

Bylaws/Constitution of Grace Community Church
2707 Dubuque Street NE
North Liberty, IA 52317

Article I
Name

The name of this church shall be Grace Community Church of North Liberty, Iowa (hereinafter “the Church” or “the Corporation”).

Article II
Purpose

To glorify God by leading people to become fully devoted followers of Jesus Christ.

Article III
Government

The Church is governed by an Elder Board. The Elder Board is the Corporation’s board of directors and has all the powers conferred on the board of directors by Iowa Code Chapter 504A, the Iowa Nonprofit Corporation Act, and the Corporation’s Articles of Incorporation and these Bylaws. The business and secular affairs of the Church, as an Iowa nonprofit corporation, are overseen by Corporate Officers, who are under the authority and supervision of the Elder Board. The elder board shall consist of vocational elders (Pastoral Staff) and non-vocational elders (lay) who are recognized as meeting the biblical qualification of an elder as expressed in I Timothy 3 and Titus 1.

Article IV
Church Doctrine

4.1 Bible. We believe the Scriptures, both the Old & New Testaments, are the inspired Word of God, without error in their original writings, and are our sole authority in all matters of faith and life (Matthew 5:17-18, II Timothy 3:16-17, II Peter 1:20-21)

4.2 God. We believe there is but one living and true God, who is one in essence, while eternally existing in three distinct persons: Father, Son and Holy Spirit. Though each person of the Godhead possesses the same nature, each functions differently but harmoniously in respect to God’s dealings with man. God is all-knowing, all-powerful and everywhere present. (Deuteronomy 6:4, Psalm 139:1-24, Matthew 28:19, Mark 12:29, John 10:30, Acts 5:3-4, I Corinthians 12:4-6, II Corinthians 13:14, Hebrews 1:1-3)

4.3 The Father. The first Person of the Trinity orders and directs all things according to His own purpose, pleasure and grace. He has decreed all things that come to pass for His own glory. He graciously involves Himself in the affairs of men, hears and answers prayer, and saves from sin and death all who come to Him through Jesus Christ. (Matthew 6:9, John 5:19-24, 14:10, Ephesians 1:3-6)

4.4 The Son. Jesus Christ is both the eternal Son of God and virgin-born Son of man. Fully God and fully man, He surrendered nothing of His deity during His early life. Having led a sinless life, He satisfied the Father's justice concerning sin by His death. We believe in His bodily resurrection, His physical ascension, and His visible return to this earth to establish His earthly kingdom. We believe that he is now in heaven at the right hand of God, where He personally advocates and intercedes on behalf of all who have put their faith in Him. (John 1:14-18, 1 Corinthians 15, Hebrews 2:17-18, Romans 3:24-26, Revelation 20:11-15, Philippians 2:6-8, Colossians 2:9, Hebrews 1:3, 4:15, I John 2:1-2)

4.5 The Holy Spirit. We believe the Holy Spirit was sent by the Father to bring glory to the Son and convict the world of sin, righteousness and judgement, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe the Holy Spirit indwells permanently and seals every believer in Christ, and that He is an abiding helper, teacher, comforter and guide, empowering each believer with selected spiritual gifts. (John 14:26, 16:7-15, 13; I Corinthians 6:19, 12:4-11, Ephesians 1:13-14, 4:30)

4.6 Angels – Elect and Fallen. We believe that God created an innumerable company of sinless, spiritual beings, known as angels. Many of these beings, led by one known as "Lucifer" (also known as Satan), sinned against God through rebellion. As a result, they were cast from heaven and are active today on earth in their opposition to the Church. Further, a majority of angels did not choose to rebel and are still before the throne of God where they are used as ministers, sent to earth to be involved in the lives of believers. (Isaiah 14:12-17, Ezekiel 28:11-19, Ephesians 6:12, Hebrews 1:14, Revelations 12:7-9)

4.7 The Nature of Man. We believe that all people are directly created in the image of God to enjoy His fellowship and to fulfill God's will on this earth. Man fell into sin by a voluntary act of personal disobedience to the will of God; consequently all are spiritually dead and subject to the certainty of both physical and spiritual death apart from Jesus Christ. The fall of man was a once-for-all historical fact. Its spiritually deadening effect spread to all people, each of whom is born with a sinful nature and sins habitually in thought, word and deed. (Genesis 1:26-27, Genesis 2:7, Genesis 3:3-4, Psalms 51:5, Romans 1:18-32, 3:10-23, 5:12, Ephesians 2:1-3, Titus 1:15)

4.8 Salvation. We believe that salvation can only be obtained through God's grace, not of our own good works. Only by repenting and personally receiving through faith the substitutional act of Jesus Christ dying for our sins can we obtain justification before God. All who receive Christ are forever secure in their salvation, it cannot be taken away. (John 1:12, 10:28, Acts 4:12, Romans 3:21-22, 6:23, 8:38, 10:9-10, Ephesians 2:8-9, Hebrews 7:25).

