

CONSTITUTION AND BYLAWS OF NEW HOPE CHURCH, INCORPORATED East Tawas, MI

As Ratified at the Board of Directors Meeting on September 16, 2007

PREAMBLE

The purpose of New Hope Church is to reach a lost and hurting world both locally and in foreign lands, with the hope and love of Jesus Christ, to bring new believers into His kingdom, and to help believers grow to be more like Him. This is accomplished by equipping and mobilizing believers to reach out with the relevant message of Jesus Christ and by expanding and reproducing the church as directed by the Holy Spirit. (*Matthew 28:18-20; Acts 11:19-26*). We do hereby recognize ourselves as a Christ-centered, bible-based, purpose-driven nondenominational church.

CONSTITUTION

ARTICLE I. NAME

The name of this church shall be New Hope Church, Incorporated of the city of East Tawas, state of Michigan on June 8, 2007. The church maintains its principal office in the City of East Tawas, MI. The church pastoral and administrative leadership retains full power and authority to change the principal office from one location to another.

ARTICLE II. PREROGATIVES

Sec. 1. This church shall have the right to govern itself according to the standards of the New Testament Scriptures, "endeavoring to keep the unity of the Spirit in the bond of peace... until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ."
Ephesians 4:3,13.

Sec. 2. In connection therewith, or incidental thereto, it shall have the right to purchase or acquire by gift, bequest or otherwise, directly or as trustee, and to own, hold in trust, use, convey, mortgage, lease or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purposes; all in accordance with its Constitution and Bylaws or as the same may be hereafter modified or amended.

ARTICLE III. STATEMENTS OF FAITH

What we believe...

ABOUT THE BIBLE

The Bible is God's word to all men. It was written by human authors, under the supernatural guidance of the Holy Spirit. It is the supreme source of truth for Christian beliefs and living. Because it is inspired by God, it is truth without any mixture of error.
2 Timothy 3:16; 2 Peter 1:20,21; 1 Thessalonians 2:13, Psalm 119:160

ABOUT GOD

God is the Creator and Ruler of the universe. He has eternally existed in three persons: the Father, the Son and the Holy Spirit. These three are co-equal and are one God.
Genesis 1:1; Psalm 90:1-2; Matthew 28:19; 1 Timothy 2:5, Isaiah 43:10,11

ABOUT JESUS CHRIST

Jesus Christ is the Son of God. He is co-equal with the Father. Jesus lived a sinless human life and offered Himself as the perfect sacrifice for the sins of all men by dying on a cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory and will return again to earth to reign as King of kings, and Lord of lords. *John 1:1, John 1:14, Isaiah 9:6, 1 Timothy 3:16, 1 Timothy 6:14, 1 Corinthians 15:17, Matthew 1:22,23; Acts 1:9-11, 2:22, 10:38.*

ABOUT THE HOLY SPIRIT

The Holy Spirit is equal with the Father and the Son as God. He is present in the world to make men aware of their need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with power for living, understanding of spiritual truth, and guidance in doing what is right. The Christian seeks to yield to His leading daily. *2 Corinthians 3:17; John 14:26, 16:7-13; Romans 8:11; 1 Corinthians 3:16; Ephesians 1:13; Zechariah 4:6*

ABOUT MAN

Man is made in the spiritual image of God, to be like Him in character. He is the supreme object of God's creation. Although man has tremendous potential for good, he is marred by an attitude of disobedience toward God called "sin". This attitude separates man from God. *Genesis 1:26,27; Isaiah 53:6a; 59:1,2; Romans 3:23; James 4:17*

ABOUT SALVATION

Salvation is a gift from God to man. Man can never make up for his sin by self-improvement or good works. Only by trusting in Jesus Christ as God's offer of forgiveness can man be saved from sin's penalty. Eternal life begins the moment one receives Jesus Christ into his life by faith. *John 1:12, 3:5; 14:6, Titus 3:5; Romans 5:1; Ephesians 2:8,9; Psalm 27:1, Acts 16:31*

ABOUT ETERNITY

Man was created to exist forever. He will either exist eternally separated from God by sin, or in union with God through forgiveness and salvation. To be eternally separated from God is Hell. To be eternally in union with Him is eternal life. Heaven and Hell are places of eternal existence. *John 3:16, 2:25; 1 John 5:11-13; Romans 6:22,23; Revelation 20:15; Ecclesiastes 3:11,14*

ARTICLE IV . ORDINANCES

Baptism in Water

The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe in Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life. (*Matthew 28:19; Mark 16:16; Acts 10:47, 48; Romans 6:4*). (Baptism however, is not to be regarded as a means of salvation). The ordinance of Baptism by immersion in water (*Matthew 28:19*) shall be administered to all those who have repented of their sins and who have believed in the Lord Jesus Christ to the saving of their souls, and who give clear evidence of their salvation (*Romans 6:3-5; Colossians 2:12*).

