



**CHURCH BYLAWS**



**BYLAWS OF CONNECT CHURCH**  
**TABLE OF CONTENTS**

**PREAMBLE**.....5

**ARTICLE I. OFFICES**.....6

    Section 1.1. *Principal Office*

    Section 1.2. *Registered Office*

    Section 1.3. *Other Offices*

**ARTICLE II. MEMBERSHIP**.....7

    Section 2.1. *Members.*

    Section 2.2. *Qualifications*

    Section 2.3. *Rights*

    Section 2.4. *Expectations*

    Section 2.5. *Approval of Membership*

    Section 2.6. *Termination of Membership*

    Section 2.7. *Church Discipline*

**ARTICLE III. MEETINGS OF THE MEMBERSHIP**.....9

    Section 3.1. *Annual Meeting*

    Section 3.2. *Substitute Annual Meeting*

    Section 3.3. *Special Meetings*

    Section 3.4. *Notice of Meetings*

    Section 3.5. *Quarterly Meetings*

    Section 3.6. *Waiver of Notice.*

    Section 3.7. *Voting*

    Section 3.8. *Voting Issues*

    Section 3.9. *Informal Action by Members.*

**ARTICLE IV. BOARD OF TRUSTEES**.....11

    Section 4.1. *Board of Trustees General Powers*

    Section 4.2. *Membership Terms*

    Section 4.3. *Chairman*

    Section 4.4. *Duties*

    Section 4.5. *Qualifications*

    Section 4.6. *Vacancies*

    Section 4.7. *Removal*

    Section 4.8. *Board Committees*

**ARTICLE V. MEETING OF TRUSTEES**.....13

    Section 5.1. *Trustee Meetings.*

    Section 5.2. *Special Meetings*

    Section 5.3. *Notice of Meetings*

    Section 5.4. *Waiver of Notice*

    Section 5.5. *Quorum*

    Section 5.6. *Informal Action by Trustees*

**ARTICLE VI. OFFICERS OF THE CHURCH**.....14

    Section 6.1. *Officers*

    Section 6.2. *Election and Term*

    Section 6.3. *Vacancy*

    Section 6.4. *President*

    Section 6.5. *Vice President.*

    Section 6.6. *Clerk*

    Section 6.7. *Treasurer*

**ARTICLE VII. DEACONS.....15**  
    Section 7.1. *Deacons*  
    Section 7.2. *Role of the Deacons*  
    Section 7.3. *Deacon Chairman*  
    Section 7.4. *Terms of Deacons*  
    Section 7.5. *Qualifications of Deacons*  
    Section 7.6. *Election of Deacons*  
    Section 7.7. *Removal of Deacons*

**ARTICLE IIX. SENIOR PASTOR.....17**  
    Section 8.1. *Role of the Senior Pastor*  
    Section 8:2. *Duties.*  
    Section 8.3. *The Call of the Senior Pastor*  
    Section 8.4. *The Method of the Call*  
    Section 8.5. *Qualifications*  
    Section 8.6. *Termination*

**ARTICLE IX. CHURCH MINISTRIES AND OTHER STAFF.....19**  
    Section 9.1. *Church Ministry Structure*  
    Section 9.2. *Various Church Ministries*  
    Section 9.3. *Ministry Leaders:*  
    Section 9.4. *Church Office Staff and Other Contractors*  
    Section 9.5. *Church Administrative Assistant*  
    Section 9.6. *Pastoral/Ministry Staff:*  
    Section 9.7. *Qualifications*  
    Section 9.8. *Method of Call, Approval, and Termination*

**ARTICLE X. CHURCH FINANCES.....21**  
    Section 10.1. *Finances:*  
    Section 10.2. *Yearly Budget:*  
    Section 10.3. *Accounting Procedures*  
    Section 10.4. *Fiscal Year*  
    Section 10.5. *Required Books and Records*  
    Section 10.6. *Financial Reporting*

**ARTICLE XI. CONTRACTS, LOANS, CHECKS, DEPOSITS.....22**  
    Section 11.1. *Contracts*  
    Section 11.2. *Loans*  
    Section 11.3. *Checks and Drafts*  
    Section 11.4. *Deposits*

**ARTICLE XII. INDEMNIFICATION.....23**  
    Section 12.1. *Right of Indemnification*  
    Section 12.2. *Payment of Indemnification*  
    Section 12.3. *Binding and nonexclusive*

**ARTICLE XIII. GENERAL PROVISIONS.....24**  
    Section 13.1. *Seal*  
    Section 13.2. *Waiver of Notice*  
    Section 13.3. *Amendments to the Bylaws*  
    Section 13.4. *Amendments to the Articles*

**ARTICLE XIV. ELECTION AS A SECTION 501(c)(3) CHURCH.....25**

**Appendix A: TENANTS OF FAITH.....26**

**Appendix B: CODE OF ETHICS.....32**

## **BYLAWS OF CONNECT CHURCH**

### **PREAMBLE**

These bylaws govern the affairs of Connect Church, a charitable, religious, and educational nonprofit Church organized under *Chapter 55A of the North Carolina General Statutes known as the North Carolina Nonprofit Church Act*.

The Church is organized exclusively for the purpose of fostering worship toward God, proclaiming the Gospel of Jesus Christ, leading individuals to salvation, nurturing and maturing believers in the Christian faith, doing good works in the community, and engaging in all other activities appropriate for a Christian church. It shall have the power and authority to accept gifts and contributions, whether made by will or otherwise, in any form of property, provided that the objects specified by the testator or donor are within the objects and purposes of the Church.

The Church is organized and is to operate as a non-profit charitable and educational organization, and it is intended that the Church will qualify at all times as an organization exempt from federal income tax under Section 501(a) of the Internal Revenue Code of 1986, as amended (or the corresponding provisions of any future Internal Revenue code or revisions), by qualification as an organization described in Section 501(c)(3) of the Code, that it will qualify at all times as an organization to which tax deductible contributions may be made pursuant to Sections 170, 642, 2005 and 2522 of the Code, and that it will qualify as other than a private foundation pursuant to Section 509(2) of the Code.

Connect Church is affiliated as a member of the Western Conference of the Original Free Will Baptist Church. For our Tenants of Faith, please refer to Appendix 1 in these bylaws. These bylaws have been put in place using guidance from “The Articles of Faith and Principles of Church Government for Original Free Will Baptists (of the English General Baptist Heritage)” as published by the Original Free Will Baptists. (Herein referred to as simply “Articles of Faith” in this document.)

Henceforth the use of the term “Church” is a direct reference to the Corporation.