4.9 Church. We believe in the universal church, a living spiritual body of which Christ is the head and all regenerated believers are members. We also believe in the local church, consisting of a body of believers in Jesus Christ who choose to associate through worship, prayer, work and fellowship. The church's twofold responsibility is the task of giving the Gospel of Jesus Christ to a lost world and maturing those who believe in Christ. (Romans 12:3-8, 1 Corinthians 12, Ephesians 4:12-16, Colossians 1:27-28, Hebrews 10:25; Acts 2:41-47; Matthew 28:19).

4.10 Ordinances. We believe that our Lord Jesus committed two ordinances to those who believe in Him: baptism and the Lord's Supper. We believe that baptism is by immersion, thus serving not only as a public declaration of our faith in Christ, but a symbol of Christ's (and by picture, our own) death and resurrection to new life. We believe that the Lord's Supper commemorates our Savior's death, and is open to all self-examined believers in Jesus Christ (Matthew 3:15-17, 28:19-20; Acts 2:41, Romans 6:1-4; I Corinthians 11:17-32, Colossians 2:12).

4.11 Christ's Return. We believe in the personal, visible, premillennial, and imminent return of Christ to receive His bride (the universal Church) and to establish His righteous thousand-year reign on earth. We believe in the bodily resurrection of the just and the unjust, the everlasting blessing of the saved and the everlasting punishment of the lost (Matthew 25:41-46, John 14:1-3, Acts 1:10-11, Mark 13:34-37, I Thessalonians 4:13-18, II Thessalonians 1:3-10, Revelation 19:11-20:15).

Article V **Church Membership**

5.1 Membership. The Church membership process allows individuals of the Church body to be identified as a part of this local body of believers. Membership allows the believer to demonstrate commitment to the family of God.

5.2 Application for Membership. A person wishing to become a member of the Church may commence the membership process by attending the new members class and by completing and returning a membership questionnaire. All of the membership applicants will be considered by one or more of the elders. If applicants request a personal interview or if further clarification of application is needed an elder may choose to make an individual contact with that individual. The Elder Board has sole discretion to determine when and how frequently membership applications will be considered and the period of time necessary for review.

5.3 Authority of the Elder Board. The Elder Board has full discretionary authority to grant or withhold membership status, based upon their review and consideration of the applicant's Membership Questionnaire, interview, and any other circumstances, facts, and/or information the Elder Board deems appropriate for consideration.

5.4 Membership Criteria. The Elder Board shall grant membership status to the applicant if the Elder Board determines, in its sole discretion, that:

1. The applicant has been led by the Spirit of God to receive the Lord Jesus Christ as his or her savior and that the applicant is willing to give testimony to this personal decision; *and*
2. That the applicant has publicly declared his or her faith through scriptural baptism by immersion or would commit to be baptized at the next available baptism; *and*
3. That the applicant agrees with and supports the Church Doctrine as set forth in Article IV of the Church's Bylaws/Constitution; *and*
4. That the applicant agrees to place him or herself under the spiritual direction, protection and authority of the Church's Elder Board.

5.5.1 Termination of Membership. Membership may be terminated at any time by the Elder Board, in the event that the Elder Board determines, in its sole discretion, that the member to be terminated consistently displays behavior which is out of harmony with the Bible and that biblical procedures have failed in bringing restoration.

5.5.2 Volitional Termination. A member may terminate his or her membership by written request for termination. Termination of said membership shall be effective when said written request is submitted to the Church Office by personal delivery or when deposited in the United States Mail, with postage prepaid thereon, addressed to the Elder Board at 2707 Dubuque Street N.E., North Liberty, Iowa 52317.

