; 29:15,17; 31:10-31; Ecclesiastes 4:9-12; 9:9; Malachi 2:14-16; Matthew 5:31-32; 18:2-5; 19:3-9; Mark 10:6-12; Romans 1:18-32; 1 Corinthians 7:1-16; Ephesians 5:21-33; 6:1-4; Colossians 3:18-21; 1 Timothy 5:8,14; 2 Timothy 1:3-5; Titus 2:3-5; Hebrews 13:4; 1 Peter 3:1-7.*

*Ref: Baptist Faith and Message*

#### **ARTICLE IV. POLITY AND RELATIONSHIP**

Jesus Christ is the head of the church; the true source of all that the church is and does, and His glory is to be the objective of every act, function, and motive of the body, both individually and corporately. It is before Him that all other leadership must bow. He communicates his will for the church through His word, the Bible. He gives additional guidance by means of the specific leading of the Holy Spirit who indwells the heart of each believer. He calls forth leaders for the church to whom He gives responsibility for the oversight of the church body and the shepherding of its members. The government of this church is vested in the body of believers who compose its membership and leadership. Persons meeting the membership requirements and making a written request for membership shall constitute the membership. All internal groups created and empowered by the church shall exist to further the purpose of the church. They will be accountable to the church. As an autonomous local church, this church is not subject to the control of any ecclesiastical body. However, it relates to and cooperates with, the Baptist

General Convention of Texas, the American Fellowship of Cowboy Churches and other entities of like faith in sharing the gospel with the whole world. If an entity this church cooperates with ceases to agree with or support the mission of this church, this church reserves the right to disassociate with that entity.

## **ARTICLE V. ORDINANCES**

### **SECTION I. BAPTISM (*John 3:13-17, I Peter 3:21, Romans 6:4*)**

The church is understood to be a fellowship of baptized believers brought together to carry out the work of Jesus Christ. A baptized believer is one who has been scripturally immersed and understands baptism to be a symbol of the salvation which has already been accepted in their life by the grace of God through repentance of sin and faith in Jesus Christ.

### **SECTION II. THE LORD'S SUPPER (*Luke 22:17-20, I Corinthians 26*)**

The church will observe the Lord's Supper on a regular basis as led by the Pastor. The Lord's Supper is a symbolic act whereby the church, through partaking of the bread and the fruit of the vine, memorialize the death of Christ and anticipate His second coming. This observance is open to anyone who has accepted Jesus Christ as their personal savior and is seeking His righteousness.

## **ARTICLE VI. AMENDMENTS**

This constitution may be amend by consensus of the elder body after being presented to leadership for discussion and a nonbinding vote of affirmation by the congregation. In the absence of an elder body this Constitution may be amended by a three-fourths (3/4) vote of the active resident members present at a church conference called for that purpose.

## **ARTICLE VII. DISSOLUTION**

Upon dissolution of the cowboy church organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)3 of the Internal Revenue Service Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or a state or local government, for public purpose.

# BYLAWS

## ARTICLE I. MEMBERSHIP

### SECTION 1. ESTABLISHING MEMBERSHIP

Membership in the Church is open to anyone who meets the following qualifications:

- A. A. A member must have personal commitment of faith in Jesus Christ for salvation.
- B. A member must have been baptized by immersion after faith in Christ as a testimony of salvation.
- C. Membership may be established in the following ways:
  - 1. All candidates shall attend the Newcomers Class
  - 2. Statement: Candidates may join by affirming that they are baptized (immersed) believers in the Lord Jesus Christ, holding to the historic teachings of Christianity.
  - 3. Baptism: Candidates accepting Christ as their Savior and requesting believer's baptism by immersion will be accepted as members upon baptism.
- D. All candidates for membership shall give a verbal testimony of their conversion, baptism, walk with Christ and be in acceptance of the church's mission statement to the pastor or designated member of leadership.