## ARTICLE I OFFICES

**Section 1.1. *Principal Office.*** The principal office of the Church shall be located at 4865 West Nash St, Wilson, NC 27896.

**Section 1.2. *Registered Office.*** The registered office of the Church required by law to be maintained in the State of North Carolina may be, but need not be, identical with the principal office.

**Section 1.3. *Other Offices.*** The Church may have offices at such other places, either within or without the State of North Carolina, as Board members (may from time to time determine, or as the affairs of the Church may require).

## **ARTICLE II MEMBERSHIP**

**Section 2.1. *Members.*** The members of the Church shall be any individuals who shall have been approved and accepted to membership in the Church in accordance with such procedures as have been outlined below. Membership will be given to individuals on the basis of their profession of faith in Jesus Christ, and/or transfer of membership from another church by letter.

**Section 2.2 *Qualifications:*** Members of the Church shall be made up of individuals who meet the following criteria.

1. Has made profession of faith in Christ as personal Lord and Savior.
2. Gives evidence of a change in heart and expresses a desire to join the Church in membership.
3. Has been baptized (immersed) in water.
4. Has met any and all pre-membership criteria as designated by the Senior Pastor.

**Section 2.3. *Rights.*** Every member of the Church 18 years and older is entitled to vote concerning matters brought to the Church at any business meeting of the members provided the member is present or provision has been made for absentee balloting. Members may also be considered for elected offices within the Church and may participate in the ordinances of the Church as administered by the Church.

**Section 2.4. *Expectations.*** Church membership is not set in isolation, but within the context of the corporate body of the Church. Therefore, it is our hope that each member would participate in the life, activities, and support of the local church. These activities include regular attendance and participation in corporate times of worship, small group fellowship and Bible studies, serving in various church ministries, and financially supporting the Church.

**Section 2.5. *Approval of Membership.*** Membership candidates having met the qualifications set forth above, shall be approved and received into the membership of the Church by an affirmative vote of approval. The hand of fellowship by the Senior Pastor is extended to all who are received into the membership according to the regular methods of the Church. No one against whom any valid objection is made is received into the Church. When any member objects to the reception of an applicant, the matter is deferred until the Church can ascertain the nature of the objection. If, in the opinion of the Church, the objection is not a valid one, the applicant may be received.

**Section 2.6. Termination of Membership.** Membership shall be terminated by cause of the death of the member, admission to another church, or prolonged inactivity from the Church. When a member in good standing desires to unite with another church, the clerk may be authorized to send a letter of transfer of membership to the church with which he is to unite. Such members receive letters of honorable dismissal and commendation. Any member who has not attended any church services or functions for three years shall be subject to removal from Church the Church roll.

**Section 2.7. Church Discipline.** It is hoped that all members of the Church will observe and conduct themselves according to the Scripture; however, due to human nature we all are subject to error. If a member is found is gross misconduct, unlawful, or habitual immoral behavior, it therefore becomes necessary that certain disciplinary procedures may be invoked. All Church discipline should be administered in the spirit of love and with the ultimate aim of reclamation of the erring one or ones. The Scriptural foundation for these procedures is Matthew 18:15–17 and Galatians 6:1. It is hoped that individual problems may be settled by the individuals; however, if these must be brought to the Church, they must follow the procedures outlined in this section. When an allegation or charges are brought to the Church, the charges must be made in writing, signed by two or more members in good standing and must be presented first to the Senior Pastor and Board of Trustees. If after reasonable investigation a satisfactory solution can be reached, no further action will be taken. If a satisfactory solution cannot be reached, then the case should be presented to the Church at a regular meeting of the members or, if necessary, at a special called meeting, for which at least two weeks prior notice has been given.



**ARTICLE III  
MEETINGS OF THE MEMBERSHIP**

**Section 3.1. Quarterly Meetings.** Per the Articles of Faith, the Church shall “assemble four times a year (every three months) for the purpose of holding a godly conference” where the business of the Church shall be transacted. Quarterly meetings will be run by an agenda set forth by the Senior Pastor, Board of Deacons, and Board of Trustees. Any Church member, board, or ministry may present items to the one of the above officers to be included on the agenda as new business two weeks prior to a quarterly in-person meeting. If it is determined that there is no business to be brought before the members, then in lieu of an in-person meeting, quarterly reports will be made available to the members to review. Any questions from these quarterly reports may be addressed with the appropriate church officer

**Section 3.2. Annual Meeting.** The third quarter business meeting of the members shall be designated as the “Annual Meeting” in which the Church will convene for the specific duty of electing leadership positions and approving the annual budget for the upcoming year.

**Section 3.3. Special Meetings.** Special Called Meetings of the members may be called at any time by the Senior Pastor, Board of Deacons and Board of Trustees, and shall be called pursuant to, and held after a minimum of one week or one meeting of the Church. Church Members, boards or ministries may present a business items to the above officers in consideration for a special called meeting.

**Section 3.4. Notice of Meetings.** Written notice stating the date, time and place of the meeting shall be given not less than 14 nor more than 60 days before the date of the quarterly membership meeting. An announcement in the weekly church bulletin is sufficient to serve a written notice. In case of a special meeting, the notice of meeting shall include a description of the purpose or purposes for which the meeting is called; but in the case of an annual or substitute annual meeting, the notice of meeting need not include a description of the purpose or purposes for which the meeting is called unless such a description is required by the provision of the North Carolina Nonprofit Church Act.

**Section 3.6. Waiver of Notice.** A member’s attendance at a meeting in person or by proxy (a) waives objection to lack of notice or defective notice of the meeting, unless the member or his proxy at the beginning of the meeting objects to holding the meeting or transacting business at the meeting; and (b) waives objection to consideration of a particular matter at the meeting that is not within the purpose or purposes described in the meeting notice, unless the member or his proxy objects to considering the matter before it is voted upon.

**Section 3.7. *Voting*.** Subject to the provisions of the Articles of Incorporation, each member of the Church 18 years and older shall be entitled to one vote on each matter voted on at a meeting of the members. A matter by the members is approved if the votes cast favoring the action exceed the votes cast, opposing the action, unless a greater vote is required by law or the Article of Incorporation or these bylaws. As an exception, the Board may announce specific approval requirements for a specific action item that go beyond a simple majority prior to voting. If a member wishes to vote on a designated action item, but cannot be present at the business meeting, the Member can contact the Church Clerk for the procedure for electronically sending their vote prior to the meeting.