5.5.3 Automatic Termination. Membership will be automatically terminated in the event any one of the following occurs: (1) the member's death; (2) a relocation where distance makes the member's attendance impractical; (3) the member chooses to disassociate themselves through non-attendance for a period of six months (unless there is acceptable reason for non-attendance to be considered); or (4) the member becomes a member of another church.

5.6 Annual Business Meeting. The Annual Business Meeting shall be held in the month of March each year, prior to the end of the Church's fiscal year. The purpose of the annual business meeting is

- (1) to provide an opportunity for the Elder Board to address the Membership, as a whole, and apprise them of (a) the state of the business and secular affairs of the Church; (b) the proposed budget for the coming year; (c) the status of any special projects or ministries undertaken in the past year; (d) any special projects or ministries contemplated or planned for the coming year; and (e) any other matters or issues that the Elder Board may choose to present to the Membership; and

- (2) to provide an opportunity for the Membership, as a whole, to ask questions and provide input to the Elder Board on any issue concerning or effecting the Church.

5.7 Special Business Meetings. Special Business Meetings, for any purpose or purposes, unless otherwise prescribed by statute, may be called by the Elder Board as the Elder Board deems appropriate. Whenever the Elder Board deems it possible, a three week notice, along with the purpose of the special meeting, will be published in a church publication and an announcement will be made prior to the worship service during that time period.

5.8 Time and Place of Meetings. The Elder Board has complete discretion to determine when meetings shall be held. All meetings shall be held at the Church building, however, meetings at alternative locations may be held following the guidelines set forth for notice of meetings.

5.9 Notice of Meetings. Notice of meetings shall be published in a church publication and, whenever possible, such notice shall run for three consecutive weeks prior to the meeting. Meetings shall also be announced prior to commencement of the worship service at least one week prior to the meeting and, whenever possible, for three weeks prior to the meeting.

5.10 Conduct of the Meetings. The Chairman of the Elder Board or his designee shall lead business meetings and moderate the discussions. Christian behavior shall be expected from all participants. Church business shall be handled in a manner pleasing to God, maintaining a spirit of unity under the control of the Holy Spirit. Should the discussion become contentious at any business meeting, a final decision shall be temporarily put off and the matter brought before the Lord in prayer.

5.11 Who May Attend. All persons who consider themselves regular attendees of the Church are encouraged to attend the Annual Business Meeting. In general, the same holds true for Special Business Meetings, however, the Elder Board may limit attendance of Special Business Meetings to Church Members at their discretion.

Article VI **Board of Directors/Elder Board**

The Elder Board. The affairs of the Church shall be governed by the Board of Directors which shall be known as “the Elder Board.” The Elder Board has the privilege and responsibility to lead and oversee the general direction, spiritual welfare, and the fiscal responsibilities of the church body. Elders are recognized spiritual leaders and shepherds (both vocational and non-vocational) who meet the qualifications for an elder as found in I Tim 3 and Titus 1 whose criteria and qualities are detailed in section 6.5. The Elder Board is entrusted with hiring staff, and developing future leadership for Deacons and other Elders. The Elder board also selects Deacons to serve the physical needs of the Church.

6.1 Composition of the Board. The Elder Board shall consist of a combination of both lay and vocational elders, no less than four in number.

6.2 Length of Service An elder may continue to serve as a member of the Elder Board unless such individual disqualifies himself. Annually each elder will take a self-assessment test, and will be reviewed by the collective Elder Board and his spouse utilizing a comprehensive written evaluation form based on the qualifications noted in section 6.5. This test may be administered at a preset time, or in the event the Elder Board collectively determines such a test to be necessary.

6.3 Chairman of the Board. The chairman of the Elder Board shall be an Elder chosen annually by unanimous vote of the Elder Board at the first Elder Board meeting of the fiscal year. The chairman does not have authority over the other Elders, but is responsible for the organization of Elder affairs, leading the monthly meetings, and providing for regular communication with the congregation.