### SECTION 2. TERMINATION OF MEMBERSHIP

A person's membership may be terminated in one of the following ways:

- A. Death
- B. Transfer of Membership
- C. Exclusion

If a member conducts himself in a manner which brings the name of Christ and the church into disrepute, or is found to be undermining church unity, it will be the responsibility of the elders under the guidance of the pastor to attempt to restore the member in a spirit of love according to the guidelines set forth in *Matthew 18:15-17* and other scriptures. If the member fails to respond positively to these attempts, exclusion will require a consensus of the elder body and a written account signed by the elder body outlining the process laid out by *Matthew 18:15-17* that they followed up with the member.

### SECTION 3. RIGHTS OF MEMBER

Each active resident member present, 18 years of age and older, shall be entitled to one (1) vote on each matter submitted for a vote at any called church conference. The right of a member to vote shall cease upon the termination of his membership in the church. The right of a member to vote may be suspended if the member is involved in an unresolved elder intervention or if the member is no longer an active resident member. An active resident member is a member on the church roll who lives in or around the Northeast Texas area and attends the church's regular worship services at least 6 times in a 90 day period. Active resident members have the right to

vote on the following matters: the annual church budget, indebtedness associated with land acquisition and/or building improvements, cumulative indebtedness for all other aspects of church business that exceeds 20% of the annual church budget, the disposition of all or substantially all of the assets of the church, the merger or dissolution of the church, and any other matter submitted by the elders to the church for a vote.

## **ARTICLE II. MINISTERIAL LEADERSHIP**

### **SECTION 1. PASTOR**

#### **A. Call**

Upon a vacancy in the pastorate the Elders are responsible for determining the process for calling a pastor. In accordance with *Acts 14:23* the Elder body must be in consensus on a single candidate before he is presented to the church for affirmation. Spiritual authority will be given to the new pastor by appointment of the elder body. The congregation will affirm his appointment and submission to his spiritual authority by extending a call.

#### **B. Duties**

The pastor, along with the counsel of the Elder's, shall be the spiritual leader of the congregation. He shall preach and teach the word of God, lead the church in a regular worship services, administer the ordinances of the church, serve as moderator at church conferences, provide leadership to the ministerial staff, serve as over all administrator of the church with counsel and accountability of the elders, work to implement the model of church structure and function laid out in this constitution and generally fulfill all his pastoral duties as set forth in Scripture.

#### **C. Termination**

The pastor's duties with the church may be terminated by resignation, death, or dismissal. A vote for dismissal must be preceded by appropriate interventions in accordance with Matthew 18 by the elders. Such dismissal will require two-thirds (2/3) vote of the active resident members present and voting at the called church conference. The moderator for this conference will be a disinterested third party appointed by the Elders.

### **SECTION 2. ASSOCIATE PASTOR**

#### **A. Call**

The Associate Pastor is selected by the Pastor to support the vision and values of the Cowboy Church and Elders.

#### **B. Duties**

- ☆ Assist the Senior Pastor in preaching, teaching and leading in worship.
- ☆ Support the vision and values of the cowboy church.

- ☆ Meet monthly with the pastor and ministry teams to provide leadership support, direction and focus.
- ☆ Supervise and assist the ministry teams in planning, coordinating and implementing programs related to their areas of responsibility.
- ☆ Schedule and hold Newcomer meetings for new member orientation.
- ☆ Perform duties and tasks as requested by the Senior Pastor, such as hospital visits, assisting with weddings and funerals, etc.
- ☆ Direct an effective Sunday school ministry program for children and youth.

### C. Termination

The Associate Pastor's duties with the church may be terminated by resignation, death, or dismissal. His dismissal will be determined by the Pastor.

## **SECTION 3. ELDERS** (*Acts 14:23, 15:2, 20:17, Titus 1:5, James 5:14, I Peter 2:25, 5:1-4*)

### A. Purpose and Function

Elders shall serve to provide spiritual leadership and accountability to the church and fulfill elder duties in accordance with scripture. They will provide a brotherhood of support and accountability for the pastor, assist the ministry teams with difficult issues, serve as arbitrators in matters of conflict or church discipline and in general provide spiritual leadership, guidance, and assistance wherever and whenever appropriate. The elder body shall be made up of no less three elected elders plus the pastor, who is the lead elder.

