



# Constitution and By-Laws



## **CONSTITUTION**

### **ARTICLE I NAME**

This church is to be known as LCBC. The corporate (legal) name of this church is Lancaster County Bible Church.

### **ARTICLE II PURPOSE**

**Lives Changed By Christ:** The purpose of this church is to produce fully devoted followers of Christ<sup>1</sup> out of unconnected seekers. This will be accomplished by providing environments that foster life change among those He leads us to reach out to with the Good News of Jesus Christ locally, regionally, and around the world. Life change occurs through:

- Worship that leads each person into the presence of God<sup>2</sup>.
- Bible learning that results in the application of Biblical truth<sup>3</sup>.
- Relationships with others that lead to Christlikeness<sup>4</sup>.
- Individual ministry involvement utilizing spiritual gifts<sup>5</sup>.
- Connecting the spiritually unconnected with Jesus<sup>6</sup>.

(<sup>1</sup>Matthew 28:18-20; <sup>2</sup>Psalms 95:1-2, 6-7; <sup>3</sup>James 1:22-24; <sup>4</sup>Ephesians 4:15-16; <sup>5</sup>Ephesians 4:11-13, 1 Corinthians 12:27-30, and 1 Peter 4:10; <sup>6</sup>2 Corinthians 5:18-20 and Colossians 1:28-29)

### **ARTICLE III DOCTRINAL BASIS**

#### **The Bible**

The most complete and reliable way God has spoken to people is through the Bible. God directed certain people at specific times to write the Bible through His Spirit<sup>1</sup>. This means that in its original writing, the Bible is complete<sup>2</sup> and all of it is what God wanted it to say<sup>3</sup>. It is also without error down to the forms of the words used<sup>4</sup>. Although the original writings of the Bible are no longer available, God has promised to preserve His Word to the end of time<sup>5</sup>. God has accomplished this through the preservation of reliable copies of the original writings. Since the Bible is from God, it is the ultimate authority in life and therefore directs our thinking and actions<sup>3</sup>.

The Bible is divided into two major parts: the Old Testament and the New Testament. The Old Testament was written before Jesus' birth, and the New Testament was written after His birth. One of the key differences between the Old and New Testaments of the Bible is the Old Testament's emphasis on God's relationship with the Jewish nation of Israel and the New Testament's emphasis on God's relationship with the Church. Although the Church has become the focus of God's work in this time, God will someday revive Israel spiritually as a nation and will fulfill the promises He made to them in the Old Testament<sup>6</sup>.

The theme of the Bible is God's ongoing pursuit of a love relationship with people, despite their rejection of Him and His standards. This theme is seen best in Jesus and His death for the sins of everyone<sup>7</sup>.

(<sup>1</sup>2 Peter 1:20-21; <sup>2</sup>Revelation 22:18-19; <sup>3</sup>2 Timothy 3:16-17; <sup>4</sup>1 Corinthians 2:13 and Galatians 3:16; <sup>5</sup>1 Peter 1:25; <sup>6</sup>Romans 11:25-29; <sup>7</sup>1 Peter 1:10-12)

## **God**

God's existence and loving nature are evident in the world around us<sup>1</sup>. He is better understood by seeing how He is described in the Bible. However, since God is infinite, He is beyond our understanding<sup>2</sup>. The Bible tells us there is one God<sup>3</sup>, but describes Him as existing in three persons: Father, Son, and Holy Spirit<sup>4</sup>.

*God the Father* - He is Father over creation<sup>5</sup> and all people<sup>6</sup>. He has a special fatherly relationship with Jesus<sup>7</sup> and those who have trusted in Jesus<sup>8</sup>.

*God the Son* - Jesus is the Son of God<sup>9</sup>. When He became human, He was conceived by the Holy Spirit and born of Mary, a virgin<sup>10</sup>. Though He was fully human<sup>11</sup>, He was fully God<sup>12</sup> at the same time and never did anything sinful. He was executed on a cross to pay the penalty for the sins of all people<sup>13</sup>. Three days after His death, He rose from the dead to establish that those who have trusted in Jesus will rise to eternal life<sup>14</sup>. Jesus returned to Heaven<sup>15</sup> and has been given a place of honor where He represents us before the Father<sup>16</sup>. Someday He will return to take those who have trusted Him for forgiveness of their sins to Heaven with Him<sup>17</sup>. Later, He will return to the Earth to judge all people and rule the Earth<sup>18</sup>.