6.4 Selection of Elders Only men who are members and meet the qualifications of an Elder, as set forth in I Timothy 3:1-13 & Titus 1, will be considered for placement on the Elder Board. The scriptural qualifications are as follows:

An Elder is to be:

- Blameless and above reproach;
- A man who loves what is good;
- The husband of but one wife;
- Temperate;
- Self-controlled;
- Respectable;
- Hospitable;
- Upright;
- Holy;
- Disciplined;
- Gentle;
- Able to teach;
- A man who holds firmly to the trustworthy message as it has been taught (the inspired Word of God), so that he can encourage others by sound doctrine and refute those who oppose it;
 - A man who has a good reputation with outsiders;
 - A man whose wife is a woman worthy of respect, not given to malicious talk, but temperate and trustworthy in everything;
 - A man who manages his own family well and sees that his children obey him with proper respect and are not open to the charge of being wild and disobedient;
 - A man whose children believe.

1 Timothy 3:2-4, 6-7, 11; Titus 1:6-9

An Elder may **not** be:

- Given to drunkenness;
- Violent;
- Quarrelsome;
- A lover of money;
- A recent convert;
- Overbearing;
- Quick-tempered;
- Pursuing dishonest gain;

1 Timothy 3:2-4, 6-7, 11; Titus 1:6-9

The Biblical qualifications for Elders set forth above are to be defined and interpreted in light of the entirety of God's Word by the current Elder Board, in its sole discretion.

6.5.1 Selection Process. The current Elder Board may create new seats on the Board at any time, in its sole discretion, and may, accordingly, appoint an additional Elder or Elders to the Elder Board at any time, as provided for in subparagraph 6.5.5, below.

6.5.2 Authority to Appoint. The Elder Board has sole authority and discretion to consider candidates and appoint the men who will serve on the Elder Board.

6.5.3 Notice to the Membership. A candidate who has been considered and provisionally selected by the Elder Board to serve shall have his name, and the fact that he has been so selected by the Elders, published in a church publication for three weeks prior to the time the candidate is to be appointed to the Elder Board.

6.5.4 Objections. During the three-week period prior to said business meeting, the Members may make objections to the selection of the candidate to the Elder Board. Objections may be made in writing and addressed to the Elder Board. Alternatively, a Member may make objection by seeking an audience with the Elder Board or a member of the Elder Board. In the event that the Elder Board determines, in its sole discretion, that, based on information received from the Member(s), the candidate does not meet the Biblical qualifications for an elder as set forth in paragraph 6.5 above, the candidate will not be appointed to the Elder Board.

6.5.5 Appointment. In the event that no objection to the candidate is made, or the Elder Board, in its sole discretion, determines that no objection is of a nature to Biblically disqualify the candidate from serving on the Elder Board, then the candidate shall be appointed to the Elder Board and be introduced to the Members of the Church body as a member of the Elder Board.

6.6 Removal. Any Elder may be removed for cause by vote of a majority of the entire Elder Board. "Cause" shall be any determination made by a majority of the entire Elder

Board that the Elder in question does not meet the Biblical requirements set forth in Paragraph 6.5, above.

6.6.1 Resignation of Elder. Any Elder may resign his office at any time. Such resignation shall be made in writing. A re-examination will be needed to be reinstated as per 6.5.

6.6.2 Leave of Absence. An Elder may also take a sabbatical for a predetermined amount of time. Such sabbatical will be viewed as a respite and leave of absence. A reexamination is not required for reinstatement.

6.8.1 Meetings. Regular meetings of the Elder Board shall be held at such times and places as the Elder Board shall determine, which meetings shall be held without notice, other than resolution. In the absence of written designation in the resolution, meetings shall be held at the Church building.

6.8.2 Who May Attend. All members of the Elder Board may attend meetings of the Elder Board. Other Church Members may attend a meeting, or meetings, of the Elder Board upon invitation from a member or members of the Elder Board.

6.8.3 Exclusions. The Elder Board may, by the affirmative vote of a majority of Board Members present, excuse any members(s) of the Board from any meeting during the discussion of sensitive matters regarding said members(s). The Elder Board may, by the affirmative vote of a majority of Board Members present, excuse any person attending a meeting of the Elder Board for any part or all of the meeting.

6.8.4 Special Meetings. Special meetings of the Elder Board may be called by or at the request of any two members of the Elder Board, and shall be held at the Church building or at such other place as the Elders may determine.

6.8.5. Notice of Special Meetings. Notice shall be given for each special meeting, to each member of the Elder Board, stating the place, day and hour of the meeting and the purpose or purposes for which the meeting is called. Such notice shall be given not less than three days prior to the meeting, where notice is mailed, and not less than two days prior to the meeting, where notice is oral or hand delivered. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, with postage thereon prepaid, addressed to the Elder's address as it appears on the membership list unless the Elder has given written notice to the Church that his address has changed. Any notice of meetings may be waived by a Member by submitting a signed waiver either before or after the meeting, or by attendance at the meeting.