#### 1. Spiritual Authority

Spiritual authority comes from God through His Holy word and through his calling of men. Once an elder's calling has been recognized, upon his appointment to the elder position in the church he will assume all spiritual authority granted to him through scripture. This authority will cease upon his leaving of office at the appointed time.

#### 2. Decision Making Body

Elders use their spiritual authority to empower the congregation to make ministry decisions through teams within scriptural and constitutional guidelines. Elders are a decision making body in matters related to administration, church direction, when a ministry team cannot reach consensus on an issue, when the functional structure does not exist or breaks down and in matters of church discipline or pastoral accountability.

#### 3. Limited Involvement

Elders are not an oversight body for the finances, personnel or pastor unless it is determined that unbiblical, immoral or unethical behavior has occurred. They can be enlisted by the pastor, personnel team or the audit team if it is deemed necessary by any of these.

#### 4. Dual Roles

Elders cannot have dual leadership roles. When a candidate for elder is nominated he must be willing to step down from any other role in leadership that he occupies. Other leadership roles include; lay pastor, team leader, or paid staff.

#### 5. Confidentiality

All discussions between the elders are strictly confidential; this includes not discussing elder issues with the spouses of elders or other church members. Breaking confidentiality is grounds for removal. Elders do not meet without all the elders present including the pastor if this is possible and absolutely never meet to discuss problems about the pastor or another elder without them present. The Pastor-Elder and Elder-Elder relationships must be 100% transparent.

### B. Qualifications

An Elder must be someone who the existing elder body believes has a true calling from God that has been demonstrated by service. Elders need to meet a minimum level of the scriptural qualifications in *1 Timothy 3:1-12*. An Elder must have an understanding and desire to see that the Mission of the church and its values are upheld. Elders must be willing to rearrange their daily schedules or do whatever it takes to ensure the Mission of the Church and any business necessary is fulfilled. Elders must be men of spiritual maturity. An Elder must preclude his role and authority in any situation that is or could be perceived as a conflict of interest.

### C. Selection and Term of Office

1. On or about December 1<sup>st</sup> of each year, the church will be asked to submit in writing the names of men to serve as Elders. These names will be screened by the Pastor and existing Elders to ensure that the nominees meet the qualifications set forth above. If it is determined that nominee is qualified, he will be considered by the Elders as a candidate. Before consideration, the nominees will be interviewed by the existing Elders to further determine qualification. If it is determined that a nominee is qualified, his name will be placed before existing Elders as a candidate. However, if the Elders, the Pastor, or the nominee determine that he is not qualified, he will not be a candidate.
2. Once a list of qualified candidates has been assembled, existing Elders will select new Elders on or before January 31<sup>st</sup>. The three candidates selected by the existing Elders will serve as Elders until the next selection unless precluded by death, resignation, or removal.
3. The first slate of elected Elders will have a one, two and three year term. These first terms will be determined by lottery. Thereafter all terms will be three years and only one new Elder is to be eligible to be a candidate for again if it is determined that he is still qualified.
4. Previous elders are eligible to be nominated for another term after an absence of 1 year.

#### D. Removal

Any active resident member of the church may bring a written scriptural reason for removal of an elder. Elders other than the Pastor may be removed from office by their own decision or by consensus decision of the other elders. Removal shall be based upon being spiritually unqualified, the inability to serve or as a result of the process laid out in Matthew 18:15-17 or failure to fulfill their commitments as an elder.

#### E. Vacancies

Elder vacancies can occur by death, resignation, or removal. When a vacancy occurs, the existing elders shall select an interim to fill the vacancy until the next election.