Constitution and Bylaws – New Hope

The Lord's Supper

The Lord's Supper, consisting of the elements - bread and the fruit of the vine - is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (*2 Peter 1:4*); a memorial of His suffering and death (*1 Corinthians 11:26*); and a prophecy of His second coming (*1 Corinthians 11:26*); and is enjoined on all believers "till He comes! The ordinance of the Lord's Supper shall be observed regularly as enjoined in the Scriptures. (*Luke 22:19,20; Corinthians 11:23-26*)

ARTICLE V. MEMBERSHIP

Sec. 1. Membership. Membership in this church shall be open to all those who:

- (a) give evidence of faith in the Lord Jesus Christ
- (b) voluntarily subscribe to the statements of faith
- (c) complete class 101 and the covenant of commitment

Members 18 years or older have a right to voice and vote for election of the Sr. Pastor and Board of Directors.

Sec. 2. Junior Membership shall be given to all of those under the age of 18 who are baptized. They shall maintain that status until their 18th birthday. To move from Junior membership to Membership, refer to section 1. a - c above.

Sec. 3. Termination of Membership. Members shall be removed from the Church roll for the following reasons:

- (a) death
- (b) transfer of membership to another church
- (c) by personal request of the member
- (d) dismissal by the Elders according to the following conditions:
 - (1) The member's life and conduct is not in accordance with the membership covenant in such a way that the member hinders the ministry influence of the Church in the community.
 - (2) Procedures for the dismissal of a member shall be according to *Matthew 18: 15-17*.

Sec. 4 Restoration of Members. Members dismissed by the Elders shall be returned by the Elders according to the spirit of *2 Corinthians 2:7-8* when their lifestyles are determined to be in accordance with the membership covenant.

ARTICLE VI . OFFICERS

Sec. 1. Officers. There shall be a Pastor, a Board of Directors and a Board of Elders.

Sec. 2. Directors. (a) The Board of Directors shall consist of six to eight elected members, plus the Sr. Pastor; an odd number is preferred as total. They shall be under the oversight and guidance of the Sr. Pastor, and shall be responsible for the business and property management of the church.

Sec. 3. Elders. The Board of Elders, shall consist of four to six members and the Sr. Pastor. They shall be appointed by the Sr. Pastor and under the oversight and guidance

Constitution and Bylaws – New Hope

of the Sr. Pastor, shall be responsible for the spiritual management of the church. The Elders shall be people of mature Christian experience and knowledge, who shall as closely as possible meet these requirements as set forth in (I Timothy 3 and Titus 1).

Sec. 4. All matters of church government shall be carried out by the official boards. Members of the official boards shall be at least 23 years of age and shall have been members of the church for at least one year.

ARTICLE VII . MEETINGS

Sec. 1. Meetings for public worship shall be held on each Lord's Day and during the week as may be provided for under the direction of the Pastor and the Church Officers.

Sec 2. An annual business meeting of the church shall be held to appoint board members.

Sec. 3. Special business meetings of the church board may be called when necessary, after proper notice has been given by the Pastor or by the Secretary of the church, provided the meeting has been agreed upon by a majority of the Boards. Special meetings may also be called by petition having been signed by not less than a majority of the active membership of the church, the petition to be placed in the hands of the Pastor or the Secretary and announcement made on the two Sundays immediately prior to the date of meeting. An emergency meeting may be called by the Boards providing 24 hours notice.

Sec. 4. Quorum. Those members present and voting at a meeting duly noticed and called shall constitute a quorum of the membership for the transaction of business.

Sec. 5. The Board of Directors, with the Pastor, shall meet periodically for the transaction of routine business for the church; time and place to be announced by the Pastor or his/her designee.