6.8.6 Manner of Acting. The act of the majority of Board Members present at a meeting at which a quorum is present shall be the act of the Elder Board. A majority of the Board shall constitute a quorum for the transaction of business at any meeting of the Elder Board.

6.8.7 Presumption of Assent. An Elder of the Church who is present at a meeting of the Elder Board at which action on any Church matter is taken shall be presumed to have assented to the action taken unless the dissent of such Elder shall be entered in the minutes of the meeting or unless such Elder shall file a written dissent to such action with the person acting as the secretary of the meeting before the adjournment thereof or shall forward such dissent by registered or certified mail to the Secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to an Elder who voted in favor of such action.

6.8.8 Action Without a Meeting. Unless prohibited by the Iowa Nonprofit Corporation Act, any action required to be taken at a meeting of the Elder Board, or any other action which may be taken at a meeting of the Elder Board or of a committee of Elders, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the Elders or all of the members of the committee of Elders, as the case may be, entitled to vote with respect to the subject matter thereof.

6.8.9 Significant Decisions. Prior to implementing an action that the Elder Board deems will significantly impact the Church, from a legal, spiritual, or financial perspective, the Elder Board is expected to advise the Membership of the decision of the Elder Board and entertain any objections that the Members may have to any contemplated action. This shall be done at a meeting of the Members, which meeting may be the Annual Business Meeting or a Special Business Meeting called for that purpose. The Elder Board shall prayerfully consider all objections and opinions voiced at the meeting prior to making their final decision on the matter; however, the Elder Board is not required to change its position on the matter due to any objection or objections.

Examples of actions that may significantly impact the Church and of which the Membership should be advised and permitted to comment upon, include, but are not limited too, the assumption of financial debt, the hiring of pastoral staff, and changes to the corporate documents such as the Bylaws and Church Constitution.

The Members shall be notified by the Elder Board, and permitted to comment, prior to the assumption of any new or additional obligation(s) that will encumber the real estate and prior to entering into any lease agreement or contract for the sale or purchase of real estate; except that the Elder Board shall not be required to notify the Members of any decision to refinance an existing obligation, provided that the refinancing does not involve the assumption of additional debt.

6.9 Compensation. Vocational Elders (Pastoral Staff) shall receive compensation as determined at their time of hire or annual review (I Timothy 5:17). Non-vocational Elders, as such, shall not receive any stated salary for their services, but by resolution of the Elder Board, a fixed sum and expenses of attendance, if any, may be allowed for attendance at any regular or special meeting of the Elder Board. Nothing herein contained shall be construed to preclude any Elder from serving the Church in any other capacity and receiving reasonable compensation therefor.

Article VII **Officers**

7.1 Qualifications. All Officers of the Corporation shall be Members of the Church. Elders or Deacons may serve as Officers of the Corporation.

7.2 General Responsibilities. Officers represent the Church, as an Iowa nonprofit corporation, in its business affairs and are generally responsible for secular affairs of the Church as a nonprofit corporation.

7.3 Number. The Officers of the Corporation shall consist of a President, one or more Vice-Presidents (the number thereof to be determined by the Elder Board), a Secretary and a Treasurer, and such assistant Officers as may be appointed by the Elder Board, from time to time. Any two or more offices may be held by the same person.

7.4 Appointment and Term of Office. The officers of the Corporation shall be appointed annually by the Elder Board at the first meeting of the Elder Board made after each annual business meeting of Members. If the appointment of officers shall not be made at such meeting, such appointment shall be held as soon thereafter as conveniently may be. Vacancies may be filled or new offices created and filled at any meeting of the Elder Board. Each officer shall hold office until that officer's successor shall have been duly appointed and qualified or until that officer's death or until that officer shall resign or shall have been removed in the manner hereinafter provided. Appointment of an Officer or agent shall not of itself create contract rights.

7.5 Removal. Any officer or agent appointed by the Elder Board may be removed by the Elder Board whenever, in its judgment, the best interests of the Church would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed.