### **SECTION 4. LAY PASTORS**

#### A. Purpose and Function

Lay pastors shall serve as:

##### 1. Extensions of the Pastor

They are directed by the pastor to help him carry out ministry duties. They are appointed and replaced by the pastor at his discretion.

##### 2. Resource for the People

Lay Pastors may be attached to one or more ministry teams. Lay Pastors do not run or lead the teams. They resource the team and act as a liaison between the team and the pastor.

##### 3. Ministers in Worship

Lay Pastors may be called on to participate in the worship service, i.e., announcements, prayer requests, administering ordinances, assisting in baptism etc. Lay Pastors may also be called upon to bring devotion, preach, pray or lead bible studies depending on their gifts, talents and spiritual maturity.

##### 4. Ministers to the Congregation

Lay Pastors help the pastor minister to the needs of the congregation in many ways, such as, visitation, meeting member's physical needs as well as the physical needs of the church.

#### B. Selection

Lay pastors shall be appointed as needed by the senior pastor. If there is no pastor they may be appointed by the elders.

#### C. Qualifications of Lay Pastor

Lay pastors must be active resident members in good standing, be growing in the Lord and have an active daily relationship with Jesus. Lay pastors must have a stable home life and be respected by others in the western culture and the community and not engage in activities

that would bring reproach to the Lord or the church. Divorce alone is not grounds for disqualification.

**D. Term of Office**

Lay pastors will be appointed to a one year term, but may serve multiple terms by mutual consent of the senior pastor, the elders, and the lay pastor involved.

**E. Removal**

A Lay pastor may be removed before their term of office expires by death, resignation, or dismissal by the pastor and or elders.

**ARTICLE III. LEADERSHIP STAFF**

**A. Selection**

If the Elders and/or the Pastor determine leadership staff other than the Pastor is needed for fulfilling the church's mission, they may be employed by the church. The Personnel Team will seek out and evaluate prospective candidates until they achieve complete consensus on three (3) perspective candidates. They will then give their recommendation to the Pastor and Elders for final consideration and employment.

**B. Duties**

Professional Ministerial Staff persons will have specific and written job descriptions as outlined by the Pastor and Personnel Team.

**C. Termination**

The service of the Ministerial Staff persons may be terminated by resignation, death, or by an agreement by the Pastor and Elders. Dismissal can be made by the Pastor and/or elders.

**ARTICLE IV. SUPPORT STAFF**

**A. Selection**

The pastor and/or elders determine the need for support staff. Once a need is determined, budget approval by the church must be in place before a position can be filled.

**B. Duties**

Support staff persons will have specific and written job descriptions as outlined by the pastor and elders.

**C. Termination**

Dismissal may be made by the Pastor and the Elders.

**ARTICLE V. TEAMS**

**SECTION 1 GENERAL MINISTRY TEAMS**

**A. Purpose and Function**

Ministry teams shall be organized to carry out the specialized ministries of the church. Each ministry team shall have specific functions and responsibilities as assigned or approved by the pastor and/or elders.

## B. Structure

Ministry teams will be made up of team representatives and team members. There will be no less than 4 no more than 10 team representatives and as many members as needed to carry out the mission of the ministry team. Team representatives are responsible for attending regularly scheduled ministry team meetings and reaching consensus on decisions. Team members will have individual functions and responsibilities as assigned by the team representatives. A staff member or lay pastor will be assigned to each team to offer assistance and serve as a liaison between the team and the senior pastor and the team leader and will be responsible for ensuring that the team functions properly. Teams will function by consensus, not majority vote. Teams must arrive at decisions that can be supported by each member of the team. If consensus cannot be reached, the matter shall either be tabled or placed before the pastor and elders for a final decision. Ministry teams that have their own budget line must make a justified budget request to the Audit Team for the annual budget. The ministry team is responsible for staying within their budget and giving an account of all of their activities at the monthly leadership team meeting. The teams make their own decisions about what they will do in their particular areas of ministry and they will choose how to allocate their budget dollars, however, all major decisions that could affect church direction or church sponsored activities should be brought before the leadership team before being implemented. Teams will hold firmly to the Mission Statement of the church and filter everything they do through this mission statement and each team will have its own Purpose Statement to help guide its direction.