Sec. 6. Prayer. All church meetings shall be opened and closed in prayer.

ARTICLE VIII . COMMITTEES/ TEAMS

Sec. 1. Committees. As need arises, committees may be established under the supervision of the Pastor and Official Boards, which shall be conducted as branches of the church activities. Their policies shall be approved by the Pastor and Boards.

Sec. 2. Relationship. All committees shall be subordinate to the church and shall contribute to the harmony and development of the whole. They shall be under the general supervision of the Sr. Pastor, or a board member as appointed by the Sr. Pastor, either of which may be an ex-officio member of all committees.

ARTICLE IX . FINANCES

All funds for the maintenance of the church shall be provided by the voluntary contributions or the tithes and offerings of the members and friends of the organization. Offerings shall be accepted by the church at such times and in such ways as agreed upon by the Pastor and Board of Directors, and shall be administered under their direction. (*Malachi 3:10; Luke 6:38; I Corinthians 16:1-2; 2 Corinthians 9:6-8*).

ARTICLE X . PROPERTY

All property of the church shall be deeded to the church and held in its name. No property of the church shall be sold, leased or mortgaged or otherwise disposed of without the same shall have first been recommended by at least two-thirds of the Board who are in attendance at a regular meeting or special meeting of the church which has been called for the consideration of the proposal. The Pastor and the Secretary of the church shall certify in such conveyance, lease or mortgage, that the same has been duly authorized and recommended by a vote of the Board. Such certificate shall be held to be conclusive evidence thereof.

ARTICLE XI. BIBLE VERSION

For the purposes of written official documents of New Hope Church, the New International Version shall be used when referring to or referencing scriptures.

ARTICLE XII . AMENDMENTS

This Constitution may be amended by a two-thirds vote of the official Boards of the church in attendance at any regular or special meeting called for that purpose, provided due notice of such proposed change shall have been made at least two weeks immediately prior to the time of such meeting. Additional Statements of Faith may be added upon the acquisition of a Sr. Pastor and once the Statements of Faith are approved by the church, they stand as written regardless of majority.

BYLAWS

ARTICLE I. DUTIES OF THE OFFICERS

Sec. 1. The Sr. Pastor shall be considered as the spiritual overseer of the church and shall provide direction for its activities. He shall be the president of the corporation and shall act as chairman of all the business meetings of the church, of the Board of Elders and Board of Directors. He shall be an ex-officio member of all committees. He shall provide for all the services of the church and shall arrange for all special meetings. No person shall be invited to speak or preach in the church without his approval.

Sec. 2. Whereas, New Hope Church is a multi-staffed church, the Sr. Pastor shall be a member of the Board of Directors and the Board of Elders.

Sec. 3. The Board of Elders is appointed by the Sr. Pastor to serve the church and therefore shall act in an advisory capacity with the Pastor in all matters pertaining to the church in its spiritual life and in the ministry of its ordinances. They shall act in the examination of applicants for membership, and also in the administration of discipline. The Board of Elders shall use the Biblical guidelines for exercising church discipline. Specific references to the Governing scriptures are namely *Matthew 18:15-20; 1 Corinthians 5:1-13; Galatians 6:1; 1 Thessalonians 5:14; 2 Thessalonians 3:6, 10-15; 1 Timothy 5:19-20; Titus 3:10-11.*

Sec. 4. The Board of Directors shall be the custodians of all the real property of the church and shall pass on all business matters pertaining to the church and in business matters that pertain to the Pastor. The Board of Directors shall meet as often as needed for the discharge of their duties. Email and or conference calling may be utilized

Constitution and Bylaws – New Hope

to conduct the business of the church as appropriate. The board of Directors shall appoint the following officers of the church:

- (a) Chairperson to run the business meeting of the Board.
- (b) Vice Chair to run the business meeting of the Board in the absence of, or delegation by the Chairperson.
- (c) Secretary to record the business meetings and official business of the Board of Directors and the Church.
- (d) Treasurer to report on the state of finances of the church quarterly and the budget(s) annually, at a minimum.
- (e) An Official Spokesperson will be designated by the Board to speak on behalf of the church in matters of the church that may become the attention of the media or government.