**Section 3.8. *Voting Issues*.** As outlined in the Articles of Faith and these bylaws, it is the duty of the congregation to vote on certain items of business. These include but are not limited to: The yearly approval of the Board of Deacons, Board of Trustees, and other ministry leaders, the approval of the yearly Church budget and any amendments to the budget, the selection of new Pastoral Staff, the termination of Pastoral Staff, the transaction (buying/selling) of property by a 4/5<sup>th</sup> majority vote, building projects, and other items as deemed necessary by Board of Trustees, Board of Deacons, and Senior Pastor.

**Section 3.9. *Informal Action by Members*.** Any action that is required or permitted to be taken at a meeting of the Members may be taken without a meeting if written ballots are delivered to all members entitled to vote on the matter in which the ballots set forth each proposed action and provide an opportunity to vote for or against the matter.

## **ARTICLE IV BOARD OF TRUSTEES**

**Section 4.1. Board of Trustees General Powers.** The business and affairs of the Church which are detailed in Section 4.4 shall be overseen and managed by the Board of Trustees or by such Executive Committees as the Board may establish pursuant to these Bylaws. The Board of Trustees shall act as the Board of Directors, Financial Board, and Personnel Board of the Church. Specific duties may not be limited to, but include management of church property, management of employees, and management of church finances. For a more extensive list of duties, please see Section 4.4.

**Section 4.2. Membership Terms.** The Board of Trustees shall consist of not less than one nor more than six Trustees. The number of new Board members each year shall be determined by the Board of Trustees based upon need therefore.

Beginning with the first annual Meeting of the Board Members and at each annual Meeting of the Board thereafter, the new Board Trustees shall be elected for a term of three (3) years or until such Trustee's death, resignation or removal, as the case may be, to succeed those whose terms expire pursuant to the provisions hereof.

Despite the expiration of a Board members term, any Board member can volunteer to remain on the Board if voted on and approved by the majority of the Board and approved by the Church during the annual business meeting where all Church officers are presented for approval. However, Board member terms should not exceed two consecutive terms (6 years).

**Section 4:3. Chairman and Officers:** The chairman of the Trustee Board, as well as any other officers, shall be selected and voted on within the body of the Trustees.

**Section 4.4. Duties.** The specific duties of the Board of Trustees shall include:

- a. Makes appropriate recommendations to be brought before the members in business meetings.
- b. Issues Policy Guidance for hired Church employees and staff.
- c. Oversees the church's financial responsibilities: (Develops the yearly budget to be approved by the members and reviews quarterly financial reports to report to the congregation)
- d. Holds all deeds and facilitates the buying/selling of property as approved by the church.
- e. Responsible for overseeing the personnel matters regarding church/pastoral staff

**Section 4.5. Qualifications:** The Board of Trustees shall be made up of exceptional men and women who are qualified spiritually, morally, and practically. Our board members should display a commitment to the regular attendance and support of the Church, a willingness to work together in the best interest of the Church, and possess a strong financial acumen. Board Members should adhere to the Church's Code of Conduct (Appendix B.).

**Section 4.6. Vacancies.** A vacancy occurring in the Board of Trustees may be filled by a majority vote of the remaining Trustees, and this new Trustees so elected shall serve until the next annual membership meeting following the Trustee's election or upon such Trustees' death, resignation or removal.

**Section 4.7. Removal.** Trustees may be removed from office with or without cause by a vote of a majority of the Trustees. In the event any Trustees is so removed, a new Trustee or Trustees may be elected at the same meeting. A Trustee may also be removed at any time with or without cause by a vote of the members if the number of votes cast to remove such Trustee exceeds the number of votes cast not to remove him. A Trustee may not be removed by the members at a meeting unless the notice of the meeting states that the purpose, or one of the purposes, of the meeting is removal of the Trustee. If any Trustees are so removed, new Trustees may be elected at the same meeting.

**Section 4.8. Board Committees.** The Board of Trustees may create such committees as are necessary from time to time to assist the Board of Trustees. An example of this would be a Pastor search committee in those instances where the Pastor is leaving or has left.

**ARTICLE V  
MEETING OF THE TRUSTEES**

**Section 5.1. *Trustee Meetings.*** An annual meeting of the Board of Trustees shall be held prior to the third quarter business meeting to nominate Trustees for the up-coming year and to form the annual Church budget for approval at the third quarter business meeting. The chairman of the Board will schedule quarterly Trustees meetings for the purpose of quarterly financial review.

**Section 5.2. *Special Meetings.*** Special meetings of the Board of Trustees may be called by or at the request of the Chairman of the Board, if any, or by any Trustees. Such a meeting may be held either within or without the State of North Carolina, as fixed by the person or persons calling the meeting.

**Section 5.3. *Notice of Meetings.*** Regular meetings of the Board of Trustees may be held without notice. The person or persons calling a special meeting of the Board of Trustees shall, at least two days before the meeting, give or cause to be given notice thereof by any usual means of communication. Such notice need not specify the purpose for which the meeting is called. Any duly convened regular or special meeting may be adjourned by the Trustees to a later time without further notice.

**Section 5.4. *Waiver of Notice.*** Any Trustee may waive notice of any meeting before or after the meeting. The waiver must be in writing, signed by the Trustee entitled to the notice and delivered to the Church for inclusion in the minutes or filing with the corporate record. A Trustee's attendance at or participation in a meeting waives any required notice of such meeting unless the Trustee at the beginning of the meeting, or promptly upon arrival, objects to holding the meeting or to transact business at the meeting in and does not thereafter vote for or assent to action taken at the meeting.

**Section 5.5. *Quorum.*** Unless the articles of Incorporation or these bylaws provide otherwise, a majority of the number of Trustees fixed by or pursuant to these bylaws shall constitute a quorum for the transaction of business at any meeting of the Board of Trustees, or if no number is so fixed, a majority of Trustees in office immediately before the meeting begins shall constitute a quorum.

**Section 5.6. *Informal Action by Trustees.*** Action taken by a majority of the Trustees without a meeting is nevertheless Board action if written consent to the action in question is signed by all the Trustees and filed with the minutes of the proceedings of the Board, whether done before or after the action so taken.

**ARTICLE VI  
OFFICERS OF THE CHURCH**

**Section 6.1. *Officers.*** Three corporate officers will serve as advisors on legal and other matters and as officers for the Church. The officers of the Church shall consist of a President, a Vice President, a Clerk, a Treasurer, and potential other officers as the Board of Trustees may from time to time elect.