## C. Qualifications

Team representatives are members who represent the team in reaching consensus about decisions, team representatives must be: active resident members of the church in good standing, love the Lord and have a desire to see his kingdom grow, have credibility with other church members, have a passion for the mission of the team, be determined to make the team a top priority in their lives (this means that they are willing to rearrange their daily schedules or do whatever it takes to participate in team meetings and activities), and desire to use their talents and abilities to accomplish the team's mission. Team members must be willing to practice biblical Christianity. Non church members can be active on ministry teams but cannot be representatives that reach consensus on decisions.

## D. Formation of Teams

General Ministry teams may be formed as needed by the pastor and/or elders, by the Leadership Team, or by any lay pastor, ministry team leader, or church member with the pastor's approval.

## E. Selection and Term of Office

Members of general ministry teams may be appointed by the pastor and/or elders, or be enlisted by a lay pastor or ministry team leader. The term of office for general ministry team members will be one year, but members may serve multiple terms by mutual consent of the team leader, lay pastor, and team member involved.

## F. Removal

If a team member causes conflict, fails to carry out his or her responsibility to the team including meeting participation, or otherwise hampers the work of the team, every effort should be made by the team leader and assigned staff person to rectify the issue in a positive redemptive manner. However, if the problem persists, a team member may be removed by the pastor and/or elders, or by consensus decision of the other team representatives.

## SECTION 2 STANDING MINISTRY TEAMS

### A. Purpose and function

Standing ministry teams shall provide oversight of the church's regular business affairs and assist in finding and providing the tangible resources necessary to effectively carry out the church's ministries.

### B. Structure

Standing ministry teams shall be composed of six members serving two year terms with two members rotating off each year. A staff member or lay pastor will be assigned to each team to offer assistance and serve as a liaison between the team and the senior pastor and elders. Each year, one member of the team shall be designated by the pastor, lay pastor or staff member to be team leader and will be responsible for ensuring that the team functions properly. Teams will function by consensus, not majority vote. This means that teams must arrive at decisions that can be supported by each member of the team. If consensus cannot be reached, the matter shall either be tabled or placed before the pastor and elders for a final decision.

### C. Qualifications

Qualifications for standing ministry team members will be the same as those of general ministry team representatives. (Article I., Section 1.)

### D Standing Teams

The standing teams of the church shall be:

#### 1. Personnel Team

The Personnel Team will have 6 members and will be responsible to ensure that the church has adequate support staff to effectively carry out its ministries. They will fill staff vacancies as needed or as directed by the church, conduct periodic staff evaluations, make salary recommendations, and mediate church/staff disputes.

#### 2. Facility Team

The Facility Team will be made up of 6 members. This team is responsible to ensure that the church has adequate facilities to effectively carry out its ministries. They will oversee the care, maintenance, and use of all facilities and grounds except the arena. They will not oversee paid staff. Any concerns the facilities team may have with paid staff are to be taken to the personnel team and the personnel team will interact directly with paid

staff. The Facility Team will also assist the pastor and elders with long range planning which will ensure that the church has adequate facilities to meet future needs.

3. Audit Team

The Audit Team is made up of no less than 3 no more than 7 members. They meet once a month to audit the financial records. They only verify and report. They have no decision making authority about how money is spent. It is the Audit Team's responsibility to get budget requests from all of the various ministry teams and church administrators and put together an annual budget to be presented to the church for a vote. When putting together the budget the team will take into account projected church income based on history and realistic growth potential, church mission statement, church needs and priorities. A proposed budget will be presented at a monthly leadership team meeting for discussion before being put up for a vote. The budget will then be put up for a vote at a called business meeting where it will be voted on by the congregation. The budget can only be adopted by a 2/3 majority vote of the congregation. The Audit Team may be enlisted by the Pastor and Elders to come up with some policies related to finances, these polices can only be adopted by a 2/3 majority vote of the congregation.