*God the Holy Spirit* - The Holy Spirit is the Spirit of God and is fully God<sup>19</sup>. Although He was active prior to Jesus' return to Heaven<sup>20</sup>, He began working in new ways after that event that are both predicted by Jesus<sup>21</sup> and described by His followers. Today, God sends the Holy Spirit to live in everyone who has trusted Jesus<sup>22</sup>. It is through the Holy Spirit that God influences people in an unseen way. Living in us, He teaches us<sup>21</sup>; prays with us<sup>23</sup>; directs us<sup>24</sup>; assigns us work<sup>25</sup>; gives us new life<sup>26</sup>; guarantees our eternity with God<sup>27</sup>; and brings about positive changes in our attitudes<sup>28</sup>. The Holy Spirit also gives us special abilities to accomplish His work<sup>29</sup>. For the Holy Spirit to best do His work in us, we must give Him complete control of our lives<sup>30</sup>. The Holy Spirit is also active in the world helping all people see that they need forgiveness from their sins<sup>21</sup>.

*Miraculous Languages* - During the transitional period from the Old Testament into the New Testament, God demonstrated that the words of Jesus' early followers were from God by performing many confirming miracles. This included a miraculous ability to speak in known languages that were unknown to the speaker. This ability was never common to all followers of Jesus or necessary to demonstrate the Holy Spirit's presence in a person<sup>31</sup>.

Descriptions of God's character include loving<sup>32</sup>, holy<sup>33</sup>, and never changing<sup>34</sup>. His abilities include knowing everything<sup>35</sup>, being everywhere in Heaven and Earth at the same time<sup>36</sup>, able to do anything<sup>37</sup>, and always existing<sup>38</sup>. God created everything<sup>39</sup>; God holds everything together<sup>40</sup>; and everything exists to bring Him pleasure<sup>41</sup>. Everything we do should bring glory to God<sup>42</sup>.

(<sup>1</sup>Romans 1:18-20; <sup>2</sup>Psalms 145:3; <sup>3</sup>Deuteronomy 6:4; <sup>4</sup>Matthew 28:19; <sup>5</sup>Ephesians 3:14-15; <sup>6</sup>Acts 17:28-29; <sup>7</sup>John 3:16; <sup>8</sup>John 1:12; <sup>9</sup>Luke 1:35; <sup>10</sup>Matthew 1:18; <sup>11</sup>Hebrews 2:14; <sup>12</sup>John 1:1-2; <sup>13</sup>2 Corinthians 5:21; <sup>14</sup>1 Corinthians 15:20-23; <sup>15</sup>Acts 1:9-11; <sup>16</sup>Romans 8:34; <sup>17</sup>John 14:2-3; <sup>18</sup>Matthew 25:31-34; <sup>19</sup>Isaiah 6:8-9 with Acts 28:25-26; <sup>20</sup>Genesis 1:2 and 41:38; <sup>21</sup>John 14:16-26, 16:7-15; <sup>22</sup>John 7:37-39; <sup>23</sup>Romans 8:26; <sup>24</sup>Galatians 5:18; <sup>25</sup>Acts 13:2; <sup>26</sup>John 3:5-6; <sup>27</sup>Ephesians 4:30; <sup>28</sup>Galatians 5:22-23; <sup>29</sup>1 Corinthians 12:1-7; <sup>30</sup>Ephesians 5:18; <sup>31</sup>1 Corinthians 12:30; <sup>32</sup>1 John 4:8; <sup>33</sup>1 Peter 1:16; <sup>34</sup>Malachi 3:6; <sup>35</sup>Psalms 147:4, 5; <sup>36</sup>Psalms 139:7-10; <sup>37</sup>Matthew 19:26; <sup>38</sup>Psalms 90:2; <sup>39</sup>Genesis 1:1; <sup>40</sup>Colossians 1:17; <sup>41</sup>Revelation 4:11; <sup>42</sup>1 Corinthians 10:31)

## **Satan**

Satan is a being that was created by God<sup>1</sup>. He was created to be one of God's angels<sup>2</sup>, but rebelled against God by wanting to be equal with Him<sup>3</sup>. He entices people to rebel against God as he did<sup>4</sup> and deceives people from recognizing the truth<sup>5</sup>. He battles against followers of God<sup>6</sup> and

accuses them of sins before God<sup>7</sup>. God will one day condemn him to eternal punishment<sup>8</sup>.