Sec. 5. A majority present at any meeting of the Official Boards shall constitute a quorum, provided all the members have been notified to be present. In the event the church is temporarily without a Sr. Pastor, the Official Boards shall be empowered to provide for their own chairman from their membership in order to transact business for the church. The Sr. Pastor must be given due notice of any called meeting and time allotted for attendance.

ARTICLE II . ELECTIONS AND VACANCIES

Sec. 1. The Sr. Pastor, may be elected to serve for an indefinite period of time. A Pastoral Search Committee will search for potential candidates and present them to the Board of Directors and the Board of Elders. Election shall be by secret ballot of the church at a special meeting called for that purpose. A two-thirds majority vote of all votes cast shall be required to constitute election.

The Pastoral Search Committee will consist of one member from the Board of Elders, one member of the board of Directors and four official members of the church body.

Sec. 2. All other pastors and employees on staff, shall serve for an indefinite period of time and shall be appointed by the Senior Pastor.

Sec. 3. In the event of incapacitation of the Senior Pastor, an interim Pastor will move into those duties maintained by the Senior Pastor until the Sr. Pastor is able to resume his responsibilities or a new Sr. Pastor is hired.

- (a) All associates will be hired or dismissed by the Senior Pastor since no man can serve two masters.
- (b) All associates must be in the good graces of Senior Pastor to remain in this office.

Sec. 4. An annual business meeting will be held to conduct the business of the church, to vote on members of the Board of Directors and other church issues.

Sec. 5. The Elders and Directors meeting together shall be known as the Official Church Boards.

Constitution and Bylaws – New Hope

Sec. 6. Members may not serve on both Board of Directors and Board of Elders.

Sec. 7. Other staff pastors may not serve on either official boards, although the Sr. Pastor may ask another staff pastor to attend a board meeting in his absence.

Sec. 8. The Board of Directors shall be elected from the membership of the church by official church members at the annual business meeting. They shall be elected by a majority vote. Their terms of office shall be for two years from the time of appointment, and shall be staggered so that some members of the Board of Directors are always carried over each year. A total of four consecutive years (two terms) may be served, then they must be out of office for at least one year before resuming office for another term.

Sec. 9. The Board of Elders shall be appointed by the Sr. Pastor for an indefinite time period. Elders must be official members of the church. The Elder Board will elect a head elder amongst themselves. In the event that an elder is no longer to carry out his duties, the Sr. Pastor may add or dismiss an elder at any time.

Sec. 10. In the event a Pastor has serious charges preferred against him, (a) unscriptural conduct, (b) doctrinal departure from the statements of faith, (c) incompetence in office, (d) for any good and sufficient cause, power is vested in the Board of Elders and the Board of Directors to ask for the resignation of the Pastor at any of its regular business meetings or at any special meeting called for that purpose. If such resignation is refused, the pastorate shall not be considered vacant until the action of the Board of Elders and the Board of Directors has been confirmed by a majority vote of the congregation at a meeting called for the purpose, such meeting to be presided over by the Board of Elders.

If a pastor is sued for any reason, the church must have liability insurance to protect itself.

ARTICLE III . MEMBERSHIP

Sec. 1. The standard of Membership. The standard of membership of this church shall be:

- (a) Evidence of a genuine experience in regeneration (the new birth) (*John 1:12,13; 3:3-8; 1 Peter 1:18-25*).
- (b) Evidence of a consistent Christian life. *Romans 6:4; 8:1-4; 13:13,14; Ephesians 4:17-32; 5:1,2,15; 1 John 1:6,7.*
- (c) To fully subscribe to the statements of faith as set forth in the Constitutional rules of Order adopted by the church.
- (d) A willingness to contribute regularly to the support of the church according to his or her ability.

Sec. 2. Reception of Members.

Persons desiring to become active members of the church shall make known the fact to the Pastor, who shall examine the applicant according to the standard of membership. The Pastor shall present the names of those who apply for membership with his recommendation to the Board of Elders, who shall act upon said recommendation and render a final decision. All persons who shall have met the membership requirements

Constitution and Bylaws – New Hope

and have been passed on favorably shall be received into the church publicly at any of the regular Sunday services and their names inscribed on the roster.

Sec. 3. Discipline.

Biblical guidelines shall be used for exercising church discipline as referenced in the article on duties of the officers – Board of Elders.