4. Arena Team

The arena team shall be responsible for the oversight, care, maintenance, and use of the arena. They will work with the Leadership Team as well as other ministry teams to develop strategies and plan events that will utilize the arena to effectively reach the cowboy/western culture for Christ and provide the hub for family life in the church. The Arena Team will be structured and function the same as a general ministry team as described in Article IV, Section 1,

a). It may be determined that the arena team needs a separate checking account to handle incoming and outgoing funds. Any financial accounts are subject to the audit team and finance secretary and all financial activity is subject to the policies and procedures set forth by this church for the handling of finances. The qualifications for the arena team will be the same as for the general ministry teams as described in Article IV, Section 1, C. Formation of the Arena Team. The formation of the arena team will be the same as for a general ministry team as described in Article IV, Section 1, D. The selection and term of office will be the same as for a general ministry team as described in Article IV, Section 1, E. described in Article IV, Section 1, F.

b.) Selection and Term of Office

Members of standing ministry teams may be appointed by the pastor and/or elders, or be enlisted by others who have been given that authority by the pastor and elders and do so under their supervision. The term of office for standing ministry team members will be two years with two members rotating off each year.

c.) Removal

If a standing team member causes conflict, fails to carry out his or her responsibility to the team, or otherwise hampers the work of the team, every effort should be made by the team leader and assigned staff person to rectify the issue in a positive redemptive manner. However, if the problem persists, a team member may be removed by the pastor and/or elders, or by consensus decision of the other team members.

### SECTION 3. LEADERSHIP TEAM

A. Purpose and Function

The Leadership Team will serve to provide a forum in which the various ministry teams can brainstorm, coordinate activities and events, share resources, and generally work together to enhance the overall effectiveness of the church's ministries. It will be responsible for setting the church calendar and holding all ministry teams accountable to the church's mission statement, values and constitution.

B. Structure

The Leadership Team will consist of the team leaders from each ministry team, the pastor, the elders, the lay pastors, and staff. In addition, its meetings will generally be open to the participation and input of the entire church membership, however, the leadership team may meet in closed meetings but this cannot take the place of the monthly leadership team meeting which is open to the congregation. Leadership team meetings shall be moderated by the senior pastor or a person whom the senior pastor will designate.

C. Meetings

The Leadership Team will meet as often as necessary to effectively plan and coordinate the activities and events of the church. At a minimum the leadership team will meet once every 2 months.

## ARTICLE VI. CORPORATE OFFICERS

### SECTION 1. PRESIDENT

The senior pastor shall serve as the president and overall administrator of the corporation. He will serve as moderator at church conferences and be responsible for ensuring that the daily business affairs of the church are appropriately and effectively executed.

### SECTION 2. TRUSTEES

A. Purpose and function

Trustees shall sign the title to church property; all legal documents involving the sale, mortgage, purchase, or rental of property; all notes and loan instruments; and such other legal documents as may require execution on behalf of the church. There shall be 3 trustees.

B. Selection and Term of Office

The three trustees will be the elected and serving elders. The trustees will have no decision making authority, they will only execute the will of the church in legal matters.

**SECTION 3. CLERK/SECRETARY**

A. Purpose and function

The Church Clerk shall serve as secretary of the corporation. The responsibilities of the clerk will be to keep the minutes of all church conferences, insure that a proper file of all members is maintained.

B. Selection and Term of Office

A volunteer may be appointed by the pastor and elders. A paid staff position can be filled by the Personnel Team. The Church Secretary shall serve as Church Clerk.

**SECTION 4. VACANCIES**

In the event a vacancy occurs in any corporate office, the elders shall appoint a successor to fill the unexpired term.

**ARTICLE VII. CHURCH BUSINESS**

**SECTION 1. FINANCES**

A. Fiscal year

The fiscal year of the church will be on a calendar year basis beginning on January 1 and ending on December 31 of each year.