(<sup>1</sup>Colossians 1:16; <sup>2</sup>Ezekiel 28:14; <sup>3</sup>Isaiah 14:12-17; <sup>4</sup>Genesis 3:1-15; <sup>5</sup>2 Corinthians 4:3-4; <sup>6</sup>Job 2:7; <sup>7</sup>Revelation 12:10; <sup>8</sup>Revelation 20:10)

### **Humanity**

God created the first man and woman. Unlike the other parts of God's creation, He created them in His likeness<sup>1</sup>. This similarity to God is the reason human life is valued above other forms of life<sup>2</sup>, and we are commanded to love the people around us<sup>3</sup>. God created them with the freewill to choose obedience to Him or rebellion against God, and they chose rebellion<sup>4</sup>. This began a process of spiritual and physical death in them and their descendants. It also caused all their descendants to be born with an inability to successfully obey God in both attitude and action<sup>5</sup>.

(<sup>1</sup>Genesis 1:26-27 and 2:7; <sup>2</sup>Genesis 9:6; <sup>3</sup>James 3:9; <sup>4</sup>Genesis 3:1-6; <sup>5</sup>Romans 5:12-19)

### **Sin and Its Remedy**

Any action or inaction, thought, or motive that fails to meet God's perfect standard is sin, and all people sin<sup>1</sup>. God's holiness will not allow Him to overlook even a single sin<sup>2</sup>, thus preventing all people from being with God. God solved this problem by sending His Son, Jesus, to pay the penalty of death for the sins of all humanity<sup>3</sup>. When people believe in Jesus' death and resurrection and trust in Jesus' payment for their sins, they are forgiven for all their sins and receive eternal life as a gift from God<sup>4</sup>. At death, the souls of those who have trusted in Jesus immediately enjoy being in His presence<sup>5</sup>. God promises that our forgiveness and eternal life can never be lost<sup>6</sup>. He also tells us that there is no other method for being with God except through trusting in Jesus for the forgiveness of our sins<sup>7</sup>.

(<sup>1</sup>Romans 3:23; <sup>2</sup>Revelation 21:27; <sup>3</sup>Isaiah 53:6, Romans 5:9-18, and 1 Peter 2:24; <sup>4</sup>John 3:16, Romans 3:22 and 6:23; <sup>5</sup>2 Corinthians 5:8; <sup>6</sup>John 5:24 and 10:28-29; <sup>7</sup>John 14:6)

### **The Church**

The Church is made up of all the people who have trusted in Jesus.<sup>1</sup> The purpose of the Church is to be Christ's body, carrying out God's work in the world today. His work is done through His people ("the Church"); through the power of the Holy Spirit, under God's direction; and in obedience to Christ, who is the head of the Church<sup>2</sup>. This work includes inviting others to be followers of Jesus<sup>3</sup>; gathering to help each other grow closer to God<sup>4</sup>; guiding people to God's truth in the Bible<sup>5</sup>; using our God-given abilities for the benefit of the entire body of Christ<sup>6</sup>; meeting the needs of those around us<sup>7</sup>; and attracting others to Jesus through unity<sup>8</sup> and right actions<sup>9</sup>.

The Church is commanded to perform two significant practices: baptism<sup>3</sup> and communion<sup>10</sup>. Both are symbolic of our dependence on Jesus' death for the forgiveness of sin but are not a means of receiving that forgiveness.

(<sup>1</sup>1 Corinthians 12:12-14; <sup>2</sup>Colossians 1:18; <sup>3</sup>Matthew 28:19-20; <sup>4</sup>Hebrews 10:24-25; <sup>5</sup>Ephesians 4:11-14; <sup>6</sup>1 Corinthians 12:4-7; <sup>7</sup>James 1:27; <sup>8</sup>John 17:20-21; <sup>9</sup>Matthew 5:14-16; <sup>10</sup>1 Corinthians 11:23-26)

### **The Future**

The Bible describes many future events. Given God's control and knowledge of all things, we know these prophecies will come true. Jesus will one day gather His followers and take them to Heaven. This will include those that have already died and those that are living<sup>1</sup>. All who are taken to Heaven will be given new bodies, like Jesus, reuniting body, soul, and spirit to live with Him forever<sup>2</sup>. Following this, those left on the Earth will experience the worst time of suffering ever known<sup>3</sup>. The suffering will come in the form of natural disasters<sup>4</sup> and unrestrained evil<sup>5</sup>. This time will come to an end when Jesus returns to establish His kingdom on Earth for one thousand years<sup>6</sup>. Every person who has ever lived will be judged. Those who have not received God's gift of forgiveness will be separated from God and punished for eternity<sup>7</sup>. God's people will enjoy

eternity with Him.<sup>8</sup>

(<sup>1</sup>1 Corinthians 15:51-58 and 1 Thessalonians 4:13-18; <sup>2</sup>Phillipians 3:20, 21; <sup>3</sup>Matthew 24:15-22; <sup>4</sup>Revelation 6-19; <sup>5</sup>2 Thessalonians 2:1-7; <sup>6</sup>Revelation 19:11-20:7; <sup>7</sup>2 Thessalonians 1:8-9 and Revelation 20:11-15; <sup>8</sup>Matthew 25:46 and Revelation 21:1-7)