7.6 Resignation. Any officer or agent may resign at any time by giving written notice to the Elder Board, the President or the Secretary of the Corporation. Such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

7.7 Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Elder Board

7.8 The President. The President shall be the principal executive officer of the Corporation and, subject to the general powers of the Elder Board, shall in general supervise and control all of the business and secular affairs of the Corporation. The

President shall in general perform all duties incident to the office of President and such other duties as may be prescribed by the Bylaws or by the Elder Board from time to time.

7.9 The Vice-President(s). The Vice-President (or in the event there be more than one Vice-President, the Vice-President in the order designated, or in the absence of any designation, then in the order of their election) shall perform the duties of the President in the event of the President's absence, death, inability or refusal to act. When so acting, the Vice-President shall have all the powers of and be subject to all the restrictions upon the President; and in addition thereto, shall perform such other duties as may be assigned by the President or by the Elder Board, or as may be prescribed by the Bylaws.

7.10 The Secretary. The Secretary shall: (a) keep the minutes of the meetings of the Members and of the Elder Board in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; (c) be custodian of the corporate records; (d) keep a register of the post office address of each Member which shall be furnished to the Secretary by such Member; and (e) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President or by the Elder Board.

7.11 Treasurer. The Treasurer shall: (a) have charge and custody of and be responsible for all funds and securities of the Corporation; receive and give receipts for monies due and payable to the Corporation from any source whatsoever, and deposit all such monies in the name of the Corporation in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these Bylaws; (b) shall be a member of the finance committee, formed by the Elder Board; (c) keep a record of all income and expenses of the Corporation; (d) when properly authorized by the Elder Board, disperse monies by check; (e) submit a monthly detailed report of the receipts and disbursements to the Elder Board; (f) oversee the Church finances according to ECFA guidelines, including an annual audit; and (g) in general perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the President or by the Elder Board. If so required by the Elder Board, the Treasurer shall give a bond for the faithful discharge of duties in such sum and with such surety or sureties as the Elder Board may deem appropriate.

7.12 Other Assistants and Acting Officers. The Elder Board shall have the power to appoint any person to act as assistant to any officer, or to perform the duties of such officer whenever for any reason it is impracticable for such officer to act personally, and such assistant or acting officer so appointed by the Elder Board shall have the power to perform all the duties of the office to which appointed to be assistant, or as to which appointed to act, except as such power may be otherwise defined or restricted by the Elder Board.

7.13 Compensation. Officers of the Corporation may serve without compensation. However, in the event that any officer(s) is to be compensated for that officer's services in the capacity of Officer of the Corporation, the compensation of such officer(s) shall be fixed from time to time by the Elder Board and no officer shall be prevented from

receiving such compensation by reason of the fact that such officer is also an Elder of the Church.

Article VIII

8.1 Pastoral Staff /Vocational Elders. The Pastoral Staff as full time elders are under the collective authority and direction of the Elder Board. As such they have an annual elder review. Further, the collective Elder Board has sole discretion and authority to hire, engage, or retain members of the Pastoral Staff; to terminate any pastoral relationship, subject to contract rights, if any, at any time; and to assign, delegate, and apportion pastoral responsibilities to and between the individual members of the Pastoral Staff. The Pastoral Staff is accountable to the collective Elder Board to adequately manage the budget, develop support staff, and oversee the facility.

8.2 Support Staff. The Elder Board will collectively decide all matters of hiring or removing paid support staff. Support staff may include but are not limited to: secretaries, directors, custodians, treasurers or any part time or full time paid staff. The Pastoral Staff is responsible to manage, lead, guide, develop and bring recommendations for hiring or terminating support staff. The pastoral staff will be given authority to assign, delegate, and apportion responsibilities for all support staff. Raises or changes in compensation can be suggested yearly for support staff by the pastors.

Article IX **Deacons**

9.1 Oversight. Deacons are selected and appointed by the Elder Board and serve the Church under the direct supervision of the Elder Board.

9.2 Responsibilities. The Deacons are responsible for the physical needs of the congregation following the scriptural example of the Church body being responsible for those in need. The Deacons are also responsible for the physical welfare of the church. They shall meet with the Elder Board on a regular basis and share counsel on various topics of importance. The Deacons implement the decisions of the Elder Board within budgetary limits.