**Section 6.2. *Election and Term.*** Officers shall be elected at the annual meeting of the Board of Trustees by the Board of Trustees. It is not required that a candidate for officership be a current member of the Board of Trustees. The slate of officers shall be presented to the entire Board for consideration and election of officers at the annual meeting.

**Section 6.3. *Vacancy.*** Any vacancy occurring shall be filled by the Board of Trustees at a special meeting duly called for such purpose, said substitute officers to serve the remaining term thereof.

**Section 6.4 *President.*** The Senior Pastor shall be the President of the Church and shall, along with the Board of Trustees, and other officers, oversee the business affairs of the Church. The President shall be principal officer of the Church and, subject to control of the Board of Trustees, shall supervise the control and management of the Church in accordance with these By-Laws.

**Section 6.5. *Vice President.*** The Vice President shall be the Chairman of the Board of Trustees and shall assist the President in the overseeing of the business and affairs of the Church. As Chairman of the Board of Trustees, the Vice President shall preside at all meetings and appoint committees as deemed necessary.

**Section 6.6. *Clerk.*** The Clerk shall keep accurate records (minutes) of the acts and proceedings of all meetings of Trustees and at all regular and special meetings of the members. The Clerk shall maintain and keep proper Church records, including a membership roll and a record of Church business meetings. The Clerk shall sign all legal letters authorized by the Church. All such records are the property of the Church, and the Clerk shall relinquish all Church records to his/her successor. The Church Clerk serves for a term of 3 years, but can be recommended to the Church to serve consecutive terms. The Board of Trustees shall nominate the person to serve as Clerk, who is then voted on by the congregation at the annual business meeting. Each fiscal quarter, the Clerk prepares a quarterly membership report. An announcement will be placed in the bulletin when this report is available for members to access by contacting the Church Clerk.

**Section 6.7. *Treasurer:*** In lieu of an elected Church treasurer, the daily financial matters of the Church shall be administered by the Church's Administrative Assistant. It shall be the duty of the Treasurer to ensure proper financial records are kept.

## **ARTICLE VII DEACONS**

**Section 7.1 Deacons:** The office of the Deacon was established in the early church as a way to ensure the members of the church were being cared for, looked after, and provided for. The Deacons are to be called to be servants of the church, overseeing the spiritual, physical, and benevolence needs of the church membership.

**Section 7.2 Role of the Deacons:** The general responsibilities of a church Deacon include, but is not necessarily limited to, the following:

- a. To serve at the Lord's Table during Communion services.
- b. To keep an updated list of current families within the church to be assigned to each deacon.
- c. To help shepherd the Church members to whom they are assigned.
- d. To visit the sick and shut-ins to whom they are assigned.
- e. To promote fellowship and unity among the Church membership.
- f. To assist the Senior Pastor in attending to and carrying out the needs of the congregation.
- g. To cooperate with the Senior Pastor in seeing that efficient Scriptural discipline and programs are maintained.

**Section 7.3 Deacon Chairman and officers :** The chairman of the Deacon Board, as well as any other officers, shall be selected and voted on within the body of the Deacons.

**Section 7.4 Terms of Deacons:** The Deacons of the Church shall be elected for a term of three (3) years or until such Deacon death, resignation, or removal. The additional number of new Deacons each year shall be determined by the Deacon board based upon the current needs of the congregation. Despite the expiration of a Deacons term, any Deacon, upon agreement, can be recommended to remain on the Board if voted on and approved by the majority of the Deacon board, and approved by the Church during the annual business meeting where all church officers are presented for approval.

**Section 7.5. Qualifications of Deacons:** The qualifications for Deacon are outlined in Acts 6:3-5 and 1 Timothy 3:8-12. Care should be given to selecting individuals based on these Scriptural guidelines and Deacons should adhere to the church's Code of Conduct (Appendix B.). New Deacons shall be Ordained in the presence of the church body by the Senior Pastor as a sign of confirmation to the call of Deacon.

**Section 7.6. Election of Deacons:** The Deacon Board shall select and nominate the appropriate number of Deacon candidates to be presented at the Annual Meeting for the upcoming year. Deacon candidate names will be submitted by the Chairman of the Deacons for inclusion in the slate of officers and leaders presented to the membership for approval.

**Section 7.7. Removal of Deacons:** Deacons may be removed by a 2/3 vote of the Deacon Board and majority vote of the congregation.



## **ARTICLE IIX SENIOR PASTOR**

**Section 8.1. *Role of the Senior Pastor.*** In accordance with the Articles of Faith, the Senior Pastor shall have general superintendence of the Church as the Chief Administrative Officer. He shall preside as President of the Church, an ex-officio member of each Church board, and shall preside as chairman of the church business meetings.

**Section 8.2. *Duties.*** It is the pastor's duty to faithfully preach and teach the Word of God, to promote the vision and mission of the Church, to oversee all church ministries, programs, staff, and leadership to ensure the spiritual needs of the church are being met, to be an example to the church in word and actions, to ensure pastoral care is being administered to the needs of the members, to do all within his power to promote the spiritual interest of the church within the community, and to advance the cause of Christ among all people.

**Section 8.3. *The Call of the Senior Pastor:*** The Church shall call and confirm by congregational vote a Senior Pastor whenever a vacancy occurs. The election shall take place at a meeting called for that purpose of which a least one-week's public notice has been given. The Church shall call its own pastor, from among the duly ordained Original Free Will Baptist ministers who are approved by the Conference, upon such terms as may be mutually agreeable.

**Section 8.4. *The Method of the Call:*** A pastor search committee will be responsible to seek out potentially qualified men, who will subsequently be examined as to their character, ability and beliefs. Any Church member has the privilege of making other recommendations for pastor to the pastor search committee. The team shall recommend their preferred candidate to the Board of Trustees, who will meet with the candidate and vote on whether to recommend him to the congregation for approval. The pastor search committee shall bring to the consideration of the Church one name at a time. Election shall be by ballot, and an affirmation majority vote will be necessary for the choice. The pastor, thus elected, shall serve until the relationship is terminated by his request or the Church's request.

**Section 8.5. Qualifications:** We believe that a Senior Pastor should meet certain qualifications to lead our Church effectively and honorably. Spiritually, the Senior Pastor must demonstrate a mature faith, a profound understanding of Scripture, and a commitment to sound doctrine. They should be a spiritual leader who models Christ-like behavior and engages in regular prayer. Morally, the Senior Pastor must exhibit integrity, maintain a good reputation, live above reproach, and exercise self-control in all aspects of life. Relationally, they should be a peacemaker, compassionate, a team player, and an encourager who supports and nurtures the church community. Practically, the Senior Pastor should possess visionary leadership, sound decision-making skills, responsible stewardship, and strong communication abilities. They must be committed to dedicating time and energy to their pastoral duties and have a solid educational background in theology or pastoral training. We believe that the characteristics of elders and bishops (overseers) in 1 Timothy 3:1-7 and Titus 1:5-9 should be on display in the life of a pastor. The Senior Pastor should adhere to the Church's Code of Conduct (Appendix B.)