#### **ARTICLE IV PARTNERS**

To be received as a Partner of this church, a person must believe in the Lord Jesus Christ, testify by his or her words and conduct that he or she is living in fellowship with Jesus Christ, and agree to the following Partnership Statement of Commitment:

*Desiring to partner with LCBC, I affirm my faith in the Lord Jesus Christ as my personal savior, and I desire to live a life that is obedient to Him. I commit myself to the purposes of LCBC described in the Constitution and By-Laws. I agree to support the ministry of LCBC with my time, spiritual gifts, and financial resources and submit to the discipline of this church. I understand that if my commitment to this church changes or my doctrinal views change in such a way that I am no longer in agreement with LCBC's Doctrinal Statement, it is my responsibility to inform the Board of Elders.*

All Partners are approved by the Board of Elders.

#### **ARTICLE V GOVERNMENT**

The Lord Jesus Christ is the Head of the Church, and the Bible is the Church's absolute and final authority. Under this authority, the Board of Elders of LCBC is the ruling body and has the power and authority to act on behalf of this church and its spiritual condition. LCBC is independent and unaffiliated with any denomination.

#### **ARTICLE VI AMENDMENTS**

Amendments to this Constitution will be presented by the Board of Elders to the Partners. The proposed amendments must be communicated to Partners not less than four weeks before a scheduled meeting date. The presence of 30% of all Partners will constitute a quorum. Amendments will be approved by a 90% affirmative vote of all Partners present and voting at any meeting called for this purpose. No proxy or absentee votes will be accepted.

#### **ARTICLE VII ORGANIZATION**

This Church is organized exclusively for charitable, religious, and educational purposes, including the making of distributions to organizations that qualify as exempt under section 501(c)(3) of the Internal Revenue Code of 1986 and all existing and future amendments to that section.

#### **ARTICLE VIII DISSOLUTION**

If this Church ceases its ministry and dissolves as a corporation, all remaining assets will, after paying any existing liabilities, be distributed to religious, charitable, or educational organizations with similar purpose and doctrine of LCBC. Such organizations must qualify as exempt under section 501(c)(3) of the Internal Revenue Code of 1986 and all existing and future amendments to that section. The Board of Elders will develop and carry out a plan for asset distribution upon dissolution in accordance with these guidelines.



## **BY-LAWS**

### **DEFINITIONS**

The following terms (in alphabetical order) shall have the following meanings:

Church. Lancaster County Bible Church (LCBC), a Pennsylvania non-profit corporation that qualifies as an exempt organization under section 501(c)(3).

Corporate Officer. An Elder, Staff member, or Partner who has been assigned specific corporate responsibilities, subject to the conditions as contained in these By-Laws.

Elder. At any time, individually, a member of the Elder Board.

Elder Board. The Board of Elders described in section 2.1, et seq.

Elder Board Officer. An Elder who has been assigned specific Board responsibilities, subject to the conditions as contained in these By-Laws.

Partner. A member of the church, subject to the conditions set forth in section 1.1.

Senior Pastor. At any time, individually, the person elected and serving as leader of the Corporation in accordance with section 4.2.