B. Accounting Procedures

A system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the Audit Team.

C Budget

The Audit Team, in consultation with the pastor and ministry team leaders, shall prepare and submit a budget for congregational approval prior to the beginning of each fiscal year as outlined in (Article IV, Sec 3, D, 3).

D. Checks, Drafts, Etc.

All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the church shall be signed by at least two people who have been designated by the Audit Team for that purpose. The pastor and or the pastor's spouse, associate pastor or the associate pastor's spouse, an elder and or an elder's spouse or other relations of conflict of interest may not serve as check signers.

E. Deposits

All funds of the church shall be deposited from time to time to the credit of the church in such banks, trust companies or other depositories as determined by the Audit Team.

SECTION 2. CHURCH CONFERENCES

A. Special Church Conferences

Church conferences may be called by the elders or by written petition of 50% of the active resident members presented to the elders.

B. Notices

Notices of the time and place of all church conferences shall be given no later than the Sunday prior to such meetings by publication in the church newsletter or worship bulletin, or by public announcement at a regular Sunday morning worship service.

C. Place of Church Conferences

All church conferences shall be held on the premises of the church.

D. Quorum

The active resident church members present at any duly called church conference shall constitute a quorum.

E. Proxies

Voting by proxy at any church conference shall not be allowed or recognized.

F. Will of the Church

All Ministry Teams, officers, and organizations of the church shall carry out the will of the church on any given matter, duly expressed by its vote.

G. Rules of Procedure

The order of proceedings at church conferences shall be determined by the rules of practice contained in Robert's Rules of Order, Revised.

H. Conduct of Church Business

All business of the church shall be conducted in a manner that honors Christ and respects others. The church shall strive to seek the will of God by prayerful deliberation and common consensus.

### SECTION 3. CONTRACTS

The Trustee's shall execute and deliver any contract or instrument in the name of the church which may be authorized by the church to be so executed and delivered. In this connection, the church body as a whole shall be the ultimate authority for all actions taken by the church and no other person, organization or corporate officer shall have any authority to contract or otherwise bind the church without express authorization from the church body.

### SECTION 4. BOOKS AND RECORDS

The church shall keep and maintain a complete and accurate record of all financial accounts, membership lists, and church conference minutes at its principle office. All books and records of the church may be inspected by any active resident member, or his agent or attorney, for any purpose at any reasonable time. All giving records must be sealed and only persons appointed by the elders that are restricted by confidentiality may handle these records.

### SECTION 5. PROHIBITION AGAINST SHARING IN CORPORATE EARNINGS

No member, officer, or person connected with the corporation, or any other private individual shall receive at any time any of the net earnings of pecuniary profit from the operations of the corporation, provided that this shall not prevent the payment to any such person of a reasonable compensation for services rendered to or for the corporation in effecting any of its purposes as shall be fixed by the church; and no such person or persons shall be entitled to share in the distribution of any of the corporate assets upon the dissolution of the corporation. All members of the church shall be deemed to have expressly consented and agreed that upon such dissolution or winding up of the affairs of the corporation, whether voluntary or involuntary, the assets of the corporation, after all debts have been satisfied, then remaining in the hands of the officers of the church shall be distributed, transferred, conveyed, delivered, and paid over, in such amounts as the church may determine or as may be determined by a court of competent jurisdiction upon application of the church, exclusively to charitable, religious, or educational organizations which would then qualify under the provisions of Section 501 (C)(3) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended.

### SECTION 6. EXEMPT ACTIVITIES

Notwithstanding any other provision of these by-laws, no member, officer, or representative of the corporation shall take any action or carry on any activity by or on behalf of the corporation not permitted to be taken or carried on by any organization exempt under Section 501 (C) (3) of the Internal Revenue Code and its Regulations as they now exist or as they may hereafter be amended, or by any organization contributions to which are deductible under Section 170 (C)(2) of such code and regulations as they now exist or as they may hereafter be amended.