**Section 8.6. Termination:** The Senior Pastor's term of service may be terminated by either:

- a. The pastor relinquishing his office by giving notice to the Board of Trustees and the Church membership.
- b. The Church may declare the office of Senior Pastor vacant through a vote of the members. Such action shall take place at a meeting called for that purpose, of which at least one week's public notice has been given.
- c. In extreme cases of blatant unethical or unlawful conduct, the Board of Trustees have the authority, with a unanimous vote, to suspend the Senior Pastor and any Pastoral Staff until a church meeting can be called within one week to vote on termination.

A pastorate shall not be terminated by the Church or pastor without a ninety-day previous notice, or unless agreed to by both parties. The Board of Trustees will present any severance package agreements to the Church membership for approval.

**ARTICLE IX  
CHURCH MINISTRIES AND OTHER STAFF**

**Section 9.1. Church Ministry Structure:** The ministries of the Church are structured into the following main categories:

- a. Administrative (Central): The administrative arm of the church.
- b. In-reach: Ministries to the needs of our current membership.
- c. Worship and Media (Creative): Creates irresistible experiences through worship and media.
- d. Connections: Engages guests and members into the life of the church.
- e. Outreach (Impact): Produces tangible life-change inside and outside of the church.
- f. Children and Students (Next Gen): Empowers the next generation to know Christ and impact their culture.

**Section 9.2. Various Church Ministries:** The Church shall establish various ministries to provide spiritual guidance, fellowship, discipleship, and outreach in order to fulfill the vision and mission of the Church and to promote the message of the Gospel into the world.

**Section 9.3. Ministry Leaders:** The Church shall approve Ministry Leaders at the Annual Meeting. The Chairman of the Board of Deacons and Trustees, along with the Senior Pastor will appoint a 'Nominating Committee' to facilitate the choosing of Ministry leaders. Ministries who have a chairperson have the right to choose their own chairperson. Names of nominees will be given to the above officers to be included in the third quarter meeting. The leaders of any new ministries formed during the year may be appointed by the Senior Pastor and/or appropriate boards at their discretion.

**Section 9.4. Church Office Staff and Other Contractors:** Hires for Church Office Staff, including but not limited to the Church Administrative Assistant, along with contracts made for purposes such as church cleaning, yard services, equipment maintenance, etc., may be made by the Board of Trustees without a vote of the congregation.

**Section 9.5. Church Administrative Assistant.** The Administrative Assistant provides general administrative functions under the guidance of the Senior Pastor and Chairman of the Board of Trustees. General duties include but are not limited to, acting as Church Treasurer, paying bills, record keeping, maintaining church calendar, producing church worship programs, and receiving phone calls and e-mails. The Administrative Assistant's salary is as recommended in the Church budget and approved by the congregation. The Administrative Assistant serves as an employee at the discretion of the Board of Trustees and Senior Pastor and can be terminated at any point in time with or without cause.

**Section 9.6. Pastoral/Ministry Staff:** Additional Paid Pastoral and Ministry Staff of ordained and non-ordained ministers may be added to the Church to help lead the various church ministries. Examples of this would include but not be limited to: Associate Pastors, Worship Pastors, Youth Pastors, etc. Some positions may require ministerial ordination, such as an Associate Pastor, while other ministries can be led and directed by laypersons.

**Section 9.7. Qualifications:** All Pastors and Ministers must exemplify the godly characteristics as stated in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-3. Ministry Leaders and Church Staff should adhere to the Church's Code of Conduct (Appendix B.)

**Section 9.8. Method of Call, Approval, and Termination:** Paid Ordained Ministers and Church Staff will follow the same method as choosing a Senior Pastor. Non-Ordained Ministerial Staff will be interviewed by the Senior Pastor, Board of Trustees, and/or any other 'Search Committee' that has been established by the Church leadership. All ministerial candidates will then be presented to the church body for a congregational vote of approval. The same method of termination will follow the same as the Senior Pastor, without the expectation of a 90-day notice. No less than a two-week notice shall be given for termination.

## **ARTICLE X CHURCH FINANCES**

**Section 10.1 Finances:** As a non-profit, charitable organization, the Church is financially supported by its membership through financial generosity and charitable giving. It is understood that membership in this Church involves financial obligation to support the Church through the Biblical example of tithes and offerings, as each one has purposed in their heart.

**Section 10.2. *Yearly Budget:*** The Board of Trustees shall prepare and submit to the Church for approval a financial budget to be approved at the third quarter meeting of the members. Ministry leaders may submit budget requests or changes in writing to the Board of Trustees for consideration in the yearly budget. Any budget changes that need to be made during the year will need approval from the members in a quarterly or special meeting.

**Section 10.3 *Accounting Procedures:*** A system of accounting that will adequately provide for the handling of all funds shall be the responsibility of the Church Treasurer with input from the Board of Trustees and Senior Pastor. A quarterly review of the Church's financial statement from the accountant is required. Audits will be requested, as needed, by the Board of Trustees.

**Section 10.4 *Fiscal Year:*** The Church fiscal year shall run from January 1 to December 31.

**Section 10.5 *Required Books and Records:*** The Church shall keep correct and complete books and records of account and make them available for inspection and copying as required by the state of North Carolina. All Church records are Church property and shall be kept in the Church office or other designated location.

**Section 10.6. *Financial Reporting:*** Church financial reporting is done on a quarterly fiscal year basis. Upon such time as when the Church Accountants and the Church Administrative Assistant have prepared the financial reporting for review, the Board of Trustees will review and approve the reporting for release to the congregation. Upon approval by the Board, an announcement will be made that the financials are available. Anyone wishing to review the financials should contact the Church Administrative Assistant for a copy. Questions or concerns with the financials from members should be directed to the Church Treasurer or Chairman of the Board of Trustees.

**ARTICLE XI  
CONTRACTS, LOANS, CHECKS, DEPOSITS**

**Section 11.1. *Contracts.*** The Board of Trustees may authorize any officer or officers, agent or agents, to enter into any contracts or execute and deliver any instrument on behalf of the Church, and such authority may be general or confirmed to specific instances.