## SECTION 1.

### PARTNERS

- 1.1 Partners. The following steps are required to be accepted as a Partner of LCBC:
- 1.1.1 An individual may be considered as a Partner of LCBC after he or she has accepted Jesus Christ as his or her Lord and Savior and has expressed a desire to join LCBC in ministry.
  - 1.1.2 A Partner will make a confession of his or her personal faith in Jesus Christ as Lord and Savior.
  - 1.1.3 A Partner will agree to the Partnership Statement of Commitment as documented in the Constitution.
  - 1.1.4 A Partner will acknowledge that he or she has received, understands, agrees with, and will abide by the Constitution and By-Laws of LCBC.
  - 1.1.5 A Partner will successfully complete a Partnership application process that has been approved by the Board of Elders that confirms 1.1.1 through 1.1.4 above.
  - 1.1.6 An individual will be evaluated by the Elder Board for Partnership status only after completing steps 1.1.1 through 1.1.5 above. After examination of the individual's application for Partnership, the Elder Board will vote whether to accept the individual as a Partner. Current Partners will be notified on a periodic basis of any new Partners who have been approved by the Elder Board.
- 1.2 Age and Privileges. The following requirements apply to all individuals who have been accepted as Partners.
- 1.2.1 Partners who are 18 years or older are entitled to vote on the following matters:
    - a. Approve proposed amendments to the Constitution and By-Laws.
    - b. Approve individuals to serve as Elders of LCBC.
    - c. Approve the Senior Pastor. The approval of the Senior Pastor will require a 75% affirmative vote of the voting Partners present at any meeting called for that purpose.
    - d. Approve recommendations to buy, sell, mortgage, lease, or transfer real estate where the value of the real estate or mortgage amount exceeds 5% of the annual budget or the amount of total real estate lease payments exceeds 5% of the annual budget. The approval of these items will require a 75% affirmative vote of the voting Partners present at any meeting called for that purpose.
    - e. Approve other matters as required under the Constitution and By-Laws from time to time including any Fundamental Changes as defined in 2.15.1. The approval of a Fundamental Change will require a 75% affirmative vote of the voting Partners present at any meeting called for that purpose.
  - 1.2.2 Partners who are 21 years or older may be considered to hold offices of LCBC.
  - 1.2.3 All Partners, regardless of age, will be entitled to attend business meetings and have the opportunity to express themselves from the floor.
- 1.3 Voting. Each Partner, subject to 1.2.1, shall be entitled to one vote with regard to any proposed action.

- 1.4 Terms. A Partner who continues to abide by all of the requirements of a Partner as outlined in 1.1 above shall continue indefinitely and remain in good standing as a Partner of LCBC. If a Partner fails to be an active participant of LCBC for a period in excess of six months, Partnership status may be revoked at the sole discretion of the Elder Board.
- 1.5 Resignation. A Partner may resign at any time by written notice to the Chairman of the Elder Board, unless the Board waives such notice. The resignation will be effective on the date specified in the notice.
- 1.6 Removal. If it has been determined by the Elder Board that a Partner no longer abides by the requirements of a Partner, as outlined in 1.1 above, Partnership status may be revoked at the sole discretion of the Elder Board.

Partners are to be subject to the authority and direction of the Elders (Hebrews 13:7,17).

- 1.7 Partner Discipline. All discipline and conflict issues will be addressed as outlined in Matthew 18:15-20. It is the primary goal of LCBC to see all discipline and conflict issues resolved in a spirit of gentleness and humility and without bias or partiality.
- 1.7.1 Discipline and conflict issues should first be addressed in private between the offender and the offended.
- 1.7.2 If repentance or reconciliation is not achieved through 1.7.1, the offended should return with two or three witnesses, one of those witnesses being a member of the ministry leadership team.
- 1.7.3 If repentance or reconciliation is not achieved through 1.7.2, the issue will be addressed by the executive leadership team.
- 1.7.4 If repentance or reconciliation is not achieved through 1.7.3, the issue will be addressed by the Elder Board. The Elder Board will make a final binding decision of discipline and conflict issues.
- 1.7.5 Partners who refuse repentance or reconciliation after Elder Board intervention are subject to the revocation of their Partnership status and all its rights and privileges.
- 1.8 Partner Meetings. The Annual Meeting of the church will be held during the month of April or May. At this meeting, any business deemed necessary by the Board of Elders will be conducted. This meeting will also include a review of the church's activities from the previous fiscal year and the plans for the new fiscal year, which begins April 1 and ends March 31.
- The Elder Board may schedule such other regular meetings of the Partners as they consider necessary.
- Special meetings may be called by a majority of the Board of Elders, or by 25% of Partners eligible to vote, making such request in writing to the Chairman.
- 1.9 Meetings: Notice. All annual, regular, and special meetings will be announced two consecutive weekends preceding the date of the meeting. Such notice may be provided in verbal announcements from the platform, written notices via the bulletin, mailed notices to the Partners, or via other means as deemed appropriate by the Elder Board. The notice will include the purpose of the meeting.
- 1.10 Meetings: Procedures. The Chairman of the Elder Board, or in his absence, the Vice Chairman, will preside over all Partner meetings. Robert's Rules of Order will be used in the transaction of

business except in cases where these might be in conflict with the By-Laws. The Elder Board may determine alternative procedures to be utilized where the meeting is conducted during a normal weekend service.

- 1.11 Meetings: Quorum. The presence of 30% of all Partners will constitute a quorum for purposes of meetings.
- 1.12 Meetings: Action. A majority of a quorum of the Partners eligible to vote and attending a meeting will be required for any action, except when the Constitution or these By-Laws expressly require otherwise. No proxy or absentee votes will be accepted.
- 1.13 Amendments. Amendments to these By-Laws will be presented by the Board of Elders to the Partners. The proposed amendments must be communicated to Partners not less than two weeks before a scheduled meeting date. Amendments must be approved by 75% of all Partners present.