Any member of the church whose life and conduct is not in accordance with the membership covenant in such a way that the member hinders the ministry influence of the Church in the community shall be temporarily suspended from active voting membership pending investigation and final decision in his case.

Unscriptural conduct or doctrinal departure from the Statements of Faith held by this church shall be considered sufficient grounds upon which any person may be disqualified as a member. (*Matthew 18:15-18; Romans 16:17,18; I Corinthians 5:11; Gal. 1:8,9; Titus 3:1-15.*)

Personal disputes between a church member and the church will be resolved using the biblically based guidelines in *1 Corinthians 6:1-8*. All members of this church agree to submit to binding arbitration any matters which cannot otherwise be resolved, and expressly waive any and all rights in law and equity to bringing any civil disagreement before a court of law.

Sec. 4. Members in good standing, who may wish to sever their relationship with the church, or who may desire to be transferred to some other congregation, may provide written notification to the Board of Elders requesting a letter of transfer or provision of statement of withdrawal.

Sec. 5 The Pastor and the Board of Elders and the Board Directors shall be authorized to revise the membership roll of the church annually, and to remove from the list of active members all names of those who may have deceased during the year, together with the names of those who may have withdrawn from the fellowship, or who have been removed by the discipline of the Board of Elders. The following rules and instructions shall be observed as occasion may require. (*Matthew 18:15-17; Romans 16:17-18; I Corinthians 5:1-5; 2 Thessalonians 3:6-15*).

Sec. 6. Junior membership shall be given to all of those under the age of 18 who are baptized. They shall maintain that status until their 18th birthday. To move from Junior membership to Membership, they must attend our membership Class 101 and be recognized by the church body.

ARTICLE IV. COMMITTEES / TEAMS

All departments shall be under the general supervision of the Pastor. They shall be conducted as a branch of the activities of the church. When Committees are established, they are for a specific purpose. A chairperson or facilitator is appointed from the group and meetings are held as often as necessary to fulfill the assignment.

ARTICLE V. PROPERTY RIGHTS

Constitution and Bylaws – New Hope

Sec.1. All property, real or chattel, shall be taken, held, sold, transferred or conveyed in the corporate name of the church.

Sec. 2. No real property or chattel property of the church shall be sold, leased, mortgaged or otherwise alienated without the same shall have been authorized by at least a two-thirds majority vote of the Board of Directors and Elders.

Sec. 3. The Pastor and the Board of Directors shall certify in such conveyance, lease, or mortgage, that the same has been duly authorized by the vote of the official Board. Such certificates shall be held to be conclusive evidence thereof.

Sec. 4. New Hope Church is organized exclusively for charitable, religious and educational purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code. Upon the dissolution of New Hope Church, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose.

ARTICLE VI. BORROWING MONEY / PURCHASES

The Board of Directors may authorize the borrowing of money for the purpose of building or purchase of equipment or machines for amounts greater than \$5000.00. These must be purchases which are wholly owned by the church and held in trust by the Board of Directors. Leases greater than one year will require recommendation from the Board. Two board members may authorize an unbudgeted expenditure of up to \$5,000.00.

ARTICLE VII. OTHER LEGAL CONSIDERATIONS

The Board of Elders should do a criminal check on all pastors so as not to be found guilty of "Negligent Hiring and Supervision" if it is held libel for its minister's conduct.

The church should have I-9 forms for all employees hired.

The Sexual Harassment Policy will be made known to all employees, both professional and hourly.

Volunteers working with children and youth shall complete a screening checklist and certification course for working with children and youth.

Appropriate Health and Life Insurance policies will be offered to the Sr. Pastor, preventing him or his family a financial burden on the church if a situation arises.

ARTICLE VIII . RECORDS AND REPORTS

The church shall maintain the following records and reports:

- (a) adequate and correct books and record of accounts (financial), and
- (b) written minutes of the proceedings of its members and Board, and
- (c) records of the members of the church, setting forth the member's names and addresses; and
- (d) contribution statement for contributors.

Constitution and Bylaws – New Hope

All such records shall be kept at the church's principal office.

ARTICLE IX - AMENDMENTS

The Bylaws may be amended by a two-thirds vote of the Board of Elders, Board of Directors at any regular or special meeting called for that purpose, provided due notice of such proposed change shall have been made at least two weeks immediately prior to the time of such meeting.