**Section 11.2. *Loans.*** No loans shall be contracted on behalf of the Church and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Trustees and approval from the congregation. Such authority may be general or confined to specific instances.

**Section 11.3. *Checks and Drafts.*** All checks, drafts or other orders for the payment of money issued in the name of the Church shall be signed by such officer or officers, agent or agents of the Church and in such manner as shall from time to time be determined by resolution of the Board of Trustees.

**Section 11.4. *Deposits.*** All funds of the Church not otherwise employed shall be deposited from time to time to the credit of the Church in such depositories as the Board of Trustees shall direct.

## **ARTICLE XII INDEMNIFICATION**

**Section 12.1. *Right of Indemnification.*** Any person who at any time serves or has served as a Trustee of the Church, or who, while serving as a Trustee of the Church, serves or has served, at the request of the Church, as a Trustee, officer, employee or agent of another Church, partnership, joint venture, trust or other enterprise, or as a Trustee or administrator under an employee benefit plan, shall have a right to be indemnified by the Church to the fullest extent permitted by law against (a) reasonable expenses, including attorneys' fees, incurred by him in connection with any threatened, pending or completed civil, criminal, administrative, investigative or arbitrative action, suit or proceeding (and any appeal therein), whether or not brought by or on behalf of the Church, seeking to hold him liable by reason of the fact that he is or was acting in such capacity, and (b) reasonable payments made by him in satisfaction of any judgment, money decree, fine (including an excise tax assessed with respect to an employee benefit plan), penalty or settlement for which he may have become liable in any such action, suit or proceeding.

**Section 12.2. *Payment of Indemnification.*** The Board of Trustees of the Church shall take all such action as may be necessary and appropriate to authorize the Church to pay the indemnification required by this bylaw, including, without limitation, making a determination that indemnification is permissible in the circumstances and a good faith evaluation of the manner in which the claimant for indemnity acted and of the reasonable amount of indemnity due him. The Board of Trustees may appoint a committee or special counsel to make such determination and evaluation. To the extent needed, the Board shall give notice to, and obtain approval by, the members of the Church for any decision to indemnify.

**Section 12.3. *Binding and nonexclusive.*** Any person who at any time after the adoption of this bylaw serves or has served in the aforesaid capacity for or on behalf of the Church shall be deemed to be done or to have done so in reliance upon, and as consideration for, the right of indemnification provided herein. Such right shall inure to the benefit of the legal representatives of any such person and shall not be exclusive of any other rights to which such person may be entitled apart from the provision of this bylaw.

**ARTICLE XIII  
GENERAL PROVISIONS**

**Section 13.1. Seal.** The Corporate seal of the Church, as impressed on the margin hereof, is hereby adopted as the corporate seal of the Church.

**Section 13.2. Waiver of Notice.** Whenever any notice is required to be given any Trustee under the provisions of the North Carolina Nonprofit Church Act or under the provisions of the charter or Bylaws of this Church, a waiver thereof in writing signed by the person or persons entitled to such notice whether before or after the time stated therein, shall be equivalent to the giving of such notice.

**Section 13.3. Amendments to the Bylaws.** These Bylaws may be amended or repealed and new Bylaws may be adopted by the affirmative vote of a majority of the members at a meeting of the members or by written consent or written ballot obtained after furnishing a copy or summary of the amendment. The amendment can be initiated by the board of Trustees or by at least 10% of the members.

**Section 13.4. Amendments to the Articles.** The amended or repealed of the Articles of Incorporation may be initiated by the Board of Trustees or by the holders of at least 10% of the member's votes and must be approved by the lesser of 2/3ds of the members votes cast or a majority of the member's votes entitled to be cast on the amendment, at a meeting of members or by written consent or written ballot obtained after furnishing a copy or summary of the amendment.



**ARTICLE XIV**  
**ELECTION AS A SECTION 501(c)(3) CHURCH**

Said Church is organized exclusively for charitable, religious, and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

No part of the net earnings of the Church shall inure to the benefit of or be distributable to its members, Trustees, officers, or other private persons, except that the Church shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Articles of Incorporation. No substantial part of the activities of the Church shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Church shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the Church shall not carry on any other activities not permitted to be carried on (a) by a Church exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a Church, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

Upon the dissolution of the Church, the Board of Trustees shall, after paying or making provision for the payment of all of the liabilities of the Church, dispose of all of the assets of the Church exclusively for the purposes of the Church in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by the Superior Court of the county in which the principal office of the Church is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## **Appendix A: Tenants of Faith**

Below are the Tenants of Faith, which are expounded upon in “The Articles of Faith and Principles of Church Government for Original Free Will Baptists (of the English General Baptist Heritage)”.

### **Article 1. Doctrine of God**

We believe that there is but one living, true, and eternal God, the Father; of whom are all things, from everlasting to everlasting, glorious and unchangeable in all His attributes. We believe that God is the only proper object of worship. The mode of His existence, however, is a subject far beyond the understanding of mankind. There is nothing in all creation that can adequately represent Him.<sup>4</sup> He is the source of all existence, and the Scriptures teach that He is Spirit, present everywhere, all knowing, all powerful, independent, good, wise, holy, just, merciful, redeemer, Savior, sanctifier, the judge of mankind and all other attributes ascribed to Him in the Scripture.

### **Article 2. Doctrine of Christ**

We believe that there is one Lord, Jesus Christ, by whom are all things, the only begotten Son of God, born of the Virgin Mary, who was truly God and truly man, whom God freely sent into this world, because of the great love wherewith He loved the world; and Christ as freely gave himself a ransom for all, tasting death for every man; who was buried and rose again the third day, and ascended into Heaven from whence we look for him the second time, in the clouds of Heaven, at the last day to judge both the living and the dead. We believe that the Scriptures ascribe to Christ all the attributes of God.

### **Article 3. Doctrine of the Holy Spirit**

We believe that there is one Holy Spirit, the precious gift of the Father through his dear Son, who is the divine presence in our lives, who regenerates and sanctifies us, and whereby we are kept in perpetual remembrance of the truth of Christ, and in whom we find our strength and help. We believe that the Scriptures ascribe to the Holy Spirit all the attributes of God.

### **Article 4. Doctrine of the Trinity**

We believe that God the Father, God the Son, and God the Holy Spirit are one God, without beginning or end, who is indivisible in His nature or being.

### **Article 5. Doctrine of Creation and Divine Government**

We believe that in the beginning God created the heavens and the earth, and all things therein, visible and invisible; and that God is continually working through His creation to sustain it and to nurture His creatures. We believe that all things are foreseen in the wisdom of God, so that God knows whatsoever can or cannot come to pass upon all supposed conditions. All events are present with God from everlasting to everlasting; but His knowledge of them does not in any sense cause them, nor does He decree all events which He knows will occur.