**SECTION 2.**  
**ELDER BOARD**

- 2.1 Elder Board. The Elder Board will establish the overall vision and direction of LCBC that fulfills the Purpose Statement as outlined in the Constitution. Further, the Elder Board will:
- 2.1.1 Oversee and care for the Partners with a willing desire and as examples to the church (I Peter 5:2-3).
  - 2.1.2 Ensure that the church adheres to the Doctrinal Statement as stated in the Constitution.
  - 2.1.3 Be responsible for the Senior Pastor and his performance.
  - 2.1.4 Oversee the church's property and fiscal affairs.
- 2.2 Qualifications of Elders. Elders must be a Partner of LCBC and at a minimum qualify for their duties according to the Bible (I Timothy 3:1-7; Titus 1:5-9). The Elder Board will be responsible to evaluate each individual and his qualifications prior to placing a name into nomination.
- 2.3 General Powers. The Elder Board will comprise the legal, ruling body of the church. They will have the power and authority, in submission to God, to act on behalf of the church and its spiritual condition, to guard the purity of the doctrine, and to discipline the church Partners in accordance with the Bible and principles of discipline listed in 1.7.
- 2.4 Specific Powers. The Elder Board has the power and authority to, among other things:
- 2.4.1 Create policies that establish the overall vision and direction of the church in fulfilling the Purpose Statement as outlined in the Constitution.
  - 2.4.2 Create policies that guide the decisions and behaviors of the Elder Board, Senior Pastor, and Staff of the church.
  - 2.4.3 Establish an environment that promotes decisions and behaviors of Partners and Attendees to live in accordance with Biblical principles.
  - 2.4.4 Act as trustees for the church, hold title to the property of the church, and represent the church in all matters of civil law. The Elder Board is empowered to buy, sell, mortgage, lease, transfer, or otherwise dispose of real estate subject to the prior approval of the Partners as specified in 1.2.1.
  - 2.4.5 Delegate to the Senior Pastor the authority to perform specific responsibilities that may include but will not be limited to matters pertaining to the physical properties and finances of the church.
  - 2.4.6 Appoint an independent accountant or accounting firm to perform a Review or an Audit of the church's financial records annually.
  - 2.4.7 Nominate new Elders to serve on the Elder Board. The Board of Elders will accept and give consideration to suggestions of potential nominees for the Elder Board from the Partners. These suggestions must be presented to the Board of Elders no less than two months prior to an election. Nominations will be presented to the Partners no less than two weeks prior to a vote to elect new Elders.

- 2.4.8 Nominate the Senior Pastor to serve and lead the church.
- 2.4.9 Create standing committees or committees with limited durations, or special committees, from time to time.
- 2.4.10 License, Ordain, and Commission individuals for specific ministry service.
- 2.4.11 Elect and remove Corporate Officers.
- 2.5 Composition. There will be a minimum of six Elders. In accordance with Biblical examples, a plurality of leaders will be maintained at all times (Acts 14:23). The size of the Elder Board will be established by the Elder Board subject to the same Quorum and Action requirements for a Fundamental change as outlined in 2.15 and 2.16, subject to the minimum stated above. At no time may an employee of LCBC serve as an Elder, with the exception of the Senior Pastor. The Senior Pastor shall be an Elder by virtue of his office.
- 2.6 Voting. Each Elder will be entitled to one vote with regard to any proposed action of the Elder Board.
- 2.7 Terms. Each Elder will be elected for a term of four years. The term of office will be July 1 to June 30. Elders will be required to have a period of one year off between elected terms with one exception: Elders who are elected to serve a partial term for a vacant position on the Elder Board may have the requirement to observe one year off between the partial term and the full term waived at the discretion of the Elders.
- 2.8 Resignation. An Elder may resign at any time by written notice to the Chairman of the Elder Board, unless the Board waives such written notice. The resignation of an Elder will be effective on the date specified in the notice.
- 2.9 Removal. The presence of three-fourths of the Elders will constitute a quorum for the consideration of removing an Elder. A three-fourths majority of the Elders may remove an Elder from office only for cause at any time at a duly convened meeting of the Elder Board. For cause shall be defined as an Elder failing to meet the qualifications as outlined in Board-stated policies.
- 2.10 Vacancies. If an Elder dies or resigns, or the Elder Board removes an Elder, the Elder Board may nominate one or more candidates to fill the vacant position. Such nominations will be presented to the Partners for their approval at a duly convened meeting. Each Elder elected as a successor to fill a vacant position will serve as an Elder for the balance of the predecessor's unexpired term.
- 2.11 Annual Organizational Meeting. The Elder Board will hold an annual organizational meeting each year prior to the start of the new Elders' terms in order to, among other things, elect the Board's officers in accordance with section 3.1.
- 2.12 Regular Meetings. The Elder Board may schedule other regular meetings as it considers necessary. The Board will schedule no fewer than six Regular Meetings on an annual basis.