9.3 Length of Service. Although Deacons and Elders fulfill different responsibilities, term expectations for both sets are the same. A Deacon may continue to serve unless biblically disqualified. An annual review similar to the elder review will be given. (See Elder Terms 6.3)

9.3.1 Resignation of Deacon. Any Deacon may resign his office at any time. Such resignation shall be made in writing. A re-examination will be needed to be reinstated as per 9.4.

9.3.2 Leave of Absence. An Elder may also take a sabbatical for a predetermined amount of time. Such sabbatical will be viewed as a respite and leave of absence. A reexamination is not required for reinstatement.

9.4 Selection Criteria. Deacons are selected and appointed by the Elder Board in accordance with the Biblical requirements set forth in 1 Timothy 3:8-12 which states that:

“Deacons...are to be men worthy of respect, sincere, not indulging in much wine, and not pursuing dishonest gain. They must keep hold of the deep truths of the faith with a clear conscience. They must first be tested; then if there is nothing against them, let them serve as deacons.

In the same way, their wives are to be women worthy of respect, not malicious talkers but temperate and trustworthy in everything

A deacon must be the husband of but one wife and must manage his children and his household well.” *1 Timothy 3:8-12*

9.5.1 Notice to the Membership. A candidate who has been considered and provisionally selected by the Elder Board to serve as a Deacon of the Church, shall have his name, and the fact that he has been so selected by the Elders, published in a church publication for three weeks prior to his appointment to service.

9.5.2 Objections. During the three-week period prior to appointment, the Members may make objections to the selection of the candidate. Objections may be made in writing and addressed to the Elder Board. Alternatively, a Member may make objection by seeking an audience with the Elder Board or a member of the Elder Board. In the event that the Elder Board determines, in its sole discretion, that, based on information received from the Member(s), the candidate does not meet the Biblical qualifications for a Deacon as set forth in paragraph 9.4 above, the candidate will not be appointed to serve as a Deacon of the Church.

9.6 Appointment. In the event that no objection to the candidate is made, or the Elder Board, in its sole discretion, determines that no objection is of a nature to Biblically disqualify the candidate from serving as a Deacon of the Church, then the candidate shall be appointed to serve and be introduced to the Members of the Church body as a Deacon.

9.7 Removal. Any Deacon may be removed from service by vote of the majority of the entire Elder Board.

9.8 Resignation of Deacon. Any Deacon may resign from service at any time. Such resignation shall be made in writing and take effect immediately without acceptance.

Article X
Fiscal Year

The Church year and fiscal year shall commence on the first day of April and end on the last day of March.

Article XI
Written Instruments, Loans and Deposits

11.1 Written Instruments. Subject always to the specific directions of the Elder Board, all deeds and mortgages made by the Corporation, to which the Corporation shall be a party, shall be executed in its name by the President and attested by either the Vice-President, the Secretary or the Treasurer. All other written contracts and agreements to which the Corporation shall be a party shall be executed in its name by the President and any other Officer.

11.2 Checks. All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as the Elder Board shall, from time to time, by resolution determine. In the absence of such determination, such instruments shall be signed by the Treasurer or any Assistant Treasurer, and countersigned by the President or the Vice President of the Corporation.

Note that in the absence of resolution, this paragraph requires two signatures on checks. We can change this, if desired. In general, it is advisable to require two signatures. We may wish to leave this provision as is and have a standard resolution granting authority to the person who is responsible for writing checks for a given period of time. Open ended resolutions are inadvisable. Please let me know how you prefer to handle this matter.

11.3 Loans. No loans shall be contracted on behalf of the Corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Elder Board. Such authority may be general or confined to specific instances.

11.4 Deposits. All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Elder Board may select.

11.5 Contributions. The Elder Board may accept on behalf of the Corporation any contribution, gift, bequest or devise of any property whatsoever for the general and specific spiritual purposes of the Corporation.

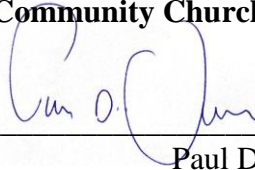
Article XII
Amendments

As provided by Iowa Code Section 504A.12, these Bylaws may be amended at any time by the Elder Board, however as a significant decision set protocol as such should be followed (see section 6.9).

The foregoing are the Bylaws/Constitution of Grace Community Church of North Liberty duly adopted by the Elder Board of the Church on June 5, 2004.

Grace Community Church of North Liberty

By _____



Paul D.Hansen, Secretary