## **Article 6. Doctrine of Man**

We believe that in the beginning God created man in His own image and placed him in a state of glory without the least mixture of misery, from which he voluntarily by transgression fell, and by that means, brought on himself a miserable and mortal state subject to death. Unbelief is the reason why men are condemned in the sight of the just and righteous God. We believe that the human will is always active and may rebel or respond to the call of Christ in His redemptive offer, that through the grace of God mankind may be saved.

## **Article 7. Doctrine of the Church**

We believe that the Church is the body of Christ, all Christians everywhere. We believe that the local church is an organized body of believers in Christ who statedly assemble to worship God and who sustain the ordinances of the Gospel. The local church does not exist in isolation; rather, those churches who believe and practice the Original Free Will Baptist faith and order join together to form a denominational church. Neither the local church nor the denominational church exists independent of the other.

## **Article 8. Doctrine of the Holy Scriptures**

We believe these are the Old and the New Testaments, that they were written by holy men, inspired by the Holy Spirit, and are God's revealed word to man. We believe that they are a sufficient and infallibly true rule and guide to salvation and all Christian worship and service.

## **Article 9. Doctrine of Salvation**

We believe that salvation is the restoration of man to his right relationship with God.

- General Provision: We believe in the doctrine of General provision made of God in Christ, for the benefit of all mankind who repents and believes the Gospel. We believe that God is not willing that any should perish, but that all should come to repentance and the knowledge of the truth, that they might be saved;<sup>2</sup> for which end Christ hath commanded the Gospel to be preached among all nations and to every creature. We believe that sinners are drawn to God the Father by the Holy Spirit through Christ His Son, and that the Holy Spirit offers His divine aid to all the human family so that they all might be saved, if they accept His divine teaching;<sup>4</sup>and if any fail of eternal life, the fault is completely his own.<sup>5</sup>
- Faith: We believe that faith is the response of an individual in total trust and commitment to God's provision in Christ. The power to believe is the gift of God, but believing is an act of the individual which is required as a condition of salvation. "Faith if it hath not works is dead, being alone."
- Repentance: We believe that the repentance which the Gospel requires includes a deep conviction, a penitential sorrow, an open confession, a decided hatred and an entire forsaking of all sin. This repentance God has enjoined on all men; and without it in this life the sinner will perish eternally.

- Regeneration: We believe that regeneration is an instantaneous renewal of the heart by the Holy Spirit, whereby the penitent sinner receives new life and becomes a child of God.(This is called in Scripture being “born again,” “born of the Spirit,” being “quickened,” passing “from death unto life,” and “partaking of the divine nature.”)
- Justification: We believe that justification means that persons who accept by faith the atonement of Christ are pardoned and absolved from the guilt of sin and restored to divine favor where once they stood guilty before God.
- Sanctification: We believe that sanctification is the setting apart of the believer for continuing growth in the grace and knowledge of the Lord Jesus Christ, for service to God and man.

#### **Article 10. Doctrine of the Perseverance of the Saints**

We believe that those who abide in Christ have the assurance of salvation. The Christian, however, retains his freedom of choice. Therefore, he should watch and pray since it is possible for him to turn away from God and be eternally lost, which is called making shipwreck of faith.

#### **Article 11. Doctrine of Individual Accountability**

We believe that all persons are accountable to God, except those incapable of responding to God’s call.

#### **Article 12. Doctrine of Christian Service**

We believe that it is the Christian’s duty to be tender and affectionate one to another, to study the happiness of the people of God in general, to do justly by all people, and to be singly engaged to promote the honor and glory of God.

#### **Article 13. Doctrine of the Lord’s Day**

We believe in the sanctity of the first day of the week, or Lord’s Day, and that it ought to be observed in the corporate and private worship of God, and that on it we should abstain from our worldly concerns except in cases of necessity or mercy.

#### **Article 14. Doctrine of Worship**

We believe that worship is the adoration of God and is duly required of all His children through praise, prayer, and the reading and preaching of His Word. Every Christian may worship God privately; however, this should never replace the corporate worship of the church. We believe that in addition to the ordinances of the Gospel, there are other rites of worship, which are valid for use by the local church. Some of these rites are: laying on of hands, anointing the sick with oil, fasting, singing praise to God, corporate affirmation of faith, and corporate prayer.

## **Article 15. Doctrine of Christian Stewardship**

We believe that good works are the fruits of saving faith and include being good stewards of all God's blessings. Christians are to be responsible in the use of their time and talents. Furthermore, Christians are required to be faithful in the use of their finances for the expense of the program of Christ in the world. The Old and New Testaments teach tithing as God's financial plan for the support of His work.

## **Article 16. Doctrine of the Ordinances of the Gospel**

1. Christian Baptism: We believe that this is the immersion of believers in water, in the name of the Father, the Son, and the Holy Spirit, in which are represented the burial and resurrection of Christ, the death of Christians to the world, the washing of their souls from the pollution of sin, their rising to newness of life, their commitment to serve God, and their resurrection at the last day.
2. The Lord's Supper: We believe that this is a commemoration of the death of Christ for our sins, in the use of bread which He made the emblem of His broken body, and the cup, the emblem of His shed blood; and by it the believer expresses his love for Christ, his faith and hope in Him, and pledges to Him perpetual fidelity.<sup>3</sup>
3. Washing the Saints' Feet: We believe that this is a sacred ordinance, which teaches humility, the necessity of the servanthood of every believer, and reminds the believer of the necessity of a daily cleansing from all sin. It was instituted by the Lord Jesus Christ as an "example" on the night of His Last Supper and betrayal. It is the duty and happy prerogative of every believer to observe these sacred ordinances.<sup>4</sup> We believe that no man has a right to forbid these tokens to the least of His disciples.

## **Article 17. The Doctrine of Death**

We believe that Adam, while in the Garden of Eden in a state of innocence and in the image of God, was commanded by God not to eat of the tree of the knowledge of good and evil, and if he did he would surely die. As a result, Adam was liable or subject to death, but not under the result or penalty of it. However, when he disobeyed and rebelled against the command of God, he passed under the result and penalty of death; and as Adam represented all the human race, death passed upon all men. We believe that there is much mystery associated with the act or fact of dying; therefore, no living person can completely understand it. However, the Bible assures that Jesus Christ, the Son of God, changed death from the destroying scourge to the doorway to heaven to all who exercise saving faith in Him.