- 2.13 Special Meetings. The Chairman, or the Chairman upon request of an Elder, may schedule special meetings of the Elder Board for the general purposes specified by the Chairman or the Elder, as the case may be.
- 2.14 Meetings: Notice. The Chairman or Secretary will notify each Elder of each regular or special meeting of the Elder Board prior to the meeting.
- 2.15 Meetings: Quorum.
- 2.15.1 The presence of three-fourths of the Elders will constitute a quorum for the transaction of church business for purposes of Elder Board meetings called, among other things, to act upon a proposed Fundamental Change as defined as:
- a. An amendment to the Constitution or By-Laws.
  - b. The merger of the church with, or other consolidation of the church into, another church.
  - c. The sale of substantially all of the church's assets.
  - d. Any division of the church into one or more churches.
  - e. The conversion of the church from non-profit to for-profit status.
  - f. The dissolution of the church.
- 2.15.2 The presence of a majority of the Elders will constitute a quorum for the transaction of business for purposes of Elder Board meetings called for reasons other than to act upon a proposed Fundamental Change.
- 2.15.3 Elders may attend such meetings in person or by telephone conference by means of which all persons participating in the meeting may hear each other.
- 2.16 Meetings: Action. The affirmative vote of three-fourths of the Elders present at a meeting to consider, among other things, the recommendation of a Fundamental Change to the Partners will constitute Elder Board action, unless otherwise provided by these By-Laws or applicable law. The affirmative vote of a majority of the Elders present at a meeting to consider actions other than a Fundamental Change will constitute Elder Board action, unless otherwise provided by these By-Laws or applicable law.
- 2.17 Action: Written Consent. All Elders may consent in writing, without meeting, prior notice or vote, to any action required or permitted to be taken at any meeting of the Elder Board with the exception of a Fundamental Change as outlined in 2.15.1 or the removal of an Elder as outlined in 2.9. Approval through written consent will require a unanimous vote of a quorum to an action, and the Secretary will enter it in the church's records. Each unanimous written consent will have the same effect as a vote for all purposes.
- 2.18 Meetings: Partners. A Partner may request a meeting with the Elders and will make such request in writing to the Chairman of the Elder Board.

2.19 Compensation. An Elder will not be entitled to any compensation for service in that capacity. An Elder who serves the church in another capacity, however, may be entitled to such compensation as the Elder Board determines.

2.20 Reimbursement. The Chairman or the Senior Pastor from time to time may authorize the reimbursement of ordinary and necessary expenses incurred by an Elder in connection with the church's business.

## SECTION 3.

### ELDER BOARD OFFICERS

- 3.1 Officers. The officers of the Elder Board shall include a Chairman, one or more Vice Chairmen, a Secretary, and such other officers as the Board elects from time to time. All officers, appointed officers, and committee chairpersons will be Partners of the church. Non-Partners may be approved for short-term assignments in various ministries at the discretion of the Board of Elders.
- 3.2 Chairman. The Chairman will:
- 3.2.1 Preside at all meetings of the Elder Board.
  - 3.2.2 Be an ex-officio voting member of all Elder Board committees.
  - 3.2.3 Exercise all authority granted by the Elder Board, including, but not limited to, executing all instruments approved by the Board.
  - 3.2.4 Perform all duties incident to the Chairman's office as well as all other duties prescribed by the Elder Board from time to time.
  - 3.2.5 Work with the Senior Pastor to carry out the church's mission, provide leadership to the Elder Board, prepare agendas for Board meetings, and assist with the implementation of Board actions.
- 3.3 Vice Chairman. The Vice Chairman will perform all duties which the Elder Board prescribes, including, but not limited to, presiding at all meetings where the Chairman is absent.
- 3.4 Secretary. The Secretary will perform all duties which the Elder Board prescribes.
- 3.5 Other Officers. Each other officer of the Elder Board will perform all duties which the Board prescribes.
- 3.6 Terms. The Elder Board will elect each Board Officer at the Board's annual organizational meeting for a term which begins on July 1 and ends on the earlier of (a) one year hence on June 30 or (b) the Board Officer's resignation, death, or removal.
- 3.7 Resignation. An Elder Board Officer may resign at any time by written notice to the Chairman, unless the Board waives such notice. The resignation of a Board Officer will be effective on the date specified in the notice.
- 3.8 Removal. A majority of the Elders may remove an Elder Board Officer from office at any time at a duly convened meeting of the Board.
- 3.9 Vacancies. If an Elder Board Officer dies, resigns, or is removed as an Elder pursuant to section 3.8, the Board will elect a successor Board Officer at a duly convened meeting.

- 3.10 Compensation. An Elder Board Officer will not be entitled to any compensation for service in that capacity. An Elder Board Officer who serves the church in another capacity, however, may be entitled to such compensation as the Elder Board determines.
- 3.11 Reimbursement. The Chairman or the Senior Pastor from time to time may authorize the reimbursement of ordinary and necessary expenses incurred by an Elder Board Officer in connection with the church's business.

## SECTION 4.

### CORPORATE OFFICERS

- 4.1 Officers. The officers of the church must be Partners of LCBC and will include a Senior Pastor, a Secretary, and a Treasurer, and such other officers as the Elder Board elects from time to time.
- 4.2 Senior Pastor. The Senior Pastor will report directly to the Board of Elders.
- 4.2.1 The Senior Pastor must at a minimum qualify for his duties according to the Bible (I Timothy 3:1-7; Titus 1:5-9).
- 4.2.2 Subject to the Elder Board's direction and as stated in Board-established policies, the Senior Pastor will oversee all of the business and affairs of the church.
- 4.2.3 The Senior Pastor will exercise all authority granted by the Board, including, but not limited to, executing all instruments approved by the Board, except in those instances that the Board has expressly delegated the signing and execution of specific instruments to another officer or agent of the church.
- 4.2.4 The Senior Pastor will oversee and care for the Partners, and promote the spiritual welfare of the church and those whom it serves.
- 4.2.5 The Senior Pastor will report to the Elder Board regularly and upon request with regard to all matters which the church's interest require and/or the Board requires to be brought to the Board's attention.
- 4.2.6 The Senior Pastor will serve as a member of the Board of Elders with voting privileges.
- 4.3 Secretary. The Secretary will:
- 4.3.1 Keep the minutes of all annual, regular, and special meetings of the Elder Board.
- 4.3.2 Perform such other duties and have such other responsibilities as the Chairman and/or the Senior Pastor will direct.
- 4.4 Treasurer. The Treasurer will:
- 4.4.1 Have care and custody of the books and records of account of the church.
- 4.4.2 Be subject to the Elder Board-established policies and the Senior Pastor's supervision, having charge of and responsibility for all the church's financial assets.
- 4.4.3 Upon request, provide financial statements to the Senior Pastor and the Elder Board from time to time or attend Board meetings as requested to report on specific financial matters related to the church.
- 4.4.4 Ensure that a yearly review of the church's finances is completed and that a report is presented to the Board of Elders on an annual basis, or as requested from time to time.
- 4.4.5 Perform such other duties and have such other powers as the Elder Board and/or the Senior Pastor will direct from time to time.

- 4.5 Other Officers. Each other Corporate Officer will perform all duties which the Elder Board prescribes.
- 4.6 Terms. Each Corporate Officer will serve until resignation, death, or removal.
- 4.7 Resignation. A Corporate Officer may resign at any time by written notice to the Chairman, unless the Elder Board waives such notice. The resignation of a Corporate Officer will be effective on the date specified in the notice.
- 4.8 Removal. The presence of three-fourths of the Elders will constitute a quorum for the consideration of removing a Corporate Officer. A three-fourths majority of the Elders may remove a Corporate Officer from office at any time at a duly convened meeting of the Elder Board. Elders may remove the Senior Pastor from employment subject to the same three-fourths majority. The Board of Elders will evaluate situations involving doctrinal heresy or conduct unworthy of the office according to Biblical guidelines or applicable law.
- 4.9 Vacancies. If a Corporate Officer dies, resigns, or is removed as an Elder pursuant to section 4.7, the Elder Board will elect a successor Corporate Officer at a duly convened meeting, subject to provisions outlined in these By-Laws.
- 4.10 Compensation. The Senior Pastor and each other Corporate Officer who is not an Elder may serve with compensation. The Elder Board will prescribe the compensation of the Senior Pastor, and the Senior Pastor will prescribe the compensation of each other Corporate Officer who is not an Elder.
- 4.11 Reimbursement. The Chairman or the Senior Pastor from time to time may authorize the reimbursement of ordinary and necessary expenses incurred by a Corporate Officer in connection with the church's business.