## **Article 18. The Doctrine of Immortality**

We believe that the soul does not die with the body, but immediately after death enters into a conscious state of happiness or misery, according to the individual's relationship to the Lord Jesus Christ.

### **Article 19. The Doctrine of the Resurrection**

We believe in the resurrection of the bodies of all people, each in its own order; the Christian to eternal life and the non-Christian to eternal damnation.

### **Article 20. Doctrine of Last Things**

We believe that the Lord Jesus Christ ascended into Heaven, and sits at the right hand of God the Father. He will come again to glorify His saints, to judge the world, and to consummate His Eternal Kingdom.

### **Article 21. Doctrine of Angels**

We believe that angels are created spiritual beings (and are not spirits of the dead, nor are they glorified human beings). Angels are ministering spirits and messengers of God. Angels convey the instructions of God to men, announce special events; protect the faithful, both individually and collectively, and execute punishment on the adversaries of the work of God.

### **Article 22. Doctrine of Satan**

We believe that Satan is a created spirit being. Names applied to Satan in the Bible are: Lucifer, Belial, Beelzebub, the Devil, the Evil one, the Accuser, the enemy, the tempter, the Prince of Demons, the prince of the power of the air and the Ruler of this world. In the New Testament Satan appears as a distinctive personality. He incites people to shut their ears to God's message.<sup>3</sup> He maliciously hinders Christian endeavor and is essentially a power of darkness, the enemy of the Light and of God, though he sometimes disguises himself as an angel of light. Though Satan is all of the above, man is a free moral agent and is responsible for his own sins and is responsible for his acceptance or rejection of Christ, who gives victory over all evil.

**Article 23. Statement on Marriage (adopted July 15, 2023)**

1. Marriage ceremonies are religious worship services and are observed by Connect Church of Wilson and its membership as such, as a matter of faith and long-standing religious practice.
2. Connect Church of Wilson prohibits the use of its facilities for same-sex unions or any other marriage union which is not between one man and one woman\* as well as any related events associated with such ceremonies.
3. Connect Church of Wilson prohibits any ordained or licensed ministers to perform same-sex unions or any other marriage union outside of one man and one woman\*, regardless of the location of the ceremony, while employed or receiving compensation from Connect Church of Wilson. Accordingly, said ministers may only perform marriage ceremonies between one man and one woman\* during their employment by the church or during which time they are receiving compensation for services rendered. Failure to observe these guidelines will result in termination of the ministerial relationship in accordance with The Articles of Faith and Principles of Church Government for Original Free Will Baptists, 1976 revised edition under "Rules of Church Government," "Section 1: The Local Congregation," "Pastor" if applicable. (\*Wherever the term 'man and woman' are used, it always refers to their biological sex at birth.)

## **Appendix B: Code of Ethics**

### **Connect Church Code of Conduct for Employees and Church Leaders**

#### **1. Core Values**

Our Mission and Vision will be the driving framework for how our ministry operates and interacts with employees, members, and volunteers. Members and employees should be familiar with the Church Mission and Vision statements.

As leaders in the Church, we must always seek to uphold Christian values and conduct. This code of conduct is written for all Church Leaders, whether paid or volunteer. The term “Church Leader” is defined as those individuals who represent the Church by virtue of office or designated position, and includes but is not limited to: Pastors, Deacons, Administrators, Trustees, Ministry Leaders, and Directors as elected by the church body. This Code of Conduct expresses the core values that must guide the conduct of Church Leaders.

Responsibility for adherence to this Code of Conduct rests with the Church Leaders themselves. The conduct of Church Leaders, both public and private, has the potential to inspire and motivate people. Church Leaders must be aware of the responsibilities that accompany their work.

#### **2. Comply with Legal Requirements**

Nonprofit organizations are subject to, and must comply with, numerous regulations in order to maintain their 501(c)(3) status. Church Leaders will comply with all governing laws and regulations in the execution its ministries. (For instance, we need to be aware of and adhere to Music Copyright Laws.)

#### **3. Conflict-of-Interest**

Church leaders and employees must always act in the church’s best interest. This means a duty of loyalty supersedes anything that could result in personal gain by avoiding conflict of interests or anything that may appear to be a conflict. If there is any consideration for a conflict of interest, it should be promptly brought before the Senior Pastor and/or Trustee member for guidance.

#### **4. Confidentiality**

Church employees will maintain the highest standard of confidentiality and will share sensitive information only with those who have a need to know. This includes information about the internal operations of the church as well as confidential information about church members and volunteers. Any questions that may arise as to definitions and scope of confidentiality should be brought to the Senior Pastor and/or Trustee member for guidance.

#### **5. Integrity and Unity**

Church Leaders are expected to be persons of integrity and must conduct themselves in an honest and open manner, free from deception or corruption. They shall handle the responsibilities of their office in a conscientious fashion. Ministry leaders should strive to keep unity and harmony amongst other leaders and church members by (but not limited to) refraining from engaging in gossip, negative talk about others, slander, lying, spreading misinformation, promoting personal or political agendas, or causing division or dissension.



## 6. Good Stewards

God supplies church resources – people, time, and money. Church leaders and employees should be reminded to be good stewards of those resources. This is done by respecting and protecting church property and resources from damage or harm. To avoid any suspicions of impropriety, donations should be kept secure and placed in the church safe under dual presence of leaders. In all financial matters, church leaders should act with scrupulous honesty and publicly account for all monies handled on behalf of others.

## 7. Personal Use of Ministry Resources

Church resources are purchased with the sacrificial donations of its members and are to be used for the sole purpose of achieving the church's mission. Employees and volunteers should refrain from using ministry facilities, equipment, machinery, or technology for personal use at any time or for any reason.

## 8. Treat Everyone with Dignity and Respect

Church leaders should be respectful and treat everyone the same. Any hate or discrimination toward anyone regardless of rank, age, race, gender, or socioeconomic position will not be tolerated. Any acts of aggression, intimidation, bullying, or harassment are not acceptable. Church Leaders must also refrain from any form of physical, sexual, verbal, and emotional abuse or assault toward anyone, whether male, female, minor or adult.

## 9. Proactive Communication

Church leaders should take measures to proactively communicate any information that would benefit others and improve the church or work experience. This code is a basic guide for how the church will conduct its business. Employees are expected to use wisdom, good judgment, and common sense when dealing with others; and make good and wise decisions.

I, \_\_\_\_\_

(Print Name)

Have read and understood the church code of conduct and agree to abide by